If you require this document in an alternative format, ie, easy read, large text, audio, braille or a community language please see the reverse of this document or contact: 01243 791859 (Text Relay calls welcome).
What is the Memory Assessment Service?

It is a service set up by Sussex Partnership NHS Foundation Trust in partnership with The Alzheimer’s Society aimed at investigating and diagnosing memory and other associated problems as early as possible in order to offer them access to any treatment, advice and support they may need.

Referral process

If you or your friends and family have been experiencing problems with your memory then your GP can refer you to the service. We also accept referrals from health professionals in other community teams, hospital consultants and learning disability services.

The referrer will be asked to give us some information about the current problem, your medication and your medical history. They will also be asked to do some basic medical tests to make sure there is no other cause for the problem.

Once we have received the referral and all necessary information we will invite you to an appointment for an initial assessment with either a nurse or occupational therapist. We aim to do this within 28 working days of receiving the referral.
Who works in the Memory Assessment Service

The team is made up of specialist health professionals whom you may see, this includes;

- Consultant Psychiatrists
- Speciality Doctors
- Community Nurses
- Occupational Therapists
- Psychologists
- Dementia Advisors
- Dementia Support Workers

What happens in the Assessment?

The assessment will involve a conversation about the history of the problem, how you are getting on with daily tasks, assessing your mood and carrying out a memory test.

Patients are invited to bring a relative or carer with them for the appointment. We may ask you to complete some questionnaires asking about various symptoms.

At the conclusion of the initial assessment the assessor can give you feedback about your memory if you would like, and will discuss with you what can happen next.

The assessor will discuss the assessment in a team review and it is likely you will be invited to come and meet with a doctor. In most cases you will be invited to have a brain scan prior to this meeting.

Some patients may also be referred to meet with a neuropsychologist for more detailed assessment to assist with diagnosis.
Where will the assessment take place?

Assessments will take place in clinics around West Sussex. Efforts have been taken to provide clinics in a range of venues to suit individual need. Although most assessments will happen in clinic, if patients are unable to travel due to disability home assessments can be arranged. The teams are trying to minimise these in order to assess as many patients as possible.

What happens if a diagnosis of dementia is made?

If following the comprehensive assessment a diagnosis of dementia is made then the different treatment options and interventions will be discussed with you which could include the following:

- Medication which may help to ease symptoms
- Psychosocial interventions and groups
- Support for you and your carer

Ongoing information, advice and emotional support will be provided to people with all types of dementia and their carers by Alzheimer’s Society through their Dementia Advisers and Dementia Support Workers as part of the Memory Assessment Service.

The Carers Information and Support Programmes (CrISP 1 and 2) will be available for carers at appropriate stages to support carers as they adapt to their new roles.

If the diagnosis is not clear, we will organise a follow up assessment within 12 months.
Research

All patients who are referred to MAS will be offered registration on the Trust Research Network. If you are interested in research we will invite you to participate in clinical drug trials and academic research investigating the nature and causes of dementia. Please speak to the team looking after you for more information.

Contacting your local Memory Assessment Service

Adur, Arun and Worthing
Chanctonbury Assessment Treatment Centre, Arundel Road, Swandean, Worthing, BN13 3EP
Tel: 01903 843888

Chichester, Bognor and Midhurst
Assessment Treatment Centre, Chapel Street Clinic, Chichester, PO19 1BX
Tel: 01243 623400

Crawley, Horsham and Mid-Sussex
Assessment Treatment Centre, New Park House, Horsham, RH12 1RJ
Tel: 01403 223210

Other useful numbers

• Alzheimer’s Society, West Sussex Main Office: 01403 750485
• Alzheimer’s Society Sussex helpline: 01403 213017
How to get in touch with our services

Your Feedback

We are very happy to hear your suggestions about how we can improve this service. Please feel free to discuss any concerns.

Memory Assessment Service Administrator
Memory Assessment Service, Harold Kidd Unit, Blomfield Drive, Chichester, West Sussex, PO19 6AU
Telephone: 01243 791859

The Service Experience Team

This friendly and dedicated team provides information and advice about local healthcare services. Understanding the value of knowing what you think about how we act and what we do, they also ensure that the Trust encourages feedback; this includes making a complaint.

The Liaison Officers in the team are experts in the management of complaints and so if you do have a complaint they will help to ensure it is handled carefully and with empathy. The team is available Monday to Friday from 9.00am - 5.00pm.

They can help by:
• Providing information
• Putting you in touch with the right service
• Signposting you to services provided by other organisations
• Ensuring any questions or concerns you have are addressed promptly
• Advising you on the complaints procedure.

Whatever the reason for getting in touch the Liaison Officer will be able to assist you. You can contact them by:
Telephone: 01903 843026
Email: service.experience@sussexpartnership.nhs.uk
Name

Address

Postcode

Memory Assessment Service

To request a translation or alternative format, tick the relevant box on the reverse and send using the freepost address.
Alternatively please phone: 01243 791859
Memory Assessment Service

☐ British Sign Language
☐ Easy Read ☐ Braille
☐ Large print ☐ Audio

☐ Arabic
للحصول على نسخة مترجمة، ضع علامة داخل المربع.
يرجى إدراج اسمك وعنوانك وإرسال هذه الاستمارة إلى العنوان المبين في الخلف. لا داعي للإمساك طابع بريد.

☐ Bengali
آهوبادهکেएकटकाेरणजनात्विषयमात्रितिटिइच्छितिनिन। दया करे एह
फॉर्ममुद्रित अपनार्नाम एवं ठिकाना लिखे अपर पृष्ठावर देया ठिकानावाक
फेरो पाठावू ठरी। डाक टिकिट लागाते हरे ना।

☐ Cantonese
要求一份翻譯，在方格內加剔。請填上
你的姓名和地址，並把這表格送交背頁
的地址。無需郵票。

☐ Farsi
برای ترجمه، شکل مربعی را علامت یزنید. خواهتنندیم
نام و آدرس ثان را وارد کنید و این قلم را به آدرس
پشت صفحه ارسال نمانید. نیازی به تمبر پستی نیست.

☐ Urdu
ترجمه کردن نسخه می‌تواند کمک کننده باشد اما
نیاز به تمبر پستی نیست.

☐ Polish
Jeśli chcesz otrzymać tłumaczenie,
zaznacz okienko. Następnie wpisz
swoje imię i nazwisko oraz adres i wyślij
to na adres podany na odwrocie strony.
Nie ma potrzeby naklejania znacznka
pocztowego.

☐ Portuguese
Caso pretenha a tradução, assinale a quadricula.
Preencha com o seu nome e morada, enviando este
impresso para o endereço constante do verso. Não
necessita de selo.

☐ Mandarin
若须一个翻译本，请在框格上打勾。请
填写你的姓名和地址并且把这张单子寄
到背面的地址。不须贴上邮票

☐ Russian
Чтобы запросить перевод, поставьте галочку в
отведенном квадрате.
Впишите Ваше имя и адрес и отправьте этот
листок по адресу, указанному на обороте.
Марка не нужна.