

# Obtaining Advance Care Directives and POLST Forms via Telehealth

## Where can I obtain a POLST Form?

You can download a POLST form here: <https://capolst.org/polst-for-healthcare-providers/forms/>

## How do I execute a POLST Form virtually?

1. Download and print the POLST form from the link above
2. Discuss and fill out the form with the patient
3. Sign Physician portion of the form, scan the form to PDF, and send to patient via MyHealth

**How to attach the form:** When you send a patient message from In Basket or the Patient Message activity, click **Add**, next to Attachments, to attach a file to the message

4. Ask the patient to download, print, and sign the form

Patient can scan the signed form to PDF and upload it into MyHealth.

## How do patients/surrogate decision makers upload a POLST Form?

*Note: The following instructions are also in the patient instructions under the 'Advance Care Planning' SmartSet*

1. Log into your **MyHealth account** at <https://myhealth.stanfordhealthcare.org/#/>,
2. Click on the “**My Medical Record**” tab at the top
3. Then on the left side menu go to the bottom and click on “**Advance Care Planning**”
4. Here you will be able to add a Health Care Agent and upload documents

Patients can also use this feature to **upload their Advance Care Directives.**

**Surrogate decision makers can send a signed POLST via Message on a desktop/laptop computer\* to the patient's physician if they have delegate access to the patient's MyHealth account.**

*Note: The upload feature for PDFs does not yet work on the MyHealth mobile app.*

## Questions?

Please reach out to [advancecareplanning@stanford.edu](mailto:advancecareplanning@stanford.edu) or visit our website at <http://med.stanford.edu/advancecareplanning.html>