



## **Honoring Choices Massachusetts offers the Respecting Choices® First Steps ACP Facilitator Certification Course**

Honoring Choices Massachusetts is pleased to offer the internationally recognized Respecting Choices® First Steps Advance Care Planning Facilitator Certification Course in Massachusetts. The course “assists participants in learning effective communication and interview skills for patient-centered Advance Care Planning (ACP) facilitation.” Respecting Choices lists their course objectives as follows:

- Identify interview skills for First Steps ACP discussions;
- Identify interview skills for First Steps ACP for adults with chronic illness;
- Describe strategies for creating a clear, thorough, and accurate advance directive document;
- Identify strategies for community engagement;
- Examine three key systems for building an effective ACP program;
- Demonstrate beginning competency in facilitating ACP discussions through role-play activities.

**Who Can Attend:** Care professionals, nurses, health care staff, social workers, clergy, lay leaders, and *anyone* who engages adults in health care planning discussions. The course is open to Honoring Choices Community Partners and non-Community Partners.

**Course Requirements:** There are two required components to the First Steps® ACP Facilitator Certification Course:

1. A 6 module e-learning prerequisite curriculum that is completed on-line, and
2. An 8 hour in-person class instruction and interaction day.

The 6 module e-learning prerequisite must be completed prior to the in-person group instruction. Read more about the modules here. <http://www.gundersenhealth.org/respecting-choices/training-and-certification/online-courses/facilitator-curriculum>.

**Certification:** Upon completion of both the online and on-site components, Respecting Choices will issue the participant a First Steps® ACP Facilitator Certification.

**Course Fee:** \$600 per person, which includes the Respecting Choices Curriculum Fee (\$110), the 8 hr. on-site class, and the Respecting Choices e-Facilitator Training Manual.

**Course Offered:** Course is offer in the Spring and Fall.

**Next Course: Saturday, March 21, 8-4pm, in the Metrowest area.** Minimum of 6 and maximum of 20 participants. Please register early. Read more about the Respecting Choices National Conference and additional Spring courses at <http://www.gundersenhealth.org/respecting-choices/national-conferences>

**To REGISTER:** Please print, complete, and mail the Registration Form below. Contact Ellen DiPaola at [edipaola@honoringchoicesmass.com](mailto:edipaola@honoringchoicesmass.com) or 781 642-0454 for more information.



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**Registration Form**

**Instructions:** Please print, fill out, and mail the completed registration form and fee as directed below. We recommend you consider the course for two (or more) Facilitators to work together in helping adults in your community. Please note, you must be registered and have completed the on-line learning prerequisite to attend the in-person class.

**1. FILL-IN.** Participant's name and contact information. If more than one person from your group is registering, please print additional name(s) below or on the back of the form.

Name and Title:

Address:

Phone:

Email:

**2. PAYMENT.** Send a check in the amount of \$600.00 per person, payable to **Honoring Choices Massachusetts, Inc.** If more than one person from your group is registering, you can write one check for all participants for the corresponding amount of \$600 per person.

**3. MAIL.** Mail registration form and payment to: **Honoring Choices Massachusetts, PO Box 444, Lincoln, MA 01773**

**4. SEND AN EMAIL.** Once you have registered, send Ellen DiPaola a quick email to let her know and she'll send you in reply the 6 module on-line access code so you can get started! Any questions? Contact Ellen at [edipaola@honoringchoicesmass.com](mailto:edipaola@honoringchoicesmass.com) or 781 642-0454.

***Thank You. We look forward to a great class experience!  
Ellen and Kathy***

Ellen M. DiPaola, Esq., and Kathy Hankel RN MSN  
**Respecting Choices First Steps® ACP Instructors**  
Co-Founders Honoring Choices Massachusetts  
[www.honoringchoicesmass.com](http://www.honoringchoicesmass.com)