Advance Directive

A step-by-step guide to help you make shared healthcare decisions for the future
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“In planning for serious illness, it always seems too soon, until it’s too late.”

– Ira Byock, M.D.
Why every adult should have an advance directive

Congratulations on taking the first step toward completing an advance directive.

This document allows you to name someone to speak for you if you are unable to speak for yourself. This person will make sure your wishes are honored.

When we turn 16, we can legally drive. When we turn 21, we can legally drink alcohol. And when we turn 18, we can enlist in the military, as well as choose what we would want regarding our health care. All of us could face serious illness or injury at any age. An advance directive can ease the stress on family members and loved ones if they are faced with critical decisions about your care.
Swedish believes everyone 18 and older should have an advance directive, which provides this key information for your doctor and family:

- It says what kind of medical treatment you want.
- It says who can make decisions for you if you are unable to make them yourself.

**PEACE OF MIND**

Advance directives can be simple or detailed. This packet allows you to decide. You can simply name someone to make decisions on your behalf. Or you can include more instructions about treatments such as cardiopulmonary resuscitation (CPR), mechanical ventilation (breathing machine), or insertion of a feeding tube.

Know that if you change your mind about a decision, you can revise your advance directive at any time.
It’s never too soon to have a conversation with your family. If you want care that takes into consideration your values, preferences and priorities, then an advance directive can help.

The following information will help you and the people you love make informed and shared health care decisions for the future.

Download this tool kit at Swedish.org/AD.
Choose your health care representative

Name someone you trust to make health care choices for you if you are unable to make your own decisions.

Your health care representative may be a family member or friend who:

- Is 18 or older

- Knows you well

- Is willing to accept this responsibility

- Is able to make difficult decisions based on your wishes

- Will communicate effectively with health care
providers and family members the information that you provide in this packet

Your representative cannot be your doctor or someone who works at the hospital or clinic where you are receiving care, unless he or she is a family member.

Your health care representative can:

• Decide where you will receive care

• Select or dismiss health care providers

• Agree to or say no to medications, tests and treatments

• Say what happens to your body and organs after you die
• Take legal action needed to carry out your wishes

Give a copy of your signed advance directive to your health care representative, family, friends and medical providers.

“I gave my advance directive to my family as well as my health care team, so if ever I could not speak for myself, my family would know how to help guide my care.”
– Rebekah M.
Your health care representative’s authority
Your health care representative can help make the following decisions for various life-support treatments:

**CPR OR CARDIOPULMONARY RESUSCITATION**
This may involve:

- Pressing hard on your chest to keep your blood pumping
- Electrical shocks to jump-start your heart
- Medicines in your veins

**BREATHING MACHINE OR VENTILATOR**
A machine that pumps air into your lungs and breathes for you (While on a ventilator, you would be unable to talk or eat.)
DIALYSIS
A machine that cleans your blood if your kidneys stop working

FEEDING TUBE
A tube used to feed you if you cannot swallow (The tube may be passed down your throat to your stomach or surgically inserted through your abdomen to your stomach.)

BLOOD TRANSFUSIONS
The process of giving you donated blood, usually through an IV line into a vein in your arm

END-OF-LIFE CARE
If you might die soon, your health care representative can:
• Call a spiritual leader or advisor
• Decide if you die at home or in the hospital

• Decide whether an autopsy will be performed

• Decide about organ donation

• Decide where you should be buried or cremated

Write down any decisions you do not want your health care representative to make:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Name ___________________________________________ Date of Birth ______________________
Name your health care representative

I want this person to make my medical decisions if I cannot make my own:

______________________________
Full name

______________________________
Address

______________________________
Home phone         Work phone         Cell phone

______________________________
Email

If the first person cannot make my medical decisions, then I designate this alternate:

______________________________
Full name

______________________________
Address

______________________________
Home phone         Work phone         Cell phone

______________________________
Email
Put an X next to the sentence you agree with:

☐ My health care representative will make decisions for me only after I become unable to make my own decisions.

OR

☐ My health care representative can make decisions for me right now, after I sign this form.

How do you want your health care representative to follow your medical wishes?
Put an X next to the one sentence you most agree with:

☐ **Total flexibility**: It is OK for my health care representative to change any of my medical decisions if, after talking with my doctors, he/she thinks it is best for me at that time.
☐ **Some flexibility:** It is OK for my health care representative to change some of my medical decisions if, after talking with my doctors, he/she thinks it is best for me at that time.

☐ **Minimal flexibility:** I want my health care representative to follow my medical wishes as closely as possible. Please respect my decisions, even if doctors recommend otherwise.

These are some of my wishes I particularly want respected:

_________________________________________________________________________

_________________________________________________________________________

_________________________________________________________________________

Name ___________________________ Date of Birth ___________________________
Make your health care choices

Think about what makes your life worth living. Put an X next to **all** the sentences you agree with.

☐ My life is always worth living no matter how sick I am.

My life is **only** worth living if I can:

☐ Communicate with family and friends
☐ Wake up from a coma
☐ Feed, bathe, or take care of myself
☐ Be free from pain
☐ Live without being hooked up to machines
☐ I am not sure

If I am dying, it is important for me to be (choose one):

☐ at home
☐ in a hospital or other care center
☐ It is not important to me where I am cared for
“Filling out an advance directive gives you an opportunity to talk about what types of treatment you’d want, before something traumatic happens.”

**RELIGION OR SPIRITUAL BELIEFS**

Is religion or spirituality important to you?  
☐ No  ☐ Yes

Do you have a religion or faith tradition?

What should your doctors know about your religious or spiritual beliefs?

Name ___________________________  Date of Birth ___________________________
Make your health care choices

LIFE SUPPORT

Life-support treatments are used to try to keep you alive. These include CPR, a breathing machine, feeding tubes, dialysis, blood transfusions, or medicine.

Put an X next to the one statement you most agree with.

If I am so sick that I may die soon, I would like my health care team to:

☐ Try all life-support treatments that my doctors think might help. If the treatments do not work and there is little hope of getting better, I want to stay on life-support machines even if I am suffering.
☐ Try all life-support treatments that my doctors think might help. If the treatments do not work and there is little hope of getting better, I do NOT want to stay on life-support machines. If I am suffering, I want to stop and be allowed to die gently.

☐ I do not want life-support treatments even if my doctors think they might help. I want to focus on being comfortable. I prefer to have a natural death.

☐ I want my health care representative to decide for me.

☐ I am not sure.
What other wishes are important to you?
Make your health care choices

Your doctors may ask about organ donation and an autopsy after you die.

DONATING YOUR ORGANS

Put an X next to the one choice you most agree with. Donating your organs can help save lives.

☐ I want to donate my organs.

Which organs do you want to donate?

☐ any organ
☐ only (Please specify which organ(s) or tissue, etc.)

☐ I do not want to donate my organs.
☐ I want my health care representative to decide.
☐ I am not sure.

Name

Date of Birth
AUTOPSY

An autopsy can be done after death to find out why someone died. It’s a surgical procedure. It can take a few days.

☐ I want an autopsy.

☐ I do not want an autopsy.

☐ I only want an autopsy if there are questions about the cause(s) of my death.

☐ I want my health care representative to decide.

☐ I am not sure.

“An advance directive is really one of the best things you can leave with your family and friends”

Valerie F.
Sign the form

Before this form can be used, you must:

- Sign this form if you are at least 18
- Have two witnesses sign the form or have it notarized by a notary public

Sign your name and write the date.

Signature                       Date

Print name

Address

WITNESSES

Before this form can be used, you must have two witnesses sign the form or a notary public notarize it. Your witnesses must:

Name                          Date of Birth
• Be at least 18

• Know you

• See you sign this form

Your witnesses cannot:

• Be the person you named as your health care representative

• Be your doctor or other health care provider

• Work for your medical center or health care Provider

• Be related to you in any way

Name

Date of Birth
• Benefit financially — eligible for any money or property — after you die

• Work at the place where you live

If you do not have two witnesses, a notary public can sign on Page 29.
Sign the form
Have your witnesses complete this page.

By signing, I promise that I saw ____________

sign this form. Name

He/she was thinking clearly and was not forced
to sign this form. I also promise that:

• I know this person and he/she could prove
  who he/she was

• I am at least 18

• I am not his/her health care representative

• I am not his/her health care provider

• I do not work for his/her health care provider

Name  Date of Birth
- I do not work where he/she lives

- I am in no way related to him/her

- I will not benefit financially — eligible for any money or property — after he/she dies

### Witness #1

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### Witness #2

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Sign the form

NOTARY PUBLIC

Take this form to a notary public ONLY if two witnesses have not signed. The notary public will require that you have photo ID, such as a driver’s license or passport, with you.

State of Washington

County of _____________

I certify that I know or have satisfactory evidence that ______________________ is the person who

(Name of Person)

appeared before me, and said person acknowledged that (he/she) signed this instrument and acknowledged it to be his/her free and voluntary act for the uses and purposes mentioned in the instrument.

(Notary Seal) Dated: ______________

______________________________
(Signature of Notary Public)

Title: _________________________

My appointment expires ______

NOTE: The advance directive to scan to health care record is eighteen pages, numbered 11 through 29.
Submit a copy of your completed advance directive to your health care providers

This advance directive is in compliance with the Revised Code of Washington Chapters 70.122 and 71.32.

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With special thanks to:

• Rebecca Sudore, M.D., Division of Geriatrics, University of California, San Francisco;
• Clinical staff at Cedars-Sinai, Los Angeles, CA
Get the Most Out of Your Advance Directive

TALK TO YOUR LOVED ONES
This is important. Your family members and close friends can help in your decision-making process. Remember, you are the expert about what matters most to you, and it’s best to share this information with your loved ones in advance of any unforeseen need.

TALK TO YOUR DOCTOR
Have a conversation with your doctor to make sure he/she understands your preferences and future goals for care. It’s often easiest to start with the basics. Bring this up at one of your next visits. Talk about what is important for your health and health care. Discussing the goals of treatment and care is important at any time, but
especially when there has been a change in your health and/or when you are undergoing treatment for a medical condition. Your doctor and other health care providers can make sure your wishes are known and followed, but they can only do this if you have made that information available.

RECORD YOUR WISHES
Once you have chosen your health care representative, and you’ve decided on your preferences for future care or goals of care, use the forms in this brochure to record your decisions.

RETURN YOUR COMPLETED ADVANCE DIRECTIVE — WITNESSED OR NOTARIZED
Now that you have spoken to your family
members and doctor, and everyone understands your wishes, the most important step is to have your wishes recorded in our medical record system. Be sure to make copies of your signed advanced directive. Give a copy to your primary doctor and to your health care representative. If you are admitted to a hospital for the first time, make sure you or your health care representative gives a copy to health care providers attending to you.

Only send others a photocopy or scanned version of your advance directive. Keep your original in a safe, yet easily accessible, place.

CONTINUE THE DIALOGUE
You may have several conversations with your doctor, and over time your wishes and goals
may change. Continuing the dialogue ensures that everyone understands your current preferences. You can change your choice of health care representative and preferences any time. If your wishes change, fill out a new advance directive and tell your health care representative, your family and provide a photocopy or scanned version to your doctor. It’s never too late or too early to reflect on goals and wishes.

**REVIEW REGULARLY:**

Review your health care wishes whenever any of the “Five Ds” occur:

- **Decade** – when you start each new decade of your life, or experience a significant life change, such as your child turning 18.
- **Death** – whenever you experience the death
of a loved one.

• Divorce – when you experience a divorce or other major family change.

• Diagnosis – when you are diagnosed with a serious health condition.

• Decline – when you experience a significant decline or deterioration of an existing health condition, especially when you are unable to live on your own.

**KEY STEPS TO HAVE YOUR WISHES HONORED**

| Complete an advance directive at age 18 | Update advance directive periodically | Diagnosed with serious illness (at any age) | Complete a POLST form with doctor | Treatment wishes honored |
WHAT IS THE DIFFERENCE BETWEEN AN ADVANCE DIRECTIVE AND POLST FORM?

POLST stands for Physician Orders for Life-Sustaining Treatment. A POLST form complements an advance directive and is not intended to replace it.

ADVANCE DIRECTIVE

- For anyone 18 and older

- Provides instructions for future treatment if the individual becomes unable to make decisions for himself or herself

- Appoints a health care representative to act on the individual’s behalf if he/she loses the ability to make decisions
• Does not guide ambulance personnel or emergency medical technicians in an emergency situation

• Guides an individual’s family members and doctors in making treatment decisions in the hospital, long-term care facility or home

• Patients complete their own form; must be notarized or signed by two witnesses.

**POLST**

• For people with serious illness — at any age

• Provides medical orders for current treatment

• Guides actions by ambulance personnel or emergency medical technicians
• Guides inpatient treatment decisions when made available

A health care professional completes the form after having a conversation with the patient; the doctor and the patient (or health care representative) must sign the POLST form for it to be valid.

**WILL MY HEALTH CARE REPRESENTATIVE BE RESPONSIBLE FOR MY MEDICAL BILLS?**
No.

**WHAT IF I DON’T CHOOSE A HEALTH CARE REPRESENTATIVE?**
If you are too sick to make your own decisions and do not have an appointed guardian or Durable Power of Attorney for Health Care, your doctors and providers will follow Washington state law, which sets the following
order of priority for people to make decisions on your behalf if you cannot:

1. Your spouse/registered domestic partner; if none then:

2. Your adult children (at least 18 years of age; decision must be unanimous if more than one child); if none then:

3. Your parents (decision must be unanimous); if none then:

4. Your adult brothers and/or sisters (decision must be unanimous)

WHAT IS PALLIATIVE CARE?

Palliative care means patient- and family-centered care that addresses physical, emotional, social and spiritual needs in addition
to medical treatments, and seeks to improve quality of life for the ill person and his or her family. In addition to anticipating, preventing and treating suffering, palliative care teams preserve personal opportunities for ill people and their families.

WHAT IS THE DIFFERENCE BETWEEN PALLIATIVE AND HOSPICE CARE?

Palliative care is comprehensive specialized care for people with life-limiting illnesses who want to find relief and live their lives to the fullest. The goal is to help ease your suffering and enhance your quality of life while you continue to receive active disease treatment.

Hospice programs deliver palliative care through specialized teams that serve people
with incurable conditions who have a limited life expectancy. It is considered when options for curing illness are either no longer available or desired by the patient. Hospice acknowledges that death is approaching, affirms life and regards dying as a natural process of human life.

Hospice and palliative care services can be provided in the patient’s home or place of residence.
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Swedish Health Services and its affiliates1 (collectively “Swedish”) comply with applicable federal civil rights laws and do not discriminate on the basis of race, color, national origin, age, disability or sex. Swedish does not exclude people or treat them differently because of race, color, national origin, age, disability or sex. Swedish:

(1) Provides free aids and services to people with disabilities to communicate effectively with us, such as: (a) Qualified sign language interpreters; and (b) Written information in other formats (large print, audio, accessible electronic formats, other formats).

(2) Provides free language services to people whose primary language is not English, such as: (a) Qualified interpreters; and (b) Information written in other languages.
If you need any of the above services, please contact the appropriate civil rights coordinator below. If you need Telecommunications Relay Services, please call 1-800-833-6384 or 7-1-1.

If you believe that Swedish has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance with Swedish by contacting the civil rights coordinator for your service location as listed below:

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<th>Service location</th>
<th>Civil rights coordinator</th>
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| All locations except Swedish Edmonds | Civil rights coordinator, 101 W. 8th Ave., Spokane, WA 99204  
Telephone: 1-844-469-1775; Interpreter line: 1-888-311-9127 |
| Swedish Edmonds    | Civil rights coordinator (Bed Control), 21601 76th Ave. W. Edmonds, WA 98026  
Telephone: 1-844-469-1775; Interpreter line: 1-888-311-9178 |
| Senior Services    | Civil rights coordinator, 2811 S. 102nd St., Suite 220, Tukwila, WA 98168  
Telephone: 1-844-469-1775; Interpreter line: 1-888-311-9127;  
Email:Nondiscrimination.pscs@providence.org |
You can file a grievance in person or by mail, fax or email. If you need help filing a grievance, one of the above-noted civil rights coordinators is available to help you.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at https://ocrportal.hhs.gov/ocr/portal/lobby.jsf, or by mail or phone at:

U.S. Department of Health and Human Services
200 Independence Ave. SW Room 509F, HHH Building Washington, DC 20201
1-800-368-1019, 800-537-7697 (TDD).

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ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 888-311-9127 (Swedish Edmonds 888-311-9178) (TTY: 711).

注意：如果您講中文，我們可以給您提供免費中文翻譯服務，請致電 888-311-9127 (Swedish Edmonds 888-311-9178) (TTY: 711)

CHÚ Ý: Nếu bạn nói Tiếng Việt, các dịch vụ hỗ trợ ngôn ngữ miễn phí có sẵn dành cho bạn. Gọi số 888-311-9127 (Swedish Edmonds 888-311-9178) (TTY: 711).

PAUNAWA: Kung nagasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa 888-311-9127 (Swedish Edmonds 888-311-9178) (TTY: 711).

주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 888-311-9127 (Swedish Edmonds 888-311-9178) (TTY: 711) 번으로 전화해 주십시오.

ВНИМАНИЕ: Если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните 888-311-9127 (Swedish Edmonds 888-311-9178) (телефон: 711).

ΠΡΟΣΟΧΗ: Αν μιλάτε ελληνικά, έχετε δωρεάν υπηρεσίες υποστήριξης γλωσσικής υποστήριξης διαθέσιμες. Καλέστε την 888-311-9127 (Swedish Edmonds 888-311-9178) (τηλέφωνο TTY 711).

Yürüjün iletişim: Eğer Türkçe konuşuyorsanız, ücretsiz dil destek hizmetleri bulunmaktadır. 888-311-9127 (Swedish Edmonds 888-311-9178) (TTY 711) numarası ile arayın.

توجه: اگر به زبان فارسی صحبت می کنید، تسهیلات زبانی بصورت رایگان برای شما فراهم می‌شود. با شماره 888-311-9127 (Swedish Edmonds 888-311-9178) تماس بگیرید.

注意事項：日本語を話される場合、無料の言語支援をご利用いただけます。888-311-9127 (Swedish Edmonds 888-311-9178) (TTY: 711) まで、お電話にてご連絡ください。

Việt Nam: Nếu bạn nói tiếng Việt, các dịch vụ hỗ trợ ngôn ngữ miễn phí có sẵn dành cho bạn. Gọi số 888-311-9127 (Swedish Edmonds 888-311-9178) (TTY: 711) để liên lạc.

 Applicant Information: 888-311-9127 (Swedish Edmonds 888-311-9178) (TTY: 711)


โปรดทราบ: หากคุณพูดภาษาไทย คุณสามารถใช้บริการความช่วยเหลือทางภาษาได้โดยไม่มีค่าใช้จ่าย โทร 888-311-9127 (Swedish Edmonds 888-311-9178) (TTY: 711)
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