

# First Steps® ACP Facilitator Certification Friday, December 3, 2021 8:00 AM- 4:30 PM

6100 Western Pl, Ste. 800  
Fort Worth, TX 76107  
[View Map](#)  
817-870-7040

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.

Respecting Choices® is an internationally recognized, evidence-based model of advance care planning (ACP) that creates a healthcare culture of person-centered care—care that honors an individual's goals and values for current and future healthcare.

For more information on program see <https://www.careandprepare.org>

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**To Register:** Complete this registration form and mail with your check made out to Care & Prepare to:

Leah Wingard  
Care & Prepare  
PO Box 12424  
Fort Worth, TX 76110  
For questions you may call  
817-247-1776

Or email us at: [info@CareAndPrepare.org](mailto:info@CareAndPrepare.org)

**Registration Fee:** \$325

**Registration Deadline:** November 12, 2021

**Pay online at:** [PayPal link at end of page](#)

**Attendee Information:**

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

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. **Please notify us if you have special dietary requirements: 817-247-1776**

### Pre-Course Assignment

1. Complete the Respecting Choices **First Steps® ACP Facilitator Online Core Curriculum – first 4 modules.**
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

7:30 am	<i>Continental Breakfast</i>
8:00 am	<b>Welcome and Introductions - Overview of Course</b>
8:20 am	First Steps® ACP, a POLST Paradigm program
8:45 am	Review of Advance Steps ACP Facilitation Skills
9:45 am	<i>Break</i>
10:00 am	<b>Practice Role-Play Exercise #1 (work in groups of three)</b>
10:45 am	Help Make Informed Treatment Decisions
11:15 am	<b>Practice Role-Play Exercise #2 (work in groups of three)</b>
12:00 pm	<i>Lunch</i>
12:30 pm	<b>Help Make Informed Treatment Decisions (continued)</b>
1:30 pm	<b>Practice Role-Play Exercise #3 (work in groups of three)</b>
2:15 pm	<i>Break</i>
2:30 pm	<b>Making POLST Work: What the Facilitator Needs to Know</b>

3:15 pm **Final Competency Role Play** (*work in groups of four*)

4:15 pm **Summary and Evaluation - & Next Steps?**

4:30 pm *Adjourn*