

## Who will speak for you if you can't speak for yourself?

If you lose the ability to make decisions – either because of an accident, sudden illness or a progressive illness like dementia, someone else will be asked to make decisions for you. This person is called a 'substitute decision-maker'.

There are laws in each state and territory setting out a priority order of decision-makers. These laws determine who would be your substitute decision-maker. However, you can appoint a different person if you want to. This does not have to be a family member.

'Identifying and appointing someone who will make decisions on your behalf, is an important part of planning ahead.'

## Persons identified in state or territory laws to be your substitute decision-maker

The laws that decide who will be your substitute decision-maker vary across the states of Australia. The first person on the list in all states and territories is someone you have legally appointed. After that, the list involves certain types of people. For example:

- an appointed substitute decision-maker
- a spouse
- an unpaid person who provides care and assistance
- a close friend
- a family member.

Information for your state or territory can be found at [www.advancecareplanning.org.au](http://www.advancecareplanning.org.au).

## 您如果无法表达自己，谁会为您说话？

如果您由于意外、突然患病或患上如脑退化症（dementia）等逐渐恶化的疾病，而失去了作决定的能力，某人将被要求为您做决定。此人被称为‘替代决策者’。

每个州及领地均有法律规定决策者的优先顺序。这些法律规定了谁会成为您的替代决策者。然而，如果您想要，也可以指定不同的人。这个人不一定是您的家人。

‘确定及指定代表您做决定的人，是提前计划的重要部分。’

## 州或领地法律中确定的人员成为您的替代决策者

澳大利亚各州规定谁可以成为您的医疗决策者的法律各不相同。所有州及领地的名单上，排名第一的是您合法指定的人。在此之后，名单涉及某些类型的人士。例如：

- 指定的替代决策者
- 配偶
- 无报酬提供护理及协助的人士
- 密友
- 家庭成员。

可浏览网站 [www.advancecareplanning.org.au](http://www.advancecareplanning.org.au)，获得有关您所在的州或领地的信息。

## Is this the person you would have chosen for yourself?

In many cases, the person automatically identified as your decision-maker is the same person that you would have chosen yourself. But this is not always the case. For example, you want your daughter or neighbour as your substitute decision-maker but the hospital may contact your brother or sister during an emergency.

## Legally appointing your decision-maker

If the person automatically selected to be your substitute decision-maker is different to the person you would choose, you can legally appoint your preferred person. They will have the authority to act on your behalf. It can also give you peace of mind. You will know decisions will be made by someone you trust and want to make your decisions for you.

## Things to consider when choosing a substitute decision-maker

This is a very important role and something you should consider carefully. Ideally, the person (or people) you choose:

- would be willing to speak on your behalf
- would be able to act on your preferences
- can separate their own feelings from yours
- is available (preferably living nearby)
- knows you well and understands what's important to you
- will talk with you now about sensitive issues and will listen to your preferences
- will likely be around for some time into the future
- can confidently speak with health professionals and other family members about your preferences.

'The most important consideration is to have someone you trust.'

## 该名人士会是您为自己选择的人吗?

在许多情况下，自动被确定为您的决策者的人，与您自己本来会挑选的人是同一位。但未必总是这样。例如：您希望您的女儿或邻居成为您的替代决策者，但医院在紧急情况下，可能会联络您的兄弟姐妹。

## 合法指定您的决策者

如果自动被选择成为您的替代决策者的人与您会选择的不一样，您可以合法地指定您首选的人。他们将有权代表您行事。这也会让您安心。您知道自己信任的人将会为您做决定，也想为您作出决定。

## 选择替代决策者时，需要考虑的事情

这是一个非常重要的角色，您应仔细考虑。您选择的理想人士应为：

- 愿意代表您发表意见
- 有能力根据您的偏好行事
- 可以把他们自己的感觉与您的分开
- 有空（住在附近更好）
- 熟悉您，理解什么对您来说很重要
- 现在会与您讨论敏感问题，并倾听您的偏好
- 将来一段时间可能会在您身边
- 可以自信地与医疗专业人员和其他家庭成员讨论您的偏好。

'最主要的考虑是要找到您所信任的人。'

## How to appoint your substitute decision-maker

You will need to complete documents from your Australian state or territory. It is best to complete these early as you need to be 'legally competent'. Being competent means you are able to understand the document you are signing, and the implications of this.

A person appointed by you as your substitute decision-maker only takes on this role if you lose capacity to make your own decisions. This person does not have the power to manage your financial affairs. If you want them to manage your financial affairs you need to appoint them separately to have that role.

In most states or territories you can appoint more than one person. You can give them the power to act alone or together in making decisions.

Explain to others who may expect to have a say in your care:

- who you have nominated and why, and
- ask these people to support the person you have appointed.

## Supporting your substitute decision-maker

You can help your substitute decision-maker perform their role.

- Talk with them about your preferences for future care.
- Make sure they are happy to do it.
- Make sure they have copies of any relevant documents, such as your Advance Care Directive.

## 如何指定替代决策者

您需要填妥您所在的州或领地要求的文件。由于您需要 '有法律行为能力'，所以最好尽早填妥文件。'有法律行为能力'指的是您能够理解您正在签署的文件及其影响。

经由您指定作为替代决策者的人士，仅在您丧失自行做决定的能力之时，才会履行此责任。此人无权管理您的财务事宜。如果您希望他们管理您的财务，需要另外任命他们担任这个角色。

大部分的州或领地允许您指定多人。您可以授权他们单独或集体作出决定。

向那些期望在您的护理问题上发表意见的其他人士解释：

- 您已指定了谁以及这样做的原因
- 要求这些人支持您已指定的人。

## 支持您的替代决策者

您可以帮助您的替代决策者履行责任。

- 与他们谈谈您对未来护理的偏好。
- 确定他们乐意这样做。
- 确定他们得到任何相关文件的副本，例如：您的预先护理指示。

## For more information and assistance

If you have someone who can read English, ask them to help you. Ask them to access the information and any documents you need. Your local doctor/GP or Chinese association may be able to help. Or ask about arranging an interpreter to assist you.

- Access information and documents for your state or territory at [www.advancecareplanning.org.au](http://www.advancecareplanning.org.au) (Audio-recordings of information spoken in Cantonese and Mandarin are also available).
  - Visit your doctor/GP for assistance.
  - Alternatively, call the National Dementia Helpline on 1800 100 500.
- or
- Advance Care Planning Advisory Service: Phone 1300 208 582. A telephone interpreter is available for this service by calling 13 14 50. State the language you speak. Wait on the phone (for up to 3 minutes). You can then ask the interpreter to call the Advance Care Planning Advisory Service on 1300 208 582.

## 如需更多信息及协助

如果您身边有人读得懂英文，请要求他们帮助您。请他们获取您需要的信息及文件。您当地的医生 /GP（全科医师）或华人社团可提供帮助。或者，您可以查询安排口译员协助您。

- 浏览网站：[www.advancecareplanning.org.au](http://www.advancecareplanning.org.au)，以获取您所在的州或领地的信息及文件（您也可获取普通话及广东话的录音信息）。
- 拜访您的医生 /GP（全科医师），以获得协助。
- 也可以致电 1800 100 500，联系 National Dementia Helpline（全国脑退化症求助热线）。

或联系

- Advance Care Planning Advisory Service（预先护理计划咨询服务）：致电 1300 208 582。该项服务提供电话口译，请拨打 13 14 50。电话接通后，请告知对方您说什么语言。等待接通电话（最长 3 分钟）。然后，您可以要求口译员帮您拨打 1300 208 582。接通 Advance Care Planning Advisory Service。