

# Advance Care Directive Factsheet

## A clear path to care

# How to file hard copy Advance Care Directive, Advance Care Plan and Resuscitation Alert forms in medical records

The plastic folder is to be placed behind the **Alert Sheet** in the medical record when a person has any of the following:

1. An **Advance Care Directive\***
2. An **Advance Care Plan\*\***
3. A **Resuscitation Alert (MR-Resus)** and, when required, a Resuscitation Alert Confirmation form.

The order of their placement in the plastic folder is:

The diagram illustrates the correct order for placing documents in a plastic folder. It shows four forms: 1. Resuscitation Alert (MR-Resus-A) form, 2. Advance Care Directive Form, 3. South Australian Statement of Choices form, and 4. Resuscitation Alert Confirmation form. The 4th form is shown being inserted into the folder facing outward.

1. **Resus Alert (MR- Resus)** goes on top with “Step 4 Resuscitation Plan” facing upwards. A copy of the MR-Resus goes next to the MR59A obs chart - see RDR fact sheet.

2. **Advance Care Directive** (if they have one)\*

3. **Advance Care Plan** (if they have one)\*\*

4. **Resus Alert Confirmation (MR-Resus-A)** (if they have one)

\* Advance Care Directives recognised in SA include: Enduring Powers of Guardianship, Medical Powers of Attorney, Anticipatory Directions and similar documents from other Australian jurisdictions.

\*\* An Advance Care Plan (ACP) is an informal document and can include Respecting Patient Choices, Palliative Care Plan, Ulysses agreement or other documents for Advance Care Planning.

## For more information



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