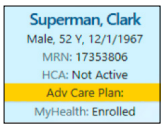
Documenting Your Conversation

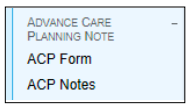
Stanford MEDICINE | Serious Illness Care Program
Department of Medicine

OUTPATIENT

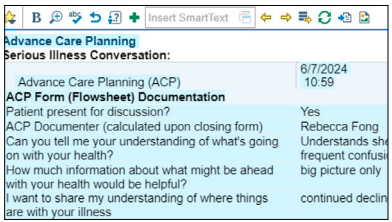
1. Click **Adv Care Plan**



2. Click **ACP Form**, **document** your discussion, then click **Close**

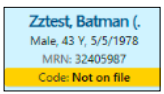


3. Type dotphrase **".advancecareplanningSMTForm"** to insert the ACP Form into your note

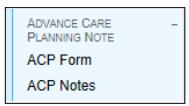


INPATIENT

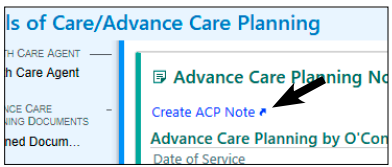
1. Click **Code**



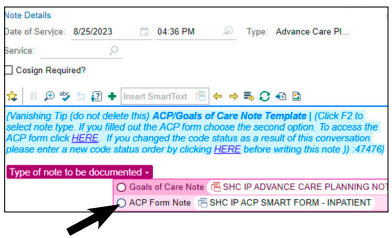
2. Click **ACP Form**, **document** your discussion, then click **Next**



3. Click **Create ACP Note**



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



Use NURSE skills to attend to emotion

Name	This can be overwhelming.
	You seem frustrated.
Understand	This helps me understand what you're thinking.
	I can't imagine what you're going through.
Respect	I can see you've really been trying to follow our instructions.
	You're a great advocate for your loved one.
Support	I'll do my best to make sure you have what you need.
	Let's work together on this.
Explore	Could you say more about what you mean when you say...
	Tell me more about...

Visit **http://med.stanford.edu/advancecareplanning** for more information on documenting in Epic, patient preparation materials, and translated and disicpline-specific versions of the Guide.

@StanfordSICP advancecareplanning@stanford.edu

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Serious Illness Conversation Guide

SET UP

I'd like to **talk together** about what's happening with your health and **what matters to you. Would this be okay?**

ASSESS

To make sure I share information that's helpful to you, can you tell me **your understanding** of what's going on with your health now?

How much **information about what might be ahead** with your health would be helpful?

SHARE PROGNOSIS

I want to share **my understanding** of where things are with your health: ***[Choose one]***

Uncertain: It can be difficult to predict what will happen. **I hope you will feel as well as you can** for a long time, and we will work toward that goal. **It's also possible that you could get sick quickly**, and I think it's important that **we prepare** for that.

Time: I **wish** this was not the case. I am **worried** that time may be as short as ____ *[express as a range:* days to weeks, weeks to months, months to a year*].*

Function: It can be difficult to predict what will happen. **I hope you will feel as well as you can** for a long time, and we will work toward that goal. **It's also possible that it may get harder to do things** because of your illness, and I think it's important that **we prepare for that.**

[Pause: Allow silence. Validate and explore emotions.]

EXPLORE

If your health gets worse, what are your **most important goals**?

What are your biggest **worries**?

What **gives you strength** as you think about the future?

What **activities** bring joy and meaning to your life that you can't imagine living without?

If your health gets worse, **how much would you be willing to go through** for the possibility of more time?

How much do the **people closest to you** know about your priorities and wishes for your care?

Having talked about all of this, **what are your hopes** for your health?

CLOSE

I've heard you say ____. Keeping that in mind, and what we know about your health, I **recommend** that we ____. **This will help us make sure your care plan reflects what's important to you. How does this plan seem to you?**

We will do everything we can to help you through this.

Serious Illness Conversation Guide
Surrogate Version

SET UP

I'd like to **talk together** about what's happening with ____'s [*e.g. your wife's, husband's, other relationship description or name*] health and **what matters to them. Would this be okay?**

ASSESS

To make sure I share information that's helpful to you, can you tell me **your understanding** of what's going on with ____'s health now?

How much **information about what might be ahead** with ____'s health would be helpful?

SHARE PROGNOSIS

I want to share **my understanding** of where things are with ____'s health: ***[Choose one]***

Uncertain: It can be difficult to predict what will happen. **I hope they will feel as well as they can** for a long time, and we will toward that goal. **It's also possible that they could get sick quickly**, and I think it's important that **we prepare** for that.

Time: I **wish** this was not the case. I am **worried** that time may be as short as ____ [*express as a range:* days to weeks, weeks to months, months to a year].

Function: It can be difficult to predict what will happen. **I hope they will feel as well as they can** for a long time. **It's also possible that it may get harder to do things** because of their illness, and I think it's important that **we prepare** for that.

[Pause: Allow silence. Validate and explore emotions.]

EXPLORE

If their health gets worse, what do you think are ____'s **most important goals?**

What do you think are ____'s biggest **worries?**

What **gives ____ strength** as they think about the future?

What **activities** bring joy and meaning to their life that you can't imagine them living without?

If ____'s health gets worse, **how much would they be willing to go through** for the possibility of more time?

How much do the people closest to ____ know about ____'s priorities and wishes for their care?

Having talked about all this, what are ____'s **hopes** for their health?

CLOSE

I've heard you say ____. Keeping that in mind, and what we know about ____'s health, I **recommend** that we ____. T**his will help us make sure that ____'s care plan reflects what's important to them. How does this plan seem to you?**

We will do everything we can to help you and ____ through this.

Handoff to key clinicians: I talked with ____ about ___. I learned ____. I think they would benefit from talking to you about ____.