

## What is advance care planning?

**If you were very unwell, and not able to communicate your preferences for care to others, who would you want to speak for you? What would you want them to say?**

Advanced illness or serious injury can sometimes mean that people cannot make their own decisions about healthcare. This can happen to people of all ages, and especially towards end of life.

Writing an Advance Care Plan lets you say what is important to you, if you are ever unable to communicate for yourself.

## Benefits for you and the people who are close to you

Advance care planning:

- helps to ensure that your preferences about healthcare are known and respected if you are too unwell to speak for yourself
- benefits those who are close to you. Research has shown that families of people who have done advance care planning have less anxiety and stress when asked to make important healthcare decisions for other people.

MAKING HEALTHCARE DECISIONS FOR OTHERS CAN BE DIFFICULT. AN ADVANCE CARE PLAN CAN GIVE PEACE OF MIND AND COMFORT AS PREFERENCES ARE CLEAR, UNDERSTOOD AND RESPECTED.

## What do I need to do?

### Be open

- Think and talk about your values, beliefs and preferences for current and future healthcare.
- Decide who you would like to speak for you if you become very sick and are not able to speak for yourself. Ask them if they are prepared to be your 'substitute decision-maker'.

They will need to be:

- available (ideally live in the same city or region)
- over the age of 18

## 什么是预先护理计划？

**如果您身体很差，并无法将您的偏好传达给别人，您会想让谁为您代言呢？您希望他们说什么呢？**

晚期疾病或严重受伤有时意味着人们无法自行作出医疗保健治疗的决定。这可能会发生在所有年龄的人身上，尤其是生命即将结束的人身上。

如果以后您无法亲口表达，写下一份预先护理计划会让您能够说明什么对您来说很重要。

## 对您及您身边亲近的人的好处

预先护理计划：

- 如果您身体太差以致于无法亲口表达，该计划会有助于确保您对医疗保健的偏好为人所知并获得尊重
- 对您亲近的人有好处。有研究表明，在被要求为其他人做出重要的医疗保健决定时，已制定预先护理计划的病人的亲属所承受的焦虑和压力更少。

替他人做医疗保健决定会很困难。由于病人的偏好很明确，并且获得了理解和尊重，预先护理计划可让人心情平静、舒适。

## 我需要做什么？

### 持开放心态

- 思考并谈论您在当前和未来的医疗保健方面的价值观、期望和偏好。
- 决定如果您病重而无法亲口表达时您想要谁代您发言。问他们是否愿意成为您的“替代决策者”。

他们将需要：

- 有空（最好住在同一个城市或地区）
- 年满 18 岁以上

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- prepared to advocate clearly and confidently on your behalf when talking to your doctors, other health professionals and family members.
- Depending on your state/territory, you may be able to appoint more than one substitute decision-maker.

## Be ready

- Talk about your values, beliefs and preferences with your substitute decision-maker and other people involved in your care, such as family, friends, carers and doctors.
- Whilst you don't have to get help from a health professional when writing your Advance Care Plan it is a good idea to have your GP and other health professionals involved. They can advise you and help you to document your choices. There are different legal requirements in different Australian states and territories, so it is a good idea to ask for help. In some states and territories there are important rules regarding who can witness documents for you.

## Be heard

- Write your preferences down. You can find information relevant to your state/territory law on [advancecareplanning.org.au](http://advancecareplanning.org.au). Your doctor will also be able to assist you with the form.
- A written Advance Care Plan/Directive will make things easier for your substitute decision-maker(s), if the need ever arises. It will give everyone peace of mind, knowing your preferences are heard and respected.

Make copies and store them with:

- your substitute decision-maker(s)
- your GP/local doctor
- your specialist(s)
- your residential aged care home
- your hospital
- [myagedcare.gov.au](http://myagedcare.gov.au)

You don't have to give a copy to each, however, make sure your substitute decision-maker and main doctor has a copy.

Load your Advance Care Plan / Directive into your 'My Health Record' [myhealthrecord.gov.au](http://myhealthrecord.gov.au)

- 准备好在与医生、其他健康专业人士和家庭成员交谈时能够清楚、自信地代表您。
- 根据您所在的州/领地，您可能能够委任一名以上的替代决策者。

## 做好准备

- 与替代决策者和其他参与您当前护理的人，如家人、朋友、护理人员和医生等，谈论您的价值观、期望和偏好。
- 在书写预先护理计划时，您并非必须要从健康专业人士处获得帮助。但是，让您的全科医生和其他健康专业人员参与其中也是个好主意。他们可以为您提供建议，并帮助您记录您选择的方案。澳大利亚不同的州和领地有不同的法律规定，所以寻求帮助不失为一个好办法。某些州和地区还有关于谁可以为您见证文件的重要法规。

## 让别人知道您的想法

- 写下您的偏好。您可以在 [advancecareplanning.org.au](http://advancecareplanning.org.au) 网站上找到您所在州/地区法律的相关信息。您的医生也将能够帮助您填写该表格。
- 书面的预先护理计划/指令让您的替代决策者在必要时能够更轻松地为您作出决策。每个人在了解到您的喜好会得到聆听和尊重后都会感到心安。

复印几份，并在以下地点存放：

- 您的替代决策者处
- 您的全科医生/当地医生处
- 您的专科医生处
- 您所在的居家式养老院
- 您所在的医院
- [myagedcare.gov.au](http://myagedcare.gov.au)

您不必给每处都提供一份，但是，请确保您的替代决策者和主要的医生都留存了一份。

请将您的预先护理计划/指令存入您的“My Health Record”（我的健康记录）[myhealthrecord.gov.au](http://myhealthrecord.gov.au)

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Review your Advance Care Plan regularly. You should review your plan if there is a change in your health, personal or living situation.

## The law and advance care planning

Different states and territories in Australia have different laws on advance care planning. When planning for your own future care, it will be helpful to understand the law in your own state/territory. See [advancecareplanning.org.au](http://advancecareplanning.org.au) for information.

Depending on the state/territory:

- a substitute decision-maker may be legally appointed as an 'agent', 'guardian' or an 'enduring guardian'.
- an Advance Care Plan may also be called an 'advance care directive' or an 'advance health directive' and may include a 'refusal of treatment certificate'.

## Do you have questions about advance care planning and would prefer to speak in a language other than English?

You can receive help from an interpreter for the cost of a local call (except from mobiles) by simply following these steps:

1. Call 13 14 50, Monday to Friday 9.00-5.00pm.
2. Say the language you need.
3. Wait on the line for an interpreter (may take up to 3 minutes).
4. Ask the interpreter to contact Advance Care Planning Australia on 1300 208 582.
5. Talk with our staff or volunteer with the help of an interpreter.

## Where can I get more information?

Advance Care Planning Australia:

[WWW.ADVANCECAREPLANNING.ORG.AU](http://WWW.ADVANCECAREPLANNING.ORG.AU)

NATIONAL ADVISORY HELPLINE: 1300 208 582

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This publication only provides a general summary of the subject matter covered. People should seek professional advice about their specific circumstances. ACPA is not liable for any errors or omission in this publication.

每年审查您的预先护理计划。如果您的健康、个人或生活状况发生了变化，您也应该审查您的计划。

## 法律和预先护理计划

澳大利亚不同的州和领地在预先护理计划方面有不同的法律。在为您自己的未来护理作出规划时，了解您所在州/领地的法律会有帮助。有关信息请见 [advancecareplanning.org.au](http://advancecareplanning.org.au)。

根据所在州/领地的情况：

- 替代决策者可被依法任命为“代理”，“监护人”或“持久监护人”。
- 预先护理计划也可被称为“预先护理指示”或“预先健康指示”，并可能包括“拒绝治疗证书”。

## 您是否有关于预先护理计划的问题并且更喜欢用英语以外的语言说话？

您只需按照以下步骤，花费本地电话费用（用手机拨打电话除外）即可从口译员处获得帮助：

1. 周一至周五上午 9 时至下午 5 时，请拨打 13 14 50。
2. 说出您所需的语种。
3. 在线等待接通口译员（可能需要 3 分钟时间）。
4. 请口译员致电 1300 208 582 联系 Advance Care Planning Australia。
5. 在口译员的帮助下与我们的工作人员或志愿者交谈。

## 我可以从哪里获得更多信息？

Advance Care Planning Australia:

[WWW.ADVANCECAREPLANNING.ORG.AU](http://WWW.ADVANCECAREPLANNING.ORG.AU)

NATIONAL ADVISORY HELPLINE (全国咨询热线): 1300 208 582

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