A close up of a logo

Description automatically generated

**First Steps® Advance Care Planning (ACP) Facilitator Certification Registration Form**

|  |
| --- |
| **Class dates and location:**  Day 1: March 24, 2021, 8:30 a.m. – 12:30 p.m.  Day 2: March 25, 2021, 8:30 a.m. – 12:30 p.m.  **Location:** Virtual Training on Zoom  **Registration Fee:** $200 (includes registration fee, online modules, and materials) |

**Respecting Choices® First Steps® (ACP) Facilitator Certification** is designed for professionals such as social workers, nurses, clergy, physicians, and others involved in assisting patients and residents in making end-of-life treatment decisions.

**Purpose:** To improve the effectiveness of the First Steps**®** ACP Facilitator Certification program through facilitation skills training.

**Course Objectives:**

1. Identify interview skills for facilitating First Steps advanced care planning (ACP) conversations.
2. Identify interview skills for facilitating First Steps ACP conversations with adults with chronic illness
3. Create strategies to communicate the plan, including the completion of an advance directive document
4. Examine the ACP Facilitator’s role in implementing three key systems for ACP effectiveness
5. Demonstrate beginning competency in facilitating First Steps ACP conversations through role-play activities

**Prerequisites:**

1. Completion of the First Steps ACP Facilitator \*Online Core Curriculum (Modules 1-4; allow 4-5 hours)
2. Review course materials before class
3. View a 7-minute introductory video
4. Attempt an ACP conversation with a loved one or close friend
5. Review Indiana Advance Directives Brochure and Forms; complete a “practice” advance directive document

\*The online component includes interactive courses intended to help you learn basic ACP concepts and to come to the course prepared for a more robust classroom experience. Contact hours for the online prerequisite are available through Respecting Choices. Upon completion of the modules, you will be able to download a contact hour certificate.

**Attendee Registration Information:**

|  |  |
| --- | --- |
| Name (type or print): | Profession: |
| Home Address: | |
| Work Address: | |
| Name of Employer: | |
| Cell Phone:      Work Phone: | |
| Email Address: | |
| Please share why you are interested in this class and how, when and where you plan to use these new skills. | |

**Complete this registration form and email, fax or mail to:**

Honoring Choices Indiana – North Central

Steve Chupp, Program Coordinator

501 Comfort Place, Mishawaka, IN 46545

Email: [chupps@hci-nc.org](mailto:chupps@hci-nc.org)

Phone: 574-243-2058 **Registration Deadline: February 24, 2021**

Materials Developed by Respecting Choices® © Copyright 2015 RC 1218\_FSFcltrBroc\_v6.15 CM

All rights reserved. Gunderson Lutheran Medical Foundation, Inc

The term “certification,” as used in Respecting Choices® educational programs and products means that Gundersen Health System issues a certificate upon fulfillment of the following elements:

1) completion of a specified Respecting Choices educational program with standardized content and processes;

2) successful demonstration of skills associated with the specified program; and

3) if applicable, an 80 percent or higher score on a written examination associated with the specified program.

The Respecting Choices certification programs are not credentialed by a national accreditation body.

Materials Developed by Respecting Choices® © Copyright 2015 RC 1218\_FSFcltrBroc\_v6.15 CM

All rights reserved. Gunderson Lutheran Medical Foundation, Inc