



Interviewer flow chart

Be clear about the decisional framework for the interview. This could be the Mental Capacity Act or equivalent in the case of medical procedures, the mental capacity guidelines and/or ethics governing a research project, or other legislation or guidelines relating to the decision in question.

Preparation. Read the notes or records, refresh your knowledge of decisional criteria in accordance with the decisional framework you are using. Get your own paperwork in order and have writing equipment ready.

Conduct the interview.

Evaluate your evidence according to the guidelines on this site.

Place your evidence back into the decisional framework you identified at the start. Report on your conclusion, the evidence supporting it, and any decision the interviewee communicated to you where appropriate.

Include comments on any consequences of your evaluation. For instance, are there indications that, with a bit of support, capacity might be achieved? What is the likely route for someone who lacks capacity but either is or is not showing a willingness to proceed? If you are a researcher, what might be the implications for the study of not including people whose capacity is compromised and do you have ethical guidelines about that?

