Advance Care Planning
Getting Started

Advance Care Planning
Service

Information and worksheet

Advance Care Planning is for everyone. It’s best to start the conversation early, while you are well.

This information and worksheet will provide a basic overview of Advance Care Planning (ACP). You can write down your thoughts here and follow the links to download further information and Advance Care Planning documents.

What is Advance Care Planning?
If you are very unwell and not able to communicate your preferences, who do you want to speak for you? What would you want them to say?

ACP helps to ensure that your loved ones and your doctors know what your health and personal preferences are.

Advance care planning can involve:
- Appointing a Medical Treatment Decision Maker.
- Thinking and talking about your values, beliefs and healthcare preferences.
- Completing an Advance Care Directive.

Appointing a Medical Treatment Decision Maker
It’s good to think about who you would want to make decisions about your health if you are unable to speak for yourself. Many people select a close family member, but you can pick any adult who you think could best represent you.

The person that you choose needs to be:
- aged 18 or over
- trusted to follow the values and instructions you have discussed
- willing to accept this responsibility
- available to take on the role if required
- able to make decisions in stressful situations.

Who would you trust to make medical decisions on your behalf if you couldn’t do it for yourself?

Write their name/s here:

____________________________________________________
____________________________________________________
________________________________________

The link below will take you to the Alfred Health website where you can find and download:
- Appointment of medical treatment decision Maker form
- Checklist of steps for appointing your medical treatment decision maker

www.alfredhealth.org.au/services/advance-care-planning
Thinking and talking about your values, beliefs and healthcare preferences.

Talking about end of life care might be hard, but it’s easier than making decisions without knowing what a person wants.

The following exercises might help you to get your thoughts together so that you are ready to have the conversation and complete an Advance Care Directive.

What does a good day look like to you?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

For me, a life worth living is where I…………

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Consider the below scales and circle the number that best represents your values.

**How long do you want to receive medical care?**

- 1 Indefinitely, no matter how uncomfortable treatments are
- 2
- 3
- 4 Quality of life is more important to me than quantity
- 5

**What are your concerns about treatment?**

- 1 I’m worried that I won’t get enough care
- 2
- 3
- 4 I’m worried that I’ll get overly aggressive care
- 5

**What are your preferences about where you want to be?**

- 1 I wouldn’t mind spending my last days in a health care facility
- 2
- 3
- 4 I want to spend my last days at home
- 5

Write your thoughts here:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
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Write things down that are important to you.

Unacceptable quality of life.

How would you feel if your quality of life resembled any of the situations listed below?

Mark the box which best reflects your values:

<table>
<thead>
<tr>
<th>Life like this would be</th>
<th>Difficult but acceptable</th>
<th>Worth living but just barely</th>
<th>Not worth living</th>
<th>Can’t answer now</th>
</tr>
</thead>
<tbody>
<tr>
<td>I can no longer recognise family/friends</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I can no longer talk or be understood by others.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I permanently rely on a breathing machine to keep me alive.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I am bed bound in a nursing home and require assistance with all my care.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Advance Care Directive

An Advance Care Directive answers the question, ‘What would I want to happen if I can’t speak for myself?’

It is designed to help guide your Medical Treatment Decision Maker and treating doctors when having conversations about your care and making decisions about medical treatment.

It is only used if you cannot make your own decisions.

There are two parts of the Advance Care Directive:

- Values Directive: A record of your values and preferences to guide future medical treatment decisions.

- Instructional Directive: A legally binding statement directed to your health practitioners, in which you consent to, or refuse, specific future medical treatment.

The link below will take you to the Alfred Health website where you can find and download:
- Advance Care Directive for Adults form
- Instructions for completing the Advance Care Directive form

www.alfredhealth.org.au/services/advance-care-planning
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Are you ready to complete Advance Care Planning documents?
If you feel confident to complete Advance Care Planning on your own, you can print off the documents and get started.

OR

If you think you would benefit from talking to someone and getting some help with completing paperwork, you can contact the Alfred Health Advance Care Planning program.

Alfred Health Advance Care Planning Service
We offer free appointments to people that are patients of Alfred health or live in the catchment areas of Glen Eira, Stonington and Port Phillip.

The Advance Care Planning service is located at Caulfield Hospital and appointment last for approximately 1 hour. You can bring along a family member or a friend to your appointment and any existing ACP paperwork that you may have previously completed.

An interpreter service is available to support individuals through the Advance Care Planning process. If you have further questions or would like to make an appointment please contact us via phone or email.

Resources
Follow the links for further information, including fact sheets and Advance Care Planning documents in different languages:

- Alfred Health Advance Care Planning
  www.alfredhealth.org.au/services/advance-care-planning
- Victoria State Government of Human Services (DHHS):
- Advance Care Planning Australia :
  www.advancecareplanning.org.au

See the My Values website for more information, and the option of completing a survey that may help you to think more about your own values in relation to life, death and medical intervention.
www.myvalues.org.au

To request a copy of this information in a different format, contact us at advancecareplanning@alfred.org.au or 9076 6642.