

First Steps[®] ACP Facilitator Certification

Friday, April 27, 2018

7:30AM-4:30 PM



Respecting Choices[®] First Steps[®] Advance Care Plan (ACP) Facilitator Certification is designed for professionals such as social workers, nurses, clergy, physicians, and others involved in assisting individuals 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. <http://makingchoicesmichigan.org/resources/documents>

The online component includes interactive courses intended to help you learn basic ACP concepts, allowing you 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.

To Register:

Making Choices Michigan
Attn: Meagan Zoodsma
770 Kenmoor Ave SE, Suite 101
Grand Rapids, MI 49546
616-421-4840
mzoodsma@makingchoicesmichigan.org

Registration Fee: \$195.00

**Payment: PayPal, or check payable to:
Making Choices Michigan**

Registration Deadline: April 20, 2018

Complete this registration form and return by email, or mail.

Attendee Information

Full Name (type or print)		Credentials
Employer & Position		
Work Address (street, mail station, city/ST/ZIP)		
Work email/Home email		
Work Phone/Home phone		

Registration confirmation and on-line course directions will follow.

Pre-Course Assignment

1. Complete Respecting Choices **First Steps® ACP Facilitator Online Core Curriculum**. Note: There are FOUR online modules in the curriculum. **You must complete all 4 modules** to be eligible to participate in the all-day classroom experience.
2. Complete “practice” **Advance Directive document**; submit to Instructor for review (this will be returned to participant). The Making Choices Michigan Advance Directive document is available at <http://makingchoicesmichigan.org/documents/> Scroll to bottom of page for downloadable form in English or Spanish.
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

7:30am	Registration and light breakfast
8:00	Introductions and Welcome
8:30	Review of First Step ACP Facilitation Skills
9:30	<i>Break</i>
9:45	Practice Role-Play Activity
10:30	Review of ACP Facilitation Skills
11:30	Practice Role-Play Activity
12:15 pm	Debrief: What skills did you learn?
12:30	<i>Lunch (provided)</i>
1:15	The Personal Engagement Activity
1:30	Create Strategies to Communicate the Plan
2:15	<i>Break</i>
2:30	Making ACP Work: What the Facilitator Needs to Know
3:00	Final Competency Role Plays
4:30	Summary/Evaluation/ <i>Adjourn</i>

Location: Making Choices Michigan (inside BDO building on east side of road)
770 Kenmoor Ave SE, Suite 101, Grand Rapids, MI 49546

Instructors:

Carol Robinson DNP, MS, BSN, RN, CHPN®. Certified First Step® facilitator and instructor
Community Coordinator, Making Choices Michigan

Rose Seavolt BSN, RN, CCP. Certified First, Next, & Last Step® facilitator and Next Step Organizational Faculty

Course Fee: includes online course materials, manual, light breakfast, catered lunch and refreshments.

Continuing Education Credits: This course has been approved for 7 CEU’s (Nursing) and 6.5 CE credit (Social Work).

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.