



Affix patient label within this box

Advance Care Planning/Goals Care Designation Tracking Record

- Purpose: to document the content of Advance Care Planning (ACP)/Goals of Care Designation (GCD) conversations and/or decisions.

Benefits:

- Assists healthcare providers in being aware of previous conversations and to understand the reasons underlying the current GCD order.
- Gives clues about where to pick up the conversation if decisions need to be reviewed or confirmed.
- The ACP GCD Tracking Record is a continuous record that goes in the Green Sleeve. Documenting on both Tracking Record and progress note may be necessary to ensure transfer of critical information.
- The original form is kept in the patient's Green Sleeve. When the patient moves to a new care setting, including home, a copy remains with the sending facility.

Date (yyyy-Mon-dd)	Site/ Attendees	Conversation Summary Notes	
			Required Documentation
			Any member of the healthcare team can record conversations on this form.
			Include who was involved in today's discussions (i.e. patient, family, healthcare provider Include name and relationship/discipline)
			Summarize conversation and/or key decisions from today's discussion
			It helps to document responses to the following speaking prompts.
			■ Have you completed a Personal Directive?
			■ Have you selected an alternative decision maker? If so do they know your wishes?
			■ What is your understanding now of where you are with your illness?
			■ If your health situation worsens what are your important goals?
			■ Do you know if you have a Green Sleeve?
			■ Do you know if you have a Goals of Care Designation (GCD) order?

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			<p>Required Documentation</p> <p>Any member of the healthcare team can record conversations on this form.</p> <p>Include who was involved in today’s discussions <i>(i.e. patient, family, healthcare provider)</i> <i>Include name and relationship/discipline)</i></p> <p>Summarize conversation and/or key decisions from today’s discussion</p>
			<p>It helps to document responses to the following speaking prompts.</p> <ul style="list-style-type: none"> ■ Have you completed a Personal Directive? ■ Have you selected an alternative decision maker? If so do they know your wishes? ■ What is your understanding now of where you are with your illness? ■ If your health situation worsens what are your important goals? ■ Do you know if you have a Green Sleeve? ■ Do you know if you have a Goals of Care Designation (GCD) order?