

Case studies guidance

Healthwatch Waltham Forest will be collecting case studies on behalf of London Borough of Waltham Forest throughout November 2015. We want to know about how you look after your health & wellbeing.

We would like residents to write, audio record or film their case study and send it in to Healthwatch. We would like community groups and individuals to send in their case studies by the 24th November 2015.

Organisations; could you take some time out of a group session or meeting to allow members to write up their case study? Do you have a video camera or smart phone that you could use to film your community talking about their health & wellbeing?

Individuals:

Healthwatch Waltham Forest suggests including some of the following prompts/guidance around what to include in your case studies. Please tell us:

ME NOW

- **About me** - age, gender, religion, where you are from, which area of the borough you live, how long you have lived in Waltham Forest...
- **My family and home life** - What your position is in the family, whether you live alone or with family, your responsibilities or caring duties...
- **My work, hobbies and leisure time** - what you do with yourself during the week/weekends, what you enjoy and what activities you do alone, with friends or family members, which local facilities you use/enjoy...
- **My health and wellbeing** - any conditions or illnesses which affect your health and wellbeing or those around you, the impact of those on you, your lifestyle, your family etc, which health and social care services you use...

THE FUTURE

- **Aspirations** - what I want for me, my family, my community, my area, my borough in the future; my hopes and dreams; the health and social care services I need and the services I want to improve and get better; the leisure, facilities and activities I'd like to see...

Tips for written case studies; use the 'Me Now and The Future' headings, as above, to structure your written case study. There is no need to write more than 500 words. You can send us photos along with the written document if you like. You can type this up or use a pen.

If you are working with children or people with limited written skills why not draw some pictures or a cartoon strip?

Tips for filmed case studies; Please record your case study film using a digital camera. You can use a professional camera or a smart phone. Use the 'Me Now and The Future' headings, as above, to structure a script for yourself before you start filming so you

remember what you want to say. Please film in a quiet place and make sure the background behind you is not of the general public or a busy place. Using a quiet room with a curtain or nice picture as a background is advisable. You might like to film in a park or garden. This is fine but do it on a bright day without too much noise around you.

Please keep the film to no longer than 2 minutes. You can upload it to our YouTube page. Or send it as a file or link via email or social media.

Tips for audio recordings; by which we mean just your voice recorded talking through your case study. Please record your case study film using a digital recorder. You can use most smart phones. Use the 'Me Now and The Future' headings, as above, to structure a script for yourself before you start recording so you remember what you want to say. Please record your voice in a quiet place and make sure the background behind you is not of the general public or a busy place. Using a quiet room without anyone moving around while you are talking.

Please keep the audio clip to no longer than 2 minutes. You can upload it to our YouTube page. Or send it as a file or link via email or social media.

Please return your case study to Healthwatch Waltham Forest by 5pm 24th November 2015

By Post

Healthwatch Waltham Forest, Resource Hib (Central), 1 Russell Road, E10 7ES

Via email

To info@healthwatchwalthamforest.co.uk

Via Social Media

Twitter; @Healthwatch_WF

Facebook; Healthwatch Waltham Forest

YouTube; Healthwatch Waltham Forest