



**HOSPICE**  
RED RIVER VALLEY



# **First Steps<sup>®</sup> ACP Facilitator Certification**

August 28, 2018

Choice Health and Fitness  
Community Room  
4401 S. 11th St., Grand Forks, N.D.

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,
- 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.

**Registration Fee:** \$250

Includes the cost of the pre-course modules from Respecting Choices. Continuing education units/hours available at this program are 6.75 social work CEUs and 6.75 contact hours for nurses.\*

**Registration Deadline:** Space is limited; please register one month prior to the session date.

## Pre-Course Assignment

1. Complete Respecting Choices First Steps® ACP Facilitator Online Core Curriculum which will be sent to you via email
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 friend. You will be asked to share what you learned from this personal exercise

## Agenda

7:30 a.m.	Registration opens
8 a.m.	Introductions and Welcome
8:30 a.m.	Review of First Steps ACP Facilitation Skills
9:30 a.m.	Break
9:45 a.m.	Practice Role-Play Activity
10:30 a.m.	Review of ACP Facilitation Skills
11:30 a.m.	Practice Role-Play Activity
12:15 p.m.	Debrief: What skills did you learn?
12:30 p.m.	Lunch
1:15 p.m.	The Personal Engagement Activity
1:30 p.m.	Create Strategies to Communicate the Plan
2:15 p.m.	Break
2:30 p.m.	Making ACP Work: What the Facilitator Needs to Know
3 p.m.	Final Competency Role Plays
4 p.m.	Summary/Evaluation
4:30 p.m.	Adjourn

## Facilitators

**Roxanne Smedsrud**, RN, CHPN, has worked for Hospice of the Red River Valley for 25 years and provides education to area clinicians and facilities who work with the organization. **Staci Metzger**, MSW, has worked at Hospice of the Red River Valley for four years and is a lead social worker. Roxanne and Staci are First Steps ACP Certified Facilitators and Instructors.

## To Register

Complete the online registration at [www.honoringchoicesnd.org](http://www.honoringchoicesnd.org)

- Click on “Facilitator Training” in the navigation bar and select “Upcoming Facilitator Training Sessions”

***Registrations due: July 28, 2018***

### Mail payment to:

Hospice of the Red River Valley  
ATTN: Roxanne Smedsrud  
1701 38th St. S., Suite 101  
Fargo, ND 58103

*(Make check payable to **Hospice of the Red River Valley**. Payment must be received by Hospice of the Red River Valley **no later than one month prior to the session**. Please indicate which individuals you are submitting payment.)*

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.

\*Hospice of the Red River Valley is a pre-approved provider of the NDBSWE for social work CEUs. This program meets the continuing education requirements for social workers. There will be a total of 6.75 CEUs for social workers.

This continuing nursing education activity was approved by the Western Multi-State Division, an accredited approver by the American Nurses Credentialing Center’s Commission on Accreditation.

Arizona, Colorado, Idaho, and Utah Nurses Associations are members of the Western Multi-State Division.