



**Respecting Choices First Steps® Advance Care Planning
Facilitator Certification Course**

Wednesday, February 21, 2018
Hills Bank & Trust Community Room
1401 South Gilbert St., Iowa City, IA

Registration: 7:45 a.m.
Program: 8:00 a.m. – 4:30 p.m.

Purpose: The purpose of this program is to assist participants in learning effective communication and interview skills for person-centered ACP facilitation.

Course Objectives

The participants will learn to:

- Identify interview skills for facilitating First Steps® advance care planning (ACP) conversations
- Identify interview skills for facilitating First Steps® ACP conversations with adults with chronic illness
- Create strategies to communicate the plan, including the completion of an advance directive document
- Examine the ACP Facilitator’s role in implementing three key systems for ACP effectiveness
- Demonstrate beginning competency in facilitating First Steps ACP conversations through role-play activities

The certification process consists of:

- Completing four Respecting Choices® Online Facilitator Course online modules (6.25 contact hours) prior to the workshop. Log-in directions for the on-line work, the Honoring Your Wishes Health Care Directive, and additional information will be sent to you approximately one month prior to the course.
- Practicing an ACP discussion after completing the online modules and before the workshop
- Practicing completing an Honoring Your Wishes Health Care Directive and bringing it to the workshop
- Demonstrating competency in facilitating a discussion about basic advance care planning
- Attending an all-day workshop (6.25 nursing contact hours; 6.25 social work CEUs)

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| Agenda: | 8:00 a.m. | Introductions and Welcome |
| | 8:30 | Review of First Steps 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 p.m. | Debrief: What skills did you learn? |
| | 12:30 | <i>Lunch</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 |
| | 4:00 | Summary/Questions |
| | 4:15 | Evaluations |
| | 4:30 | <i>Adjourn</i> |

Faculty

Jane Dohrmann, LISW, ACHP-SW
Director, Honoring Your Wishes
Iowa City Hospice

Whitney Jost, LISW
Social Worker III
University of Iowa Hospitals and Clinics

Emily Light Edrington, BA
Community Outreach Specialist
The Johnson County/Iowa City Senior Center

Credit

Nurses: The all-day session will receive 6.25 nursing contact hours for full attendance by Mercy Hospital Iowa City (IBN #87). No partial credit will be awarded. Social workers: This program is also intended to meet the requirements of 6.25 hours of social work continuing education. Other health care professionals will receive a certificate of attendance.

Intended Audience

Health care professionals (nurses, social workers, physicians, spiritual counselors), clergy and community health leaders

Registration: Attached registration form or @ <https://honoringyourwishes.eventbrite.com>

Registration Deadline: First twenty registrants or by Friday, January 19, 2018

Fee: \$189

(If four on-line Respecting Choices modules have been completed in the last twelve months, the cost is \$89. Verification of completion of modules may be required).

Cancellation Policy

Registration fee will be returned by January 19, 2018. Online modules and materials will be purchased on January 22nd. Online instructions will be sent out to participants the week of January 22nd.

Parking

Hills Bank and Trust requests that you park in the last two rows to the south or in the parking lot to the west of the bank. Please leave the first two rows closest to the bank open to accommodate clients throughout the day. Thank you for your cooperation.

Additional Information

Beverages, muffins, and light snacks will be provided. Lunch will not be served. You may bring a lunch or visit one of the local restaurants during the mid-day break. The temperature in the room may vary. Please plan to dress in layers. If you have further questions, please contact Jane Dohrmann, Director, Honoring Your Wishes, at jane.dohrmann@iowacityhospice.org OR 319-688-4214.

Non-Discrimination and Disability Statement

Iowa City Hospice prohibits discrimination in employment, educational programs and activities on the basis of pregnancy, race, national origin, color, creed, religion, sex, age, disability, sexual orientation, gender identity, or associational preference. Iowa City Hospice also affirms its commitment to providing equal opportunities and equal access to this workshop. Individuals with disabilities are encouraged to attend all Iowa City Hospice sponsored events. If you are a person with a disability who requires an accommodation in order to participate in this program, please contact Jane Dohrmann at 319-688-4214 or jane.dohrmann@iowacityhospice.org.



**First Steps® Advance Care Planning Certification Course
Registration Form**

Name _____

Job title _____ Profession _____

Employer _____

Address _____

Email _____

Phone (c) _____ Phone (h) _____ Phone (w) _____

I understand that to become a certified First Steps® Advance Care Planning Facilitator, I will need to:

- complete the on-line curriculum (6.25 contact hours/CEUs) by Friday, February 16th, 2018
- attend the all-day workshop (6.25 contact hours/CEUs) on Wednesday, February 21st, 2018
- complete an Honoring Your Wishes Health Care Directive and bring it to the workshop
- demonstrate competency in facilitating a discussion about basic advance care planning

Log-in directions for the on-line work, the Honoring Your Wishes Health Care Directive, and additional information will be sent to you approximately one month prior to the course.

Signed _____ Date _____

Registration options:

1) By mail.

_____ \$189. Please make check payable to Iowa City Hospice with Honoring Your Wishes in the memo line. OR

_____ \$89. If four on-line Respecting Choices modules have been completed in the last twelve months, the cost is \$89. Verification of completion of modules may be required. Payment must be made by check.

Please send to registration form and check to: Jane Dohrmann, Honoring Your Wishes, Iowa City Hospice, 1025 Wade St, Iowa City, IA 52240

1) On-line through the link: <http://honoringyourwishes.eventbrite.com> (\$189 payments only). You may pay by credit card or paypal.

2) The organization that you are representing may have arrangements to pay through direct deposit. If this is the case, please inform the course director, Jane Dohrmann, and send registration via fax @ 319-351-5729 or scan and send to: jane.dohrmann@iowacityhospice.org.

Registration deadline: Friday, January 19th, 2018. Class capacity: 20 people.