

# Documenting Your Conversation

OUTPATIENT

1. Click **Adv Care Plan**

Test, Anna  
Female, 43 Y, 7/4/1979  
MRN: 10008571  
Adv Care Plan: None  
MyHealth: Enrolled

Note: **Adv Care Plan** will be yellow if the ACP Form has any entries

Test, Anna  
Female, 43 Y, 7/4/1979  
MRN: 10008571  
Adv Care Plan:

3. **Document** your discussion, then click **Close**

Having talked about all of this, what are your hopes for...

Recommendations

Given what you have told me and what we know about...

continue the conversation at a future visit  talk to family

referral to hospice  other (comment)

Restore Close Cancel

2. Click **ACP Form** or the **pink bar**

Goals of Care/Advance Care Planning

CODE STATUS  
Code Status

ADVANCE CARE PLANNING NOTE  
Current Code Status  
Date Active: Not on file

Prior Documenta...  
ACP Form  
ACP Notes

ADVANCE CARE PLANNING DOCUMENTS  
Scanned Docum...

HEALTH CARE AGENT  
Health Care Agent

View prior ACP form documentation in s...  
Jump to ACP Form to document

4. In your progress note, type dotphrase **“.advancecareplanningSMTForm”** to insert the ACP Form

Advance Care Planning  
Serious Illness Conversation:

- Advance Care Planning (ACP) • 1/12/2024
- ACP Form (Flowsheet) Documentation
- Patient present for discussion? • Yes
- Family members, surrogates, or patient representatives present • Mom
- Care team members present • social work
- ACP Documenter (calculated upon closing form) • Felicia Al...
- Can you tell me your understanding of what's going on with your health? • I've been...

INPATIENT

1. Click **Code**

Zztest, Joel  
Male, 66 Y, 4/3/1957  
MRN: 10008712  
Bed: Training Bed  
Cur Location: D2  
Code: Full Code

3. **Document** your discussion, click **Next**, and then click **Create ACP Note**

Health Care Agent

ADVANCE CARE PLANNING DOCUMENTS  
Scanned Docum...

Advance Care Planning  
Create ACP Note  
Advance Care Planning by  
Date of Service

2. Click **ACP Form** or the **pink bar**

Prior Documenta...  
ACP Form  
ACP Notes

ADVANCE CARE PLANNING DOCUMENTS  
Scanned Docum...

HEALTH CARE AGENT  
Health Care Agent

Date Active: Not on file

View prior ACP form documentation in s...  
Jump to ACP Form to document

4. Press **F2** and choose **ACP Form Note**

select note type. If you filled out the ACP form choose the second ACP form click [HERE](#). If you changed the code status as a result please enter a new code status order by clicking [HERE](#) before w...

Type of note to be documented

Goals of Care Note SHC IP ADVA...

ACP Form Note SHC IP ACP SMA