

## 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

## 什麼是預先護理計畫？

**如果您身體很差，並無法將您的偏好傳達給別人，您會想讓誰為您代言呢？您希望他們說什麼呢？**

晚期疾病或嚴重受傷有時意味著人們無法自行作出醫療保健治療的決定。這可能會發生在所有年齡的人身上，尤其是生命即將結束的人身上。

如果以後您無法親口表達，寫下一份預先護理計畫會讓您能夠說明什麼對您來說很重要。

## 對您及您身邊親近的人的好處

預先護理計畫：

- 如果您身體太差以致於無法親口表達，該計畫會有助於確保您對醫療保健的偏好為人所知並獲得尊重
- 對與您親近的人有好處。有研究表明，在被要求為其他人做出重要的醫療保健決定時，已制定預先護理計畫的病人的親屬所承受的焦慮和壓力更少。

替他人做醫療保健決定會很困難。由於病人的偏好很明確，並且獲得了理解和尊重，預先護理計畫可讓人心情平靜、舒適。

## 我需要做什麼？

### 持開放心態

- 思考並談論您在當前和未來的醫療保健方面的價值觀、期望和偏好。
- 決定如果您病重而無法親口表達時您想要誰代您發言。問他們是否願意成為您的“替代決策者”。

他們將需要：

- 有空（最好住在同一個城市或地區）
- 年滿 18 歲以上

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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)

- 準備好在與醫生、其他健康專業人士和家庭成員交談時能夠清楚、自信地代表您。
- 根據您所在的州/領地，您可能能夠委任一名以上的替代決策者。

## 做好準備

- 與替代決策者和其他參與向您提供護理的人士，如家人、朋友、護理人員和醫生等，談論您的價值觀、期望和偏好。
- 在書寫預先護理計畫時，您並非必須要從健康專業人士處獲得幫助。但是，讓您的全科醫生和其他健康專業人員參與其中也是個好主意。他們可以為您提供建議，並幫助您記錄您選擇的方案。澳大利亞不同的州和領地有不同的法律規定，所以尋求幫助不失為一個好辦法。某些州和領地還有關於誰可以為您見證文件的重要法規。

## 讓別人知道您的想法

- 寫下您的偏好。您可以在 [advancecareplanning.org.au](http://advancecareplanning.org.au) 網站上找到您所在州/領地法律的相關資訊。您的醫生也將能夠幫助您填寫該表格。
- 書面的預先護理計畫/指令讓您的替代決策者在必要時能夠更輕鬆地為您作出決策。每個人在瞭解到您的喜好會得到聆聽和尊重後都會感到心安。

複印幾份，並在以下地點存放：

- 您的替代決策者處
- 您的全科醫生/當地醫生處
- 您的專科醫生處
- 您所在的院舍養老院
- 您所在的醫院
- [myagedcare.gov.au](http://myagedcare.gov.au)

您不必給每處都提供一份，但是，請確保您的替代決策者和主要的醫生都留存了一份。

請將您的預先護理計畫/指令存入您的 "My Health Record" ( 我的健康檔案 ) [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.

每年審查您的預先護理計畫。如果您的健康、個人或生活狀況發生了變化，您也應該審查您的計畫。

## 法律和預先護理計畫

澳大利亞不同的州和領地在預先護理計畫方面有不同的法律。在為您自己的未來護理作出規劃時，瞭解您所在州/領地的法律會有幫助。有關資訊請見 [advancecareplanning.org.au](http://advancecareplanning.org.au)。

根據所在州/領地的情況：

- 替代決策者可被依法任命為“代理”，“監護人”或“持久監護人”。
- 預先護理計畫也可被稱為“預先護理指示”或“預先健康指示”，並可能包括“拒絕治療證書”。

## 您是否有關於預先護理計畫的問題並且更喜歡用英語以外的語言說話？

您只需按照以下步驟，花費本地電話費用（用手機撥打電話除外）即可從口譯員處獲得幫助：

1. 週一至週五上午 9 時至下午 5 時，請撥打 13 14 50。
2. 說出您所需的語種。
3. 線上等待接通口譯員（可能需要 3 分鐘時間）。
4. 請口譯員致電 1300 208 582 聯繫 Advance Care Planning Australia。
5. 在口譯員的幫助下與我們的工作人員或義工傾談。

## 我可以從哪里獲得更多資訊？

Advance Care Planning Australia:

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

NATIONAL ADVISORY HELPLINE (全國諮詢熱線): 1300 208 582

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