



Letter Board

A	B	C	D	1	2	3
E	F	G	H	4	5	6
I	J	K	L	M	N	7
O	P	Q	R	S	T	8
U	V	W	X	Y	Z	9
SPACE (next word)	End of Message 	I need... _____	Pen & Paper 	Yes <input checked="" type="checkbox"/>	No <input checked="" type="checkbox"/>	0

Remember: These boards should be considered single patient use only due to infection control.

Letter Board

How to use the Letter Board

- If the patient can point; then offer them the board and ask them to point out their message. It may be helpful for you to write the message as the patient is pointing.

Partner Assisted Scanning

- If the patient cannot point; please assist the patient to spell out their word, if they are happy to do so.
- Start by showing the person the board clearly i.e. hold the board in front of their face (approx. 10-12 inches away) in good lighting.
- Establish a clear YES or NO signal e.g. the patient may nod/shake their head; blink their eyes or move their eyes up/down; open/close their fists.
- Use simple and straightforward language.
- Start by asking the person if the first letter of their message is on the top row of the board. Continue onto 2nd/3rd row etc. until they confirm the letter is on that row.
- Once you have confirmed which row the letter is on; move across the row until you reach the correct letter “Is this the letter you need?” until you reach the correct one.
- Then proceed to the 2nd letter (and so on) using the same method.
- It may be helpful to write the letters down as you go, so you don't forget.

Although this may be time consuming, you may be able to help a non-verbal person get a much-needed message across!

For further information or guidance please contact 1800 923 404 or email SLTreferrals@nutricia.com

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