

## BIDMC A Guide to Advance Care Planning (ACP) – COVID ED/Floor Version

This guide gives: 1) a simple 3-step framework, 2) sample phrases to facilitate effective conversations about goals of care and 3) key steps for documenting this work in BIDMC OMR.

<b>1: Identify a PROXY</b>	
<b>If no proxy:</b>	<i>Who should be your voice and make medical decisions for you if you can't speak for yourself?</i>
<b>If proxy:</b>	Verify information is still accurate: <i>"Is NAME still your health care proxy?"</i>
<b>Introduce topic</b>	<i>"Have you and NAME discussed your preferences about your medical care?"</i>
<b>Document:</b>	<b>In OMR, enter name and phone # under <a href="#">Advance Care Planning</a> &gt; <a href="#">Health Care Proxy</a> &gt; <a href="#">Edit</a></b>
<b>2: Elicit patient PREFERENCES.</b> These are sample phrases.	
<b>Explore values</b>	<ul style="list-style-type: none"> <li>- <i>"Considering your illness, what are you most hoping for? What are you most worried about?"</i></li> <li>- <i>"Tell me what is most important to you. If time were limited, what would matter most?"</i></li> <li>- <i>"Are there any physical or mental limitations that you would consider unacceptable?" (i.e. being unable to walk/talk/eat by mouth/live at home...)</i></li> </ul>
<b>Normalize</b>	<i>"Many pts say they wouldn't want to be kept alive on a machine. Have you thought about that?"</i>
<b>3: Recommend a PLAN.</b> Patients want and expect guidance. Acknowledging uncertainty, give a recommendation taking into account the patient's goals/values and likely prognosis.	
<b>All patients</b>	<i>"COVID can damage the lungs and cause difficulty breathing, which may mean you cannot breathe on your own without a ventilator, aka a breathing machine. COVID can also lead to heart problems and death. <b>If</b> you develop breathing or heart problems severe enough that doctors are considering a breathing machine or CPR . . ."</i>
Robust pt	<i>"...we hope you would improve on the machine. We worry that it's possible you would not survive or recover enough to leave the hospital".</i>
High-risk pt	<i>"...we do not think you would recover enough to come off the machine. Given that we do not think it would help you survive, we do not recommend a breathing machine or CPR. However, we could continue all other treatments and also make sure you are comfortable".</i>
<b>Ask for a reaction. Allow emotion</b>	<ul style="list-style-type: none"> <li>- <i>"What are your thoughts or questions about that?"</i></li> </ul> <p>Pause and allow for a response. Respond to the patient's emotions. <i>"These are hard things to think about. I wish we had better treatments. We want to support you as best we can."</i></p>
<b>Ask permission</b>	<i>"May I summarize what we have discussed?"</i> Choose appropriate option below.
<b>Pt with clear and feasible wishes.</b>	<i>"You seem clear in your desire to avoid being put on a machine. I think that is a reasonable choice, which we will document for you". <a href="#">DNR/DNI order, MOLST form.</a></i>
	<i>"I understand that you wish the medical team to do everything possible to prolong your life, including being on a ventilator and attempts at CPR. I will document your wishes." <a href="#">Full code</a></i>
<b>Pt ambivalent</b>	<ul style="list-style-type: none"> <li>- <i>"These are hard decisions and I understand why you'd like to think about them more."</i></li> <li>- If pt remains ambivalent: <i>"While you are deciding, our default would be to put you on a breathing machine and attempt CPR, if you get that sick. Someone will follow up on this conversation after you've had time to think." <a href="#">Consider referral to Pall Care</a></i></li> <li>- Consider proposing a time-limited trial: <i>"Some people want to try a breathing machine for a limited period of time with a plan to stop if they are not improving. Is that something you would consider?"</i></li> </ul>
<b>Document:</b>	<b>Enter note in OMR. Check the <input type="checkbox"/> Advance Care Planning box <a href="#">under the note.</a></b>

