



**DEMENTIA AWARENESS WEEK PROJECT
REDUCING RISK FACTORS FOR DEMENTIA**

Tasks for practice manager

We welcome your participation in our project which is run in conjunction with Dementia Awareness Week, September 19-26 2008

YOUR PARTICIPATION is entirely voluntary and results are anonymous.

OUR AIM is to get the message about dementia risk reduction into the GP surgery and expose both patients and staff to the concept of reducing risk factors for this disease.

DEMENTIA is currently the 4th leading cause of death in people aged over 65 years in Australia. By the year 2016 we estimate it will be the leading cause of disability.

THIS PROJECT forms part of Ph D studies for Dr Fiona Millard, supervised by Professors Bernhard Baune & Lee Kennedy, James Cook University, Townsville.

This project has **ETHICS APPROVAL** from James Cook University Ethics committee.

TASKS

1. Agree to distribute 2 questionnaires, one for patients and one for medical staff
2. We would like you to make copies of each questionnaire to meet the numbers required for you practice. If this is not possible, we can post you copies on request.
3. Estimate how many patients over 30 are likely to visit in the last week of September and have this number of questionnaires available.
4. Produce the same number of dementia information sheets.
5. Distribute the health questionnaires to medical staff and return completed questionnaires to address below by fax, email or post.
6. Supervise the receptionists in following their instruction sheets and support them in distributing information to patients.
7. Ensure all completed questionnaires are returned by fax, email or post.

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ALL THE BEST