

**5**

Before the act is done, or the decision is made, regard must be had to whether the purpose for which it is needed can be as effectively achieved in a way that is less restrictive of the person's rights and freedom of action.

**4**

An act done, or decision made, under this Act for or on behalf of a person who lacks capacity must be done, or made, in his best interests.

**3**

A person is not to be treated as unable to make a decision merely because he makes an unwise decision.

**2**

A person is not to be treated as unable to make a decision unless all practicable steps to help him to do so have been undertaken without success.

**1**

A person must be assumed to have capacity unless it is established that they lack capacity.

# Hampshire Mental Capacity Toolkit

## Part C – Balance Sheet

## Best Interests Decision – Balance Sheet

Person's name _____
Address _____
Client Ref - CareDirector/ NHS number _____

<b>What is the best interests decision being considered?</b>
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<b>What option is being considered?</b> (Complete separate balance sheets for other options)
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**Consider all relevant factors, including, practical; emotional; welfare; medical; cultural and spiritual factors (please consider factors arising from the person's own past and present ascertainable wishes first)**

Advantages of the option	Disadvantage of the option

<b>Decision maker:</b> _____	<b>Date:</b> _____
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## Best Interests Decision – Balance Sheet (continued)

Advantages of the option	Disadvantage of the option

## Best Interests Decision – Balance Sheet (continued)

Advantages of the option	Disadvantage of the option