



Barnsley
Community
Health and
Care Alliance



Advance Care Planning

Information and guidance



**What's important
to you?**

What is advance care planning?

Advance care planning is a process where people make plans for their own future health care, based on what they would like to happen if they become unable to make decisions for themselves.

- It's done in discussion with health professionals, family members and people that know them well.
- It's voluntary.
- The person has to be over 18 and have capacity to make decisions at the time the advance care planning is done.

Why should you plan your care?

It helps others to feel confident they are giving you care the way you would want it.

Once you have your plan in place, you can relax and get back to focusing on today.

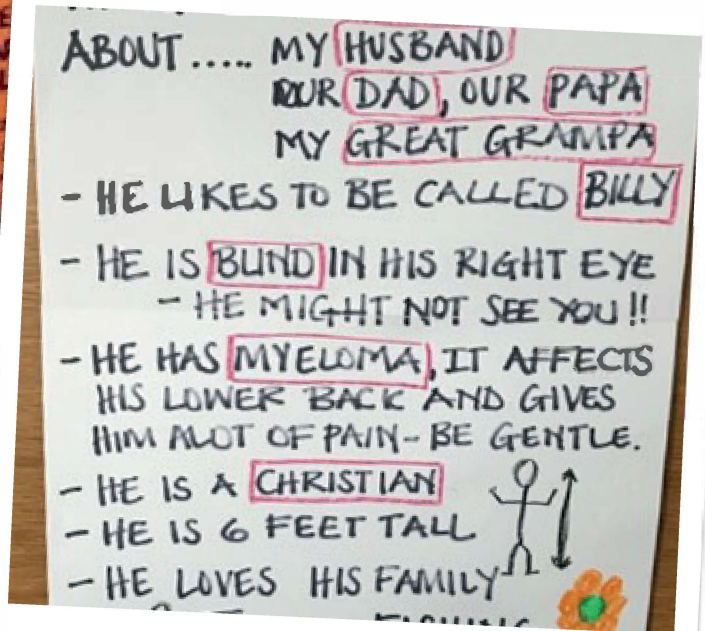
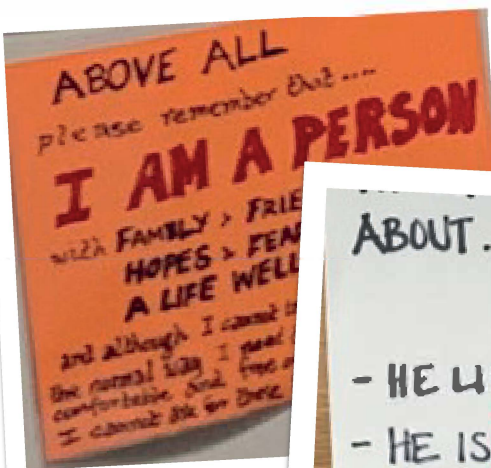


What matters to you?

What is important to you in your life?

And what would you want people to know about you, so they can make the right decisions for you if you are unable to contribute to those decisions at that time.

Thinking about what matters to you is a reminder of what you enjoy, and a reminder to live life to the full.



So why are we so bad at it?



It's all the things we find hard to talk about

It's in our culture to want to avoid talking about end of life, loss, money, lack of capacity, care.

Conversations about these things are emotional and difficult.

We tend to focus on the negative

But... these conversations shouldn't be negative at all!

They should be positive, about dignity and choice and preferences.

It should be about what we love and what is important to us.

It's hard to imagine the future

The future feels like a long way away. It's hard to imagine things will ever be any different to how they are today.

Thinking about the future doesn't come naturally and easily to us.

But times do change. Do you remember when...

- you couldn't browse the internet (dial up) and use your home landline at the same time?
- telephones were attached to the walls with wires?
- you recorded your favourite TV programmes on a VHS video recorder to watch again later?



Types of Advance Care Planning

There are three different types of advance care plan:

- **Statement of preferences and wishes**
- **Advanced decision to refuse treatment**
- **Lasting power of attorney**

The important thing is to get started. Perhaps, start with stating your preferences and wishes. Just get started.

It's not like naming a boat!

Apparently it's considered unlucky to re-name a boat. So once a boat has a name, it can't be changed.

But writing an advance care plan is **NOT LIKE NAMING A BOAT**. If your wishes change in the future, you can just make a different plan.

The important thing is to get started.



1. Statement of preferences and wishes

An Advance Statement can be made about any aspect of care, accommodation or lifestyle.

These statements are a great way to share who you are at a personal level, what you like, what brings you joy, what is important to you.

These statements are considered as evidence of a person's wishes when a 'best interests decision' is being made, but note they are not legally binding.

A best interests decision is one that is made after consideration of all the current relevant circumstances.



There are many templates available to help you make a statement of preferences and wishes.

Advance Statement

My health and the future

An Advance Statement is a record of your wishes, feelings, beliefs and values, which can be used if you later become unwell and need care or medical treatment.

By writing an Advance Statement you will give those around you (your family, carers, and healthcare team) a clear idea of what you want if you cannot tell them.

Your Advance Statement is not legally binding. This means that a healthcare professional does not have to follow the instructions that are in it. However, what you write in your Advance Statement is still important because it must be taken into account when someone is making a decision for you.

COMPASSION IN DYING.
SUPPORTING YOUR CHOICES

With thanks to
St Joseph's Hospice

My Details

Name: _____ Date of birth: _____

Address: _____

Email address: _____ Phone number: _____

My One-Page Profile

What people appreciate about me

I am a wife, a mother, a daughter, a sister and an auntie. I have lots of friends - some I have known for ages.

Positive and upbeat

Passionate about palliative and end of life care and a person-centred approach to care

Proud of being a nurse and working with the end of life care team

Love to make a difference

I talk a lot!

What is important to me

My Family

My husband David and children Isaac and Sam. Our family dog Rex.

My friends and colleagues and especially my colleagues in the end of life care team. Sharon and Claire are like sisters to me.

My home and my friends are really important as I value quality family time in being together.

Skills

It is part of my identity, who I am. I love my job and proud of what I do. I love my colleagues and would trust them with my life.

Interests

I love when David is at home and will eat them meatless (I love food and the enjoyment of eating). I do the outdoors, but not too dark and often. I love when I can see the stars and will eat them in the night. I love when I can see the stars and will eat them in the night. I love when I can see the stars and will eat them in the night.

Values

I love music - all kinds from classical and modern. I love when I can see the stars and will eat them in the night. I love when I can see the stars and will eat them in the night.

Beliefs

I believe in the power of love and the power of the human spirit. I believe in the power of the human spirit and the power of love.

How to support me

If I ask you a question please answer truthfully even if it is not the answer I wanted.

I like to be included in making decisions and need to be given choices and not be ordered about. No decision about me without me. Talk to my family but they are not the decision makers!

Let me be myself - I'm a very passionate and creative person, you may have to listen to me and my ideas/thoughts. Remember what and who is important to me.

I have a genuine interest in people. I need you to introduce yourself when we meet so I know who you are.

Kind but who I am as a person, it is important to me that you SEE ME.

Don't assume, don't take over as I like to be in control as much as possible.

2. Advance decision to refuse treatment



This is a legally binding statement **refusing medical treatment** in the future.

It can't be made requiring or agreeing to a certain form of treatment - it can only refuse treatment.

It can only be made about medical treatment and not about personal care or nursing care.

To make one, you have to be at least 18 years old and have the capacity to make that decision.

It's a good idea for a capacity assessment to be carried out at the same time as a person makes an Advance Decision.

There must be no evidence of a change of mind. You can make both Lasting Power of Attorney for health and welfare and an advance decision to refuse treatment, but the one made most recent will take priority i.e. if you make an advance decision to refuse treatment after registering your LPA then your attorney will not be able to override anything it contains.

It can be written in everyday language and doesn't even have to be in writing.

However, it is sensible for it to be fully recorded and for a copy to be put on medical or care notes where it may be seen.

It can only be acted on if a clinician has seen it.

Improvements in medical treatments may mean that over time this Advance Decision is not relevant because the exact circumstances have to be as stated.

Advance Decision can also be overridden if the person needs to be detained under the Mental Health Act.

Many organisations offer tools to help you record an advanced decision.

The image shows two forms for recording an Advance Decision to Refuse Treatment. The left form is titled 'Advance Decision to Refuse Treatment' and is from 'Compassion in Dying'. It includes a section for 'About me' with fields for Name, Address, Date of birth, NHS number, and Distinguishing features. It also has a section for 'GP details' with fields for Name and Surgery. The right form is titled 'Advance decision to refuse treatment' and is from 'Alzheimer's Society'. It includes a section for 'About me' with fields for First name, middle name(s), surname, Date of birth, Address, and Postcode. Both forms include instructions on how to use them and contact information for help.

Advance Decision to Refuse Treatment

This Advance Decision to Refuse Treatment sets out the situations in which I want to refuse medical treatment should I lack capacity to make or communicate that decision in the future. I have carefully considered these decisions and I confirm that I have capacity to make them. I understand that decisions about my diagnosis and prognosis will be made by the doctor in charge of my care.

Need help filling this in?
If you have any questions, you can contact Compassion in Dying's Information Line on:
T 0800 999 2434
E info@compassionindying.org.uk

1. About me
Name: _____
Address: _____
Date of birth: _____ NHS number: _____
Distinguishing features: _____

2. GP details
Name: _____ Surgery: _____

Advance decision to refuse treatment

Alzheimer's Society
United Kingdom

It is important to read factsheet 463, 'Advance decisions and advance statements' before filling out this form.

You can use this form to write down any specific treatments that you would not want to be given in the future, if you do not have mental capacity to refuse those treatments yourself at the time. It is helpful to include as much detail as you can, so it is better to write down the circumstances in which you would not want to receive the treatment.

This form will only be used if you do not have mental capacity to decide about having the specified treatment. It cannot be used to refuse basic care, comfort and support.

If you are refusing treatment which is, or could be, life-sustaining, you must state specifically that you are refusing it even if your life is at risk as a result.

First name, middle name(s), surname: _____
Date of birth: _____
Address: _____
Postcode: _____

3. Lasting Power of Attorney

A Lasting Power of Attorney (LPA) gives someone else the power to make decisions as if they are the person. An LPA needs to be formally registered with The Office of the Public Guardian.

There are two types of LPA:

- **Property and Affairs** - decisions about the person's finances.
- **Personal Welfare** - decisions about medical and social care.

The same person may be given both forms of LPA but the applications have to be made separately e.g. one for property and affairs and one for personal welfare.



A Property and Affairs LPA can make decisions and take action for the person even if the person has capacity.

The LPA needs to ensure either that they are working with the person's agreement or that the person lacks capacity for that particular decision.

A Health and Welfare LPA can only make decisions if the person lacks capacity to make that particular decision.

Important: LPA for health and welfare

A person with an LPA must act in the person's best interests.

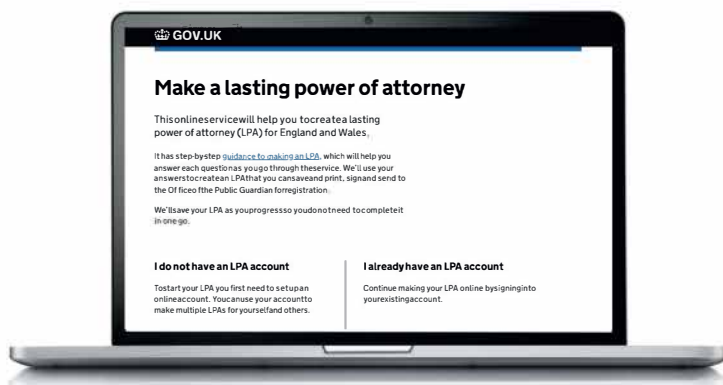
If there are concerns that this isn't happening their case may be referred to the Safeguarding Adults process.

If there is dispute about the treatment, or if the LPA documentation is not available, treatment to sustain life will normally be given.

Emergency treatment should always be given.

There is an £82 application fee to register each LPA.

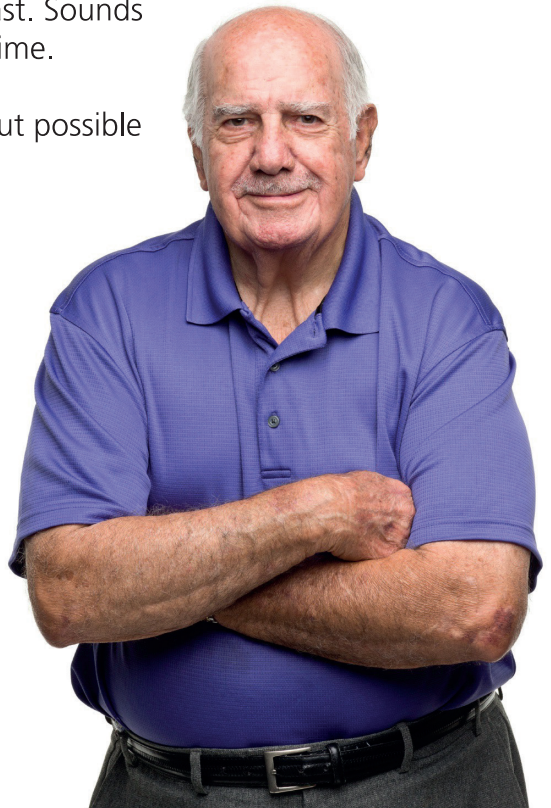
If the donor has an income below £12,000, or gets certain benefits, they might qualify for a reduction.



<https://www.gov.uk/power-of-attorney>

How to start the conversation

1. Rather than launch straight in, it might help to agree a particular time with your loved ones to have this conversation.
2. Say it's important to know what you/they want is taken into account. It can be hard on loved ones if they have to guess.
3. Acknowledge that it can be a difficult thing to talk about. Agree to stop at any time.
4. Reminisce. Explore what is important by talking about the past.
5. Use the power of nostalgia. Cook a favourite meal, play favourite tunes from the past. Sounds and smells transport us in time.
6. Use hypotheticals. Talk about possible scenarios.



If emotions run high

- Stop and take a break.
- You don't have to go through and agree everything in one go. You can have multiple conversations.
- Think about something else for a bit. Read a book. Go for a walk. Call a friend. Play with a pet.



Letter to your future self

Write a letter to yourself on the page overleaf. Describe what is important to you today.

You'll read it in 6 months time.

What do you want to tell your future self?

Cut it out and put it in an envelope or just keep it in this booklet and come back to it 6 months from now.

Note: Put a date in your calendar to remind you to read it. In 6 months time, ask yourself again what else is important to you.



From me to me...

Date: _____

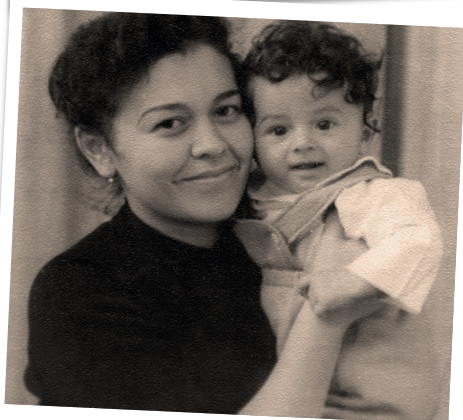
These things are important to me

[illegible]

18 horizontal lines for writing.

I'll look at this again on (date): _____







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