What is advance care planning?

Advance care planning allows health professionals and direct care workers in aged care to understand and respect a person’s preferences, if the person ever becomes seriously ill and unable to communicate for themselves.

Ideally, advance care planning will result in a written Advance Care Plan, to help ensure the person's preferences are respected.

Advance care planning is only called upon if the person loses the ability to make or express their wishes.

Benefits of advance care planning

Advance care planning benefits the person, their family, carers (paid and unpaid), health professionals and associated organisations.

- It helps to ensure people receive care that is consistent with their beliefs, values, and preferences.
- It improves end-of-life care, and person and family satisfaction with care (1).
- Families of people who have done advance care planning experience less anxiety, depression, stress and are more satisfied with care received (1).

Who should be involved in advance care planning?

Advance care planning requires a team effort. It should involve:

- the person who is considering their future health and personal care preferences
- their close family and friends
- their substitute decision-maker(s)
- carers
- aged care workers, nurses, doctors and other healthcare professionals.

Organisations can also support the process by having good policies and guidelines and by making current information available.
**When should advance care planning be introduced?**

Advance care planning can be a routine conversation when caring for an older person. It is important to also encourage conversations with their family/carers and care team.

Better outcomes are experienced when advance care planning is introduced early, as part of ongoing care, rather than in reaction to a crisis situation.

Where possible, people should be medically stable, comfortable and ideally accompanied by their substitute decision-maker(s) and/or family/carer.

Other triggers to discuss advance care planning include:

- the person raises concerns
- the family raises concerns
- there is a change in the person's health or capability
- there is a change in their living situation (e.g. when they move into a residential aged care home).

**How can aged care workers help with advance care planning?**

**Be open**

- Find out more about advance care planning and the requirements of your organisation in your state/territory.
- Be open to engage with people who want to discuss their beliefs, values and preferences regarding their current and future health and personal care.
- Explain why they may like to select and prepare a substitute decision-maker(s).

Substitute decision-maker(s) will need to be:

- available (ideally live in the same city or region) or readily contactable
- over the age of 18
- prepared to advocate clearly and confidently on the person's behalf when talking to doctors, other health professionals and family members if needed.

**What is the role of a substitute decision-maker?**

Substitute decision-maker(s) will need to be:

- available (ideally live in the same city or region) or readily contactable
- over the age of 18
- prepared to advocate clearly and confidently on the person's behalf when talking to doctors, other health professionals and family members if needed.
Be ready
- Undertake training in advance care planning to improve your knowledge and skills.
- Talk with your clients about their beliefs, values, and preferences regarding health and personal care outcomes.

Be heard
- Discuss with care team, family and/or carers.
- Encourage your clients to write an Advance Care Plan or use a form relevant to their state/territory law. See advancecareplanning.org.au
- Encourage your clients to keep the Advance Care Plan safe, and store it appropriately (see below).
- Encourage them to review their Advance Care Plan every year or if there is a change in their health or personal situation.

The law and advance care planning
Different states and territories in Australia have different laws regarding advance care planning. There are also some common law decisions regarding advance care planning. See advancecareplanning.org.au for information.

Depending on the state/territory:
- a substitute decision-maker may be legally appointed as an ‘agent’, ‘guardian’, ‘enduring guardian’ or ‘enduring power of attorney’
- an Advance Care Plan may also be called an ‘advance care directive’ or an ‘advance health directive’.

Tैयार रहें
- अपनी जानकारी और सहभागियों को बेहतर बनाने के लिए अग्रिम देखरेख नियोजन में प्रशिक्षण लें।
- अपने उपभोक्ताओं से स्वास्थ्य एवं निजी देखरेख परिणामों से संबंधित उनकी विचारधाराओं, मान्यताओं तथा प्राथमिकताओं के बारे में बात करें।

अपने विचार प्रकट करें
- देखरेख टीम, परिवार और/या देखरेखकर्ताओं से चर्चा करें।
- अपने उपभोक्ताओं को अग्रिम देखरेख योजना हिरहने या ऐसे फॉर्म का प्रयोग करने के लिए बढ़ावा दें जो उनके राज्य/टेरिटरी के कानून के उपयुक्त हो। advancecareplanning.org.au देखें।
- अपने उपभोक्ताओं को अग्रिम देखरेख योजना को सुरक्षित रखने और इसे उचित रूप से संभाल कर रखने (नीचे देखें) का बढ़ावा दें।
- उन्हें बढ़ावा दें कि वे हर साल अपनी अग्रिम देखरेख योजना की समीक्षा करें या यह देखें कि क्या उनकी स्वास्थ्य अथवा निजी परिस्थिति में कोई बदलाव हुआ है या नहीं।

कानून और अग्रिम देखरेख नियोजन
ऑस्ट्रेलिया में अलग-अलग राज्यों एवं टेरिटरियों के अग्रिम देखरेख नियोजन से संबंधित अलग-अलग कानून हैं। अग्रिम देखरेख नियोजन से संबंधित कुछ सामान्य कानूनी निर्णय भी होते हैं। जानकारी के लिए advancecareplanning.org.au देखें।

राज्य/टेरिटरी पर निर्माण करते हुए:
- वैकल्पिक निर्णय-कर्ता को कानूनी तौर पर ‘एजेंट’, ‘संरक्षक’, ‘स्वायत्त संरक्षक’ या ‘स्वायत्त मुख्यपालक’ के तौर पर नियुक्त किया जा सकता है
- अग्रिम देखरेख योजना को ‘अग्रिम स्वास्थ्य निर्देश’ या ‘अग्रिम स्वास्थ्य निर्देश’ भी कहा जा सकता है।
Where should Advance Care Plans be kept?

Advance Care Plans may be stored at one or many of the following:

• at home with the person
• with the substitute decision-maker(s)
• the GP/local doctor/specialist
• with aged care service provider records
• the hospital

encourage and help clients to store them on their 'My Health Record' - myhealthrecord.gov.au

myagedcare.gov.au

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
NATIONAL ADVISORY HELPLINE: 1300 208 582

Reference