

First Steps[®] ACP Facilitator Certification

Day 1: October 29, 2019 – 8:00 a.m.-4:00 p.m.
Day 2: November 6, 2019 – 9:00 a.m. – 12:30 p.m.



**Center for Hospice Care
501 Comfort Place, Mishawaka, IN 46545**

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

- A. Identify interview skills for facilitating First Steps advance care planning (ACP) conversations
- B. Identify interview skills for facilitating First Steps ACP conversations with adults with chronic illness
- C. Create strategies to communicate the plan, including the completion of an advance directive document
- D. Examine the ACP Facilitator’s role in implementing three key systems for ACP effectiveness
- E. 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;
- 2) An attempt at an ACP conversation with a loved one or close friend, and
- 3) Completion of 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.

To Register

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

Eileen Wrobleski, C.S.C. – Program Coordinator
Honoring Choices Indiana –North Central
Email: wrobleskie@hic-nc.org
Phone: 574-243-2058

Registration Fee: \$200 (includes registration fee, lunch and take home materials).

Registration Deadline: August 31, 2019

Attendee Information

Full Name (type or print)			Profession
Employed by			
Work Address (street, mail station, city/ST/ZIP)			
Home Address (street, city/ST/ZIP)			
Home Phone		Email	

Pre-Course Assignment

1. Complete Respecting Choices **First Steps® ACP Facilitator Online Core Curriculum**
2. Complete “practice” **Advance Directive document**; submit to Instructor for review (this will be returned to participant)
3. Attempt to have an ACP conversation with a loved one or close friend. You will be asked to share what you learned from this **personal exercise**

Agenda

8:00 am	Introductions and Welcome
8:30	Review of First Steps ACP Facilitation Skills
9:30	<i>Break</i>
9:45	Practice Role-Play Activity
10:30	Review of ACP Facilitation Skills
11:30	Practice Role-Play Activity
12:15 pm	Debrief: What skills did you learn?
12:30	<i>Lunch</i>
1:15	The Personal Engagement Activity
1:30	Create Strategies to Communicate the Plan
2:15	<i>Break</i>
2:30	Making ACP Work: What the Facilitator Needs to Know
3:00	Final Competency Role Plays
4:00	Summary/Evaluation
4:30	<i>Adjourn</i>

The First Steps ACP Facilitator Certification training will be held at the Center for Hospice Care at 501 Comfort Place, Mishawaka, IN 46545. Parking is available in front of the Hospice Center. The meeting will be in Conference Rooms A & B on the first floor. Lunch will be provided.

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.