

First Steps[®] ACP Facilitator Certification

Friday, February 23, 2018 ♦ 8 AM to 4:30 PM
Baylor Scott & White All Saints - Fort Worth
Joan Katz Cancer Center, Resource Room



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:

Kendra Belfi, MD
Coalition for Quality End-of-Life Care
PO Box 12424
Fort Worth, TX 76110
817-247-1776
kjbelfi@sbcglobal.net

Registration Fee: \$325
Registration Deadline: January 22, 2018

Attendee Information

| | |
|--|--------------------|
| Full Name: (type or print) | Profession: |
| Employer: | |
| 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

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| 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 - provided</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> |

Only the first four online modules are required prior to taking the First Steps in-person day. For those modules, 6.25 CEs will be awarded by Respecting Choices (You will need to print out your certificates as you complete each module)

If all 5 online modules are completed, 8 CEs will be awarded by Respecting Choices.

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.