



PREPARETM

for your care

Toolkit for Group Movie Events

Part 1: What to Expect & A Planning Checklist 3

A brief overview to get you started and a list of things you will need.

Part 2: Facilitator Scripts for Leading Group Movie Events 10

Anyone can run a group event. It is easy because the PREPARE videos have all the information. This guide also has example words you can say.

The PREPARE Question Guide also follows along with the movie and allows people to write down their wishes for medical care.

****The Question Guide is at the end of this Toolkit**

Part 3: PREPARE FAQs 45

You do not need to be an expert to run an event.
We provide answers to frequently asked questions.

For more information visit: www.prepareforyourcare.org

Copyright © The Regents of the University of California, 2012-2023. All rights reserved. Revised 2023. No one may reproduce PREPARE materials by any means for commercial purposes or add to or modify PREPARE materials in any way without a licensing agreement and written permission from the Regents. The Regents makes no warranties about PREPARE materials. To learn more about this and the terms of use, go to www.prepareforyourcare.org



Dear Community Leader,

This Toolkit will help you run a **Prepare for YOUR Care Group Movie Event**.

The PREPARE for **YOUR** Care Group Movie Event is an informal presentation to a group of people who will watch the PREPARE movies and follow along with the printed PREPARE Question Guide.

You do not need to be an expert to run an event. **All advance care planning information is provided for you in the PREPARE website and PREPARE for YOUR Care videos.**

Advance care planning is a process that supports adults at **any age or stage of health** in understanding and sharing their personal values, life goals, and preferences regarding current and future medical care. The goal is to help ensure that people receive medical care that is consistent with their values, goals, and preferences during serious and chronic illness.

Advance care planning is MORE than just an advance directive and more than just about the end of life!

PREPARE for **YOUR** Care has five videos that help people explore their personal wishes and learn how to discuss them with family members, friends, and medical providers. It also includes thinking about and identifying one's goals for medical care, both right now as well as in the future. It also involves talking about these goals with family, friends and medical providers.

This Toolkit is a **step-by-step guide** that will show you how to run a PREPARE for **YOUR** Care Group Movie Event without any prior experience.

Sincerely,

The PREPARE Team



Part 1: What to Expect

A Prepare for **Your** Care Group Movie Event will help adults identify what is most important in their life and prepare for medical decisions. The event will use videos from the PREPARE for **YOUR** Care [website](http://www.prepareforyourcare.org/movie) (www.prepareforyourcare.org/movie).

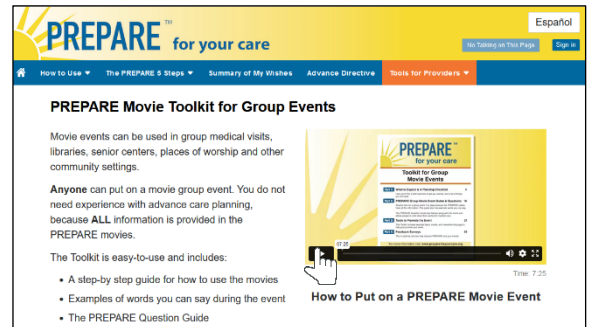
The event is **easy** to run because the website and videos provide **ALL** the content.

Watch the Brief Tutorial

Watch “How to Put on a PREPARE Movie Event” tutorial on the PREPARE for **YOUR** Care [website](http://www.prepareforyourcare.org) to:

- Learn what it is like to put on a PREPARE Movie Event
- Orient you to this Toolkit

<https://prepareforyourcare.org/en/toolkit>



A BRIEF OVERVIEW OF WHAT TO EXPECT

*See **Part 2** for words you can say (“scripts”) during your event.

- Introduce ACP, Page 3
- Show PREPARE Introductory Video, Page 3 and 4
- Hand Out Materials (e.g, Pamphlet and Question Guide), Page 4 and 5
- How to Show PREPARE Movie Steps, Page 5 and 6
- How to Have Participants Create an Action Plan, Page 6
- How to Review the PREPARE easy-to-read Advance Directive, Page 6
- Planning Checklist, Page 7-9

a) Introduce ACP

Using this Facilitator Guide, you will begin the PREPARE Group Movie Event by introducing advance care planning (ACP). We will show you how with easy-to-read scripts in **Part 2**.

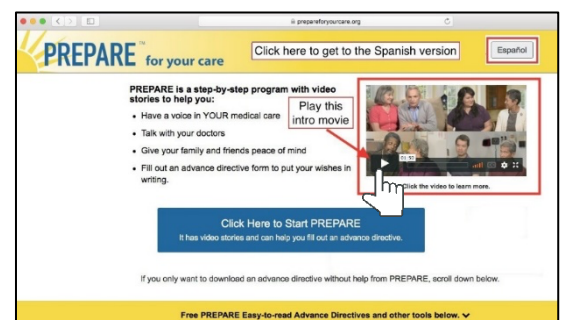
b) Show PREPARE Welcome Videos (1 minute and 35 seconds)

The PREPARE Welcome video will introduce the PREPARE program. This video can be found on the PREPARE for **YOUR** Care [homepage](http://www.prepareforyourcare.org): <https://prepareforyourcare.org/en/welcome-your-care>.

When you hit the play button on the videos:

Step 1. Click on the CC (closed captioning) for people who may be hard of hearing. See screenshot to the right.

Step 2. When you start playing the video, as k if everyone can hear the audio and see the screen to make sure all participants can see and hear the video.



****Optional:** You can also play this movie about [Choosing a Medical Decision Maker](https://prepareforyourcare.org/en/choosing-a-decision-maker-helps-others) (1 minute and 8 seconds): <https://prepareforyourcare.org/en/choosing-a-decision-maker-helps-others>



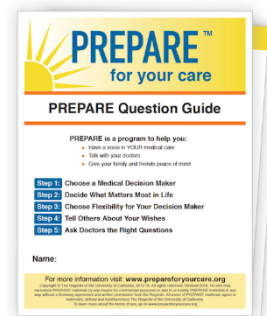
c) Hand Out and Introduce the Materials

Each participant will need the following materials. You will use the script in this Toolkit Guide to explain each of these handouts (see scripts in Part 2). For group events, we recommend assembling packets for each participant ahead of time. Provide the handouts prior to playing the movie/videos.

- **Pen or Pencil**

- **The PREPARE for YOUR Care Question Guide**

The Question Guide is NOT a legal form. Participants have the option of completing the PREPARE for **YOUR** Care Question Guide during the session. **We recommend participants use the Question Guide while watching the videos and not the advance directive.** Then they can use their Question Guide answers to fill out the PREPARE advance directive later, so they don't have to worry about filling out a legal form with their answers during the session.



It is their choice if they want to fill out the Question Guide or the advance directive. They can also just listen to the videos. See Page 23 and <https://prepareforyourcare.org/en/questions>

- **The PREPARE for YOUR Care Pamphlet**

The PREPARE for **YOUR** Care pamphlet has brief notes about the 5 steps of the PREPARE for **YOUR** Care program, the other PREPARE program that is designed to help people with their OWN medical planning so they can have a voice in their medical care. It also has the PREPARE for **YOUR** Care website URL.

Download the PREPARE Pamphlet here: <https://prepareforyourcare.org/en/pamphlet>



- **The PREPARE Advance Directive**

The easy-to-read advance directive form (5th grade reading level) is a legal form that allows people to name a medical decision maker and to write down their medical wishes. You will let participants know that you will go over the advance directive in more detail at the end of the event (see Part 2 scripts).

*Please use the appropriate state-specific advance directive for the state of your participants.

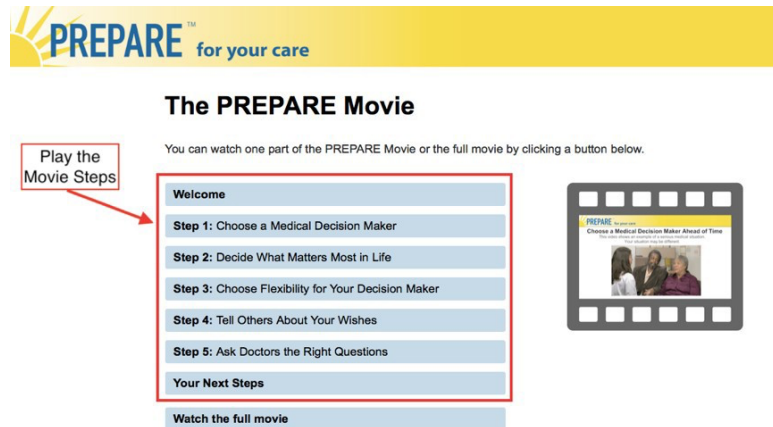


Download the advance directive here: <https://prepareforyourcare.org/en/advance-directive>

- **How to Copy the Question Guide Answers to the PREPARE Advance Directive**
We provide a table that will walk people through, step by step, how to copy their answers from the Question Guide to the PREPARE Advance Directive, when they are read (Page 24).
- **Feedback Survey (Optional)**
Help us improve PREPARE Group Movie Events by asking participants to fill out the feedback survey. This is optional, but can help us improve the PREPARE materials and Movie Events

d) Play the PREPARE Movies: <https://prepareforyourcare.org/en/movie>.

The PREPARE Movie Steps you view are up to you. Let the group know what videos (which 5 steps) you will be showing and how long the group will last. Each step takes about 10 minutes to play. We recommend showing at least Steps 1 and 2 to start. Please click on the closed captioning button [CC] when you hit play.



- **Step 1. Choose a Medical Decision Maker:** 10 minutes and 47 seconds
- **Step 2. Decide What Matters Most in Life:** 14 minutes and 10 seconds
- **Step 3. Choose Flexibility for Your Decision Maker:** 10 minutes and 27 seconds
- **Step 4. Tell Others About Your Wishes:** 9 minutes and 29 seconds
- **Step 5. Ask Doctors the Right Questions:** 9 minutes and 34 seconds

Steps 1 and 2 plus the time needed for writing in the Question Guides takes ~ 60 minutes. We recommend saving 30 additional minutes for questions and discussion for a 90-minute to 2-hour session. If time permits, you can play additional videos. Consider asking the group which of the remaining Steps they would like to watch. You can also set up additional sessions to watch the PREPARE Movies over time.

Pausing to allow participants to use the question guide:

As the PREPARE Movies are playing, you will pause the video when you hear the prompt – “Take a moment to think about this...” We provide a detailed video key that is just for facilitators (Page 21). On this key, you can find video timestamps when the narrator says, “Take a moment to think about this.” When you hear this, this is your cue to click the pause button on the video and allow your group time to think about their answers.

When the movie asks a question, and you see the clock, pause the video to give people time to answer.



1. Can you think of ANY family or friends who MAY be able to make medical decisions for you if you become too sick to make your own decisions?



Refer them to the question in the Question Guide. Some people may want to write down their answers in the Question Guide. This is optional.

During each pause, you may ask if anyone has any questions. Please refer to the FAQs (Page 45). **It is OK if you are asked a question that you do not have the answer to.** Ask the person or group if it is OK to follow-up by phone, text, or email with the answer. Keep a list of unanswered questions and email them to the PREPARE team (info@prepareforyourcare.org).

e) Have Participants Create an Action Plan

After watching the PREPARE Movie Steps (whichever Steps you decide on for that session), ask the participants to make an Action Plan. This means committing to one step in the ACP process. Refer them to the last page (page 14) of the Questions Guide where participants can choose the next step(s) that they are ready to commit to.

Your Next Step

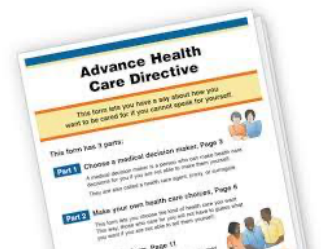
Your Next Step

1. What next step will you take?

- ☐ Ask someone to be your medical decision maker
- ☐ Talk to your family and friends about your medical wishes
- ☐ Talk to medical providers about your medical wishes
- ☐ Put your wishes in writing on an advance directive

f) Review the Advance Directive

We recommend reading Page 1 of the AD word for word. The cover page provides information on how to fill out the advance directive and signatures required to legalize the form.



Then, you will orient participants to the different sections in the advance directive form. Part 1 allows people to designate a medical decision maker, Part 2 allows people to write down their medical wishes, and Part 3 to allows people to sign the form. Most of the questions on the advance directive will be discussed in the movies (mostly Step 1 and Step 2 movies) and most questions are also on the Movie Event Question Guide.

Inform participants that for the advance directive form to be legally valid, they must get two witnesses or a notary to sign the last page of the form. Read directions on witness/notary signatures on the bottom of **page 13** of the Advance Directive.

Remind participants that it is important to share their advance directive with family and friends, doctors, etc. It is also important to remind them to revisit the form from time to time to see if their wishes have changed. If their wishes change, then they can always fill out a new advance directive to reflect their current wishes.

Planning Checklist

This list has all the items you will need and things to do to get ready for your PREPARE Group Movie Event.

Event Preparation:

BEFORE THE MOVIE EVENT

- ☐ Promote the event using the materials (flyers) included in this Toolkit
- ☐ Select a location, day and time to hold the event
 - We recommend scheduling the session for 90 minutes to 2 hours
- ☐ Reserve a meeting room for the event
- ☐ Invite a partner to help you set up the room for the event and make sure the groups run smoothly
- ☐ Contact participants prior to the event to remind them about the date, time, and location. Remind them to bring glasses, hearing aids or anything else to the session so they can be comfortable.

Equipment

- ☐ A meeting room large enough to host your group with enough tables and chairs
- ☐ A meeting room you can book for 90 minutes to 2 hours
- ☐ An internet connection and a computer
- ☐ A TV or a projector and presentation screen (a blank wall can also work)
- ☐ Computer adapter for the TV or projector
- ☐ Speakers
- ☐ A clock or watch to keep time
- ☐ A copy of this Toolkit for the facilitator to use as they lead the session

Handouts (Printed for Each Person)

- ☐ PREPARE for **YOUR** Care Question Guide (Page 23 of this packet)
- ☐ PREPARE for **YOUR** Care Pamphlet
- ☐ PREPARE Advance Directive
 - Print out the *Advance Directive Questions Key* so they can copy their answers from the Question Guide to the advance directive. This is also in this packet (Page 27).
- ☐ Advance Directive Participant Key (Optional)
- ☐ Pens and pencils
- ☐ Feedback Survey (Optional)

Review Your Resources

- ☐ Review the Part 2 of this Toolkit with the “Scripts” and words you can say (Page 12).
- ☐ Review the "[How to Put on a PREPARE Movie Event](http://www.prepareforyourcare.org/toolkit)" video at www.prepareforyourcare.org/toolkit
- ☐ Review the “PREPARE Movie” section of the website (<https://prepareforyourcare.org/en/movie>) so you know which of the 5 step videos you will want to show during your event.
 - We recommend focusing just on Step 1 (Choose a Medical Decision Maker) and/or Step 2 (Decide What Matters Most in Life) to get started

DURING THE MOVIE EVENT

- ☐ Arrive early: we recommend arriving 30 minutes ahead of time to set up
- ☐ Log onto the laptop and connect to the internet
- ☐ Connect the laptop to the TV or projector and speakers
- ☐ Make sure the computer can connect to the internet and the PREPARE website. Play the videos to test the internet quality and audio.
- ☐ Set up the tables and chairs so all participants can see the screen
- ☐ Have the PREPARE for **YOUR** Care Question Guide, PREPARE for **YOUR** Care Pamphlet, PREPARE Advance Directive form and a pen/pencil for each person
- ☐ Create a time schedule for the event. We recommend 90 minutes to 2 hours.
 - Each Step takes about 10 minutes to play. You will need to allow time for participants to answer the questions in the movie and allow for discussion.
 - Some talkative groups may only get through Step 1, other groups may get through Step 1 and 2 and still have time to review some of the other Steps
- ☐ Decide on the videos you will show based on the time you have. Make sure to click on the closed captioning button [CC].
 - **Step 1. Choose a Medical Decision Maker:** 10 minutes and 47 seconds
 - **Step 2. Decide What Matters Most in Life:** 14 minutes and 10 seconds
 - **Step 3. Choose Flexibility for Your Decision Maker:** 10 minutes and 27 seconds
 - **Step 4. Tell Others About Your Wishes:** 9 minutes and 29 seconds
 - **Step 5. Ask Doctors the Right Questions:** 9 minutes and 34 seconds
- ☐ Know where the bathrooms are and schedule in a bathroom break
- ☐ Make sure participants can see and hear the movies
- ☐ Remind participants to use glasses and/or hearing aids
- ☐ If questions come up during the session, refer to the FAQs (Page 45).

Optional:

- ☐ You may decide to invite a guest speaker
 - If you do, share the PREPARE website, movies, and materials with them ahead of time.
 - You should also get brief information about the speaker so you can introduce them at the event
- ☐ Consider providing snacks and something to drink
- ☐ You may also consider getting feedback about the group (Page 26). This is optional, but can help us improve the PREPARE materials and your events

(Optional) Group Medical Visit

*If you are running a group medical visit, here is information regarding documentation and billing:

Documentation and billing

- Document individual evaluation and management services provided (typically CPT code 99213).
- Update medical record with surrogate decision maker(s), care preferences, advance directives, medical orders for Scope of treatment and code status preferences as needed.
- Communicate advance care planning preferences with the primary care provider.

CPT = Current procedural terminology.

Lum, H. D., et al. "Advance Care Planning Meets Group Medical Visits: The Feasibility of Promoting Conversations." *The Annals of Family Medicine*, vol. 14, no. 2, Jan 2016, pp. 125- 132, doi:10.1370/afm.1906.

Part 2

Facilitator Scripts for Leading PREPARE Group Movie Events

We have created words you can say (scripts) to make leading this movie event as easy as possible.

Below is a table of contents of the scripts and where to find them.

Event Agenda

GENERAL TIPS	11
<i>Tips on Handling Questions from Participants</i>	<i>11</i>
<i>Tips on Handling “Sharers”</i>	<i>11</i>
Introductions & Optional Ice Breaker Questions.....	12
Logistics	13
What is Advance Care Planning	13
Introduce PREPARE for YOUR Care and the Materials.....	15
About PREPARE for YOUR Care	15
Movies to Watch and Time Management.....	18
PREPARE Question Guide.....	18
Play the PREPARE Movie Steps.....	18
<i>Facilitator PREPARE Question Guide & Advance Directive Questions Key</i>	<i>20</i>
Additional Questions: Religion/Spirituality and Burial/Funeral	22
The PREPARE Advance Directive	22
Wrapping up	23
<i>How to Copy Your Question Guide Answers onto the Advance Directive</i>	<i>24</i>
PREPARE Question Guide.....	23
PREPARE FAQs	45
Promotional Email/Flyers	46

KEY: *Italicized gray text = instructions*, **Bolded text = words you can say**

GENERAL TIPS

Tips on Handling Questions from Participants

You do NOT need to know all the answers.

People may have questions you may not be able to answer. This is OK. You do not need to be an expert to help people start the advance care planning process. You may want to review the FAQs (Page 44) before the session as these are the most often asked.

If you don't know an answer to a question it is OK!! And, some questions may be about that person's medical condition or specific social situation. In this case, you can say:

“That is a really good question. I am not sure of the answer. I would follow up with your medical providers and/or lawyers about that.”

Depending upon your audience, you may decide to ask your group if anyone else knows the answer.

“That is a really good question. I am not sure of the answer. Does anyone in the group think they know the answer?”

Or, you may decide to ask the person or group if it is OK to follow-up by phone, text, or email with the answer. Keep a list of unanswered questions and bring them to the PREPARE team (info@prepareforyourcare.org).

“That is a really good question. I am not sure of the answer. I can go back and ask the PREPARE team. Would it be OK to follow up with you later with the answer? Do you prefer a phone call, text message, or email? Would other group members also like for me to send them the answers to this question?”

Tips on Handling “Sharers”

Some people may want to share long stories or have several questions that cannot be answered in the session. It is OK to thank that person and to let them know that their questions will be either answered later or that you hope to save time to come back to their stories/questions later. It may help to take notes so you can remind yourself of people's questions for later in the program.

“We really appreciate you sharing your story/asking your question(s). Some of this content will be covered in the movies you will be watching. For the sake of time now, let's move on now so we can get to the movie part of the program. Let me also take a note and we hope to save time and come back to your story/question(s) a little later in the program.”

Words You Can Say: The following scripts are only suggestions.

Introductions & Optional Ice Breaker Questions

Introduce yourself and welcome participants.

“Hello, my name is X [and I am from Y organization. With me today are X, Y, Z co-facilitators].

This session is about advance care planning and how to prepare for medical decisions. We are so excited you could join us today and looking forward to learning together.”

Optional Ice Breaker Questions [Optional] Example Questions:

Option #1: Show of Hands [Optional]

“By show of hands (pick an example from below),

- **How many of you have heard of advance care planning before?**
- **How many of you have completed your own advance directive before?**
- **How many of you are here to learn new information for yourself?**
- **How many of you are here to learn information for a family member or a friend?**
- **How many of you are here to learn about information to help their patients or clients?**
- **Is anyone interested in learning how to put on one of these group events? (Great, please see us after the session)**

Great!”

Option #2: Sharing Your Story [Optional]

If you feel comfortable, it can be helpful for you to share a personal story that illustrates why advance care planning is so important and/or why you are leading a group today. Sharing a brief story in the beginning is a good way to build trust and help people feel safe to share their own stories.

[Examples:]

- *National Healthcare Decisions Day, Re-Imagine or other*
- *Personal stories about a family member or a friend: ~ This is how ACP helped them*
- *Personal stories in your line of work, etc. as a social worker or case manager*

Option #3: Group Introductions [Optional]

Group size will vary. Depending on the group size and the time you have, you may ask people to introduce themselves and to briefly share what they hope to gain from the event.

“For introductions, we would like to go around the room and ask for your first name, if you feel comfortable sharing. It would also be helpful to know what you hope to get out of the event today. We only have a few minutes, so I will ask you to be brief. Not everyone feels comfortable speaking in a group setting. If we get to you and you do not want to share, you can just say PASS. I [our team] will go first. Again, my name is X and I really hope to [e.g., learn new things from our group discussion today].”

Logistics

“Let’s get started. Today, we will be watching some of the PREPARE For Your Care movies and then, if people feel comfortable, talking about them as a group. This group program may take 90 minutes to 2 hours depending upon how much material people want to watch and how much conversation we have as a group. If you need to leave early, please feel free to do so.

Facilities: The bathrooms are [down the hall, etc.]. Please feel free to get up and use the bathroom whenever you want.

Cell phones: We ask that you please turn off your cell phones and ideally put them away, so we do not get distracted.

Emotions & Feelings: Sometimes the videos and stories remind people of personal experiences with friends or family that were difficult. This would be a normal response because these movies and stories come from real people. Please free to step out of the room if you need to take a break.

Confidentiality: People in our group may also talk about personal experiences. I would also like to take a moment to ask each of you to respect your fellow participants and keep any personal information shared here confidential and within this group. May I please get a verbal yes from each of you that you agree to keep all personal information discussed today private? Thank you.”

What is Advance Care Planning

“Let’s start by talking about what advance care planning is. Advance care planning is a process that supports adults at any age or stage in health in understanding and sharing what is most important to them in their life and for their health care. It is also a way for people to prepare to make informed medical decisions and to make sure they have a voice in their medical care, even if they are seriously ill. Here is a video that explains a bit about advance care planning and the PREPARE For **YOUR** Care website.”

Show PREPARE Welcome Videos (1 minute and 35 seconds)

The video will introduce the PREPARE program. This video can be found on the PREPARE for **YOUR** Care homepage: <https://prepareforyourcare.org/en/welcome-your-care>.



When you hit the play button on the videos:

Step 1. Click on the CC (closed captioning) for people who may be hard of hearing. See screenshot to the right.

Step 2. When you start playing the video, ask if everyone can hear the audio and see the screen to make sure all participants can see and hear the video.

****Optional:** You can also play this movie about [Choosing a Medical Decision Maker](https://prepareforyourcare.org/en/choosing-a-decision-maker-helps-others) (1 minute and 8 seconds): <https://prepareforyourcare.org/en/choosing-a-decision-maker-helps-others>



“As the video shows, advance care planning can involve naming someone to be your advocate in case of a medical emergency. Today, we will call the person you may trust for this role your **‘medical decision maker’**’.

It is okay if you do not have someone you trust for this role at this time. Choosing a medical decision maker is just one step in advance care planning. Advance care planning actually also allows you to name people you do NOT want involved in your medical decision making as well as decide about your preferences for medical care.

Advance care planning may also involve sharing your wishes for medical care with your family, friends and medical providers. And, for some people, it may involve filling out special legal forms called advance directives.

Today, we are going to focus on just getting the conversations started. Some of you may have never thought about advance care planning before today, and that is OK. Some of you may have a lot of experience with advance care planning, and that is OK too. We hope that all of you will learn new things today from the PREPARE movies and from each other.”

Introduce PREPARE for **YOUR** Care and the Materials

“I want to take a moment to make sure you have all the handouts. Some of these handouts we will use during this session. Some handouts are for you to use or refer back to after today’s session.

PREPARE for **YOUR** Care Question Guide

Does everyone have the PREPARE Question Guide *(hold it up)*? This Guide has questions that will allow you to take notes and follow along with the Movies we will be watching today. If you don’t have this can you raise your hand? Great.

Today, during our session, we will only be focusing on the PREPARE Question Guide. *(hold it up)*. We I want to take a moment to make sure you have some other materials that we will talk about t only at the very end of the session.”

PREPARE for **YOUR** Care Pamphlet

“Does everyone have a PREPARE pamphlet *(hold it up)*? This pamphlet has more information about the PREPARE website and the website address in case you want to go back and view the website later on. If you don’t have this can you raise your hand? Great.

PREPARE Advance Directive Form

Does everyone have a PREPARE Advance Directive *(hold it up)*? This is a legal form that would let you write down your wishes for medical care. If you don’t have this can you raise your hand? Great.

Advance Directive Participant Key Table (Optional)

***Optional: [If handing out advance directives]:* “Does everyone also have an Advance Directive Participant Key Table? *(hold it up)*. If you don’t have this can you raise your hand? Great.

Feedback Survey (Optional)

[Optional Feedback Survey]: “Does everyone also have a Feedback Survey? *(hold it up)*. If you don’t have this can you raise your hand? Great.

About PREPARE for **YOUR** Care

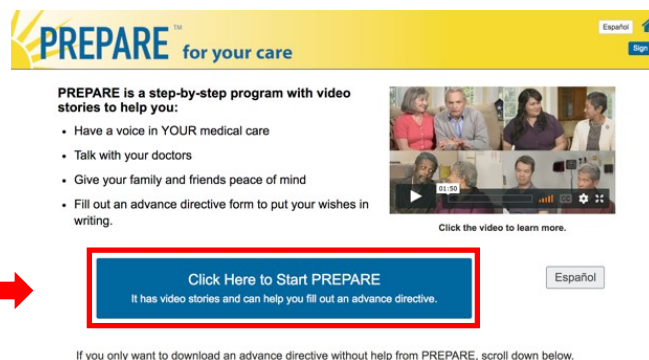
“OK, let me tell you a little more about the PREPARE website and movies. They are designed to help people and their trusted family and friends prepare for medical decision making. It is free on the internet and can be used on a phone, table or computer. It is also available in English and Spanish. Many people review it on their own at home or with a family member.”

Again, you should have a PREPARE for **YOUR** Care Question Guide in your packet *(hold it up)*. This Question Guide will allow you to take notes from the session today. I just want to point out that the URL or website address for the PREPARE website is right on the front in case you want to go back and view the website later on.”

Show the PREPARE for YOUR Care website *[Optional or to go over at the end of the session]*

NOTE: We are editing the homepage and the sign in, so this will look different. Just flagging this so we update it in the final version after pilot testing.

“Let’s just take one moment to see how you might get into the PREPARE website if you were to go to the website on your own. You would click on the big blue button on the home page.



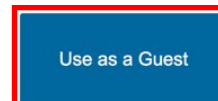
You can sign in. If you do this PREPARE can save your answers for later. But you can also enter PREPARE as a guest, which I will do now.

You can sign in or use PREPARE as a guest.

By using PREPARE, you agree to the [Terms of Use](#).

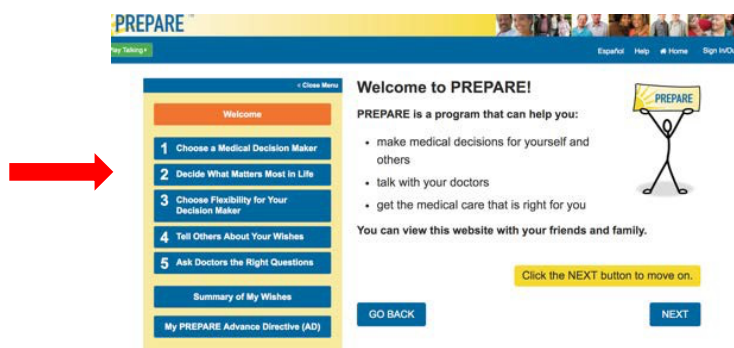


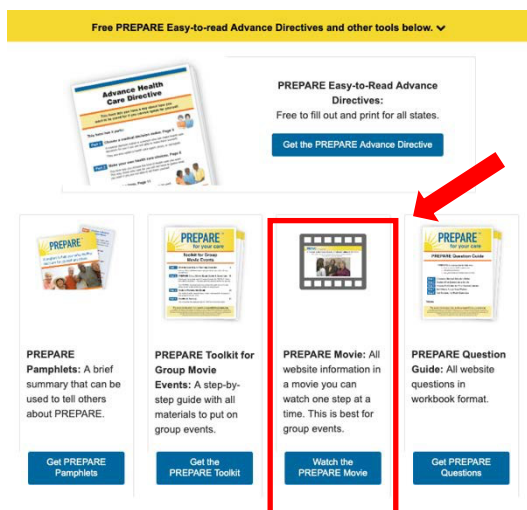
Sign In: Allows you to create a free account, print your wishes, save your wishes, and make changes in the future.



Use as a Guest: Allows you to print your wishes, but you will not be able to save your work or make changes in the future.

Then you will see that there are 5 steps to PREPARE *(read them)*. There is also an advance directive step if you are ready to complete one.





We will start by watching a brief **Welcome** video to **PREPARE**. There may be some of the same information from the first video, but this one also talks more about the 5 steps of PREPARE and what to expect.”

[Click on the Welcome VIDEO (1:35 minutes).]



Welcome

Step 1: Choose a Medical Decision Maker

Step 2: Decide What Matters Most in Life

Step 3: Choose Flexibility for Your Decision Maker

Step 4: Tell Others About Your Wishes

Step 5: Ask Doctors the Right Questions

Movies to Watch and Time Management

“Today we will be watching movies for PREPARE Steps [1 & 2, and 3 etc...] and we will be looking to wrap about this session at X time...”

[Example]: “PREPARE Steps 1, Choose a Medical Decision Maker takes about 10 minutes and Step 2, Decide What Matters Most in Life takes about 15 minutes. If we have time left, we can choose one of the remaining videos to watch. If there’s no strong preferences for which video to watch, we can watch the first 4 minutes or so of Step 3, Choose Flexibility for Your Decision Maker.

As a reminder we have until X time, so I will be looking to wrap up this session at about (X time...15 minutes before the end). Again, if you need to leave early, feel free to do so.”

PREPARE Question Guide

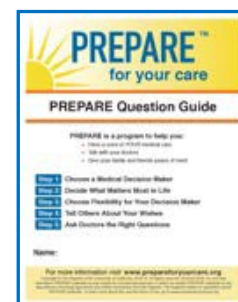
“While the PREPARE movies are playing, you will be asked some questions about what is important to you and for your medical care. When these questions come up, I will be pausing the movie so you will have time to think about these questions.

Some people like to write down their answers or take notes. This Question Guide will allow you to take notes if you want to. This is optional and is your choice.

Please note that this Question Guide it is not an official legal form or advance directive.

You also have an advance directive in your packet, and we will talk about that at the end of the session.

Does everyone have a pen or pencil? Any other questions before we get started?”



Play the PREPARE Movie Steps

“We are now going to watch the videos. I will pause during each step when it is time to answer some of the questions in your Question Guide. When we hear the narrator say, ‘Take a moment to think about this’, we will take a moment to pause and think about the questions. As I mentioned before, I will show you where you can find each question in the Question Guide as we go along.

During the pauses I will also check to see if people have questions. We will also do our best to give you enough time to take notes and write down your wishes. When you are ready to move on, just put your pen down. I will also pause at the very end of each of the movie steps to see if people have questions, want to talk about their answers, or if we need a short break.”

Play the videos.

During a Pause — “Please take a moment to think about this:”

As the PREPARE Movie Steps are playing, participants are asked to take a moment and think through some values questions. *This is your cue to hit the pause button on the movie and allow your group time to think about their answers and write them down if they wish.*

Although we are providing both the PREPARE Question Guide and the easy-to-read Advance Directive, based on feedback, we will have people just complete the Question Guide during the session. This way they can just listen if they want or take notes without having to worry about all their answers being correct on a

We created a comparison **PREPARE Question Guide & Advance Directive Questions Key (Page 24)** so that participant will know where to find the questions on the advance directive that correspond to the Question Guide. You can give this to them at the end of the session.

We also provide a **more detailed key for you below** (page 20). For your version, we also added the time in the videos (called the **time stamp**) when the narrator says, “Take a moment to think about this.” This is your cue to click the pause button to allow people to write down their answers.

“If you are filling out the Question Guide (*hold it up*), please take a moment to look on *Page X, Question #Y*. We will take a few minutes, but you can take longer if you would like. Please put your pens down when you are ready to move on.”

Before hitting the play button again: “Does anyone have any questions? *See the PREPARE FAQs sheet to help answer any questions.*”

[**Optional: “Does anyone have anything they would like to share?”]

After Each Movie Step Ends

This can be a good time to get the group talking and learning from each other.

Each group is different. Some groups may want to spend all of their time on Step 1, Choose a Medical Decision Maker. If people are engaged, you do not need to feel as though you have to get through any required content. Some groups may not be as talkative and so you may get through more PREPARE Steps.

Some example questions:

“Does anyone have any questions or things they would like to share?”

“Did the videos remind you of any personal stories you would like to share with the group?”

[Optional] *If no one is talking, you can take a moment to share your own story or example.*

Depending upon time, you may want to offer your participants a 5-minute break between steps.

“Would anyone like to take a 5 minute break before we go on to the next video?”

Play Additional PREPARE Movie Steps (Optional)

You can introduce additional steps as time permits.

You can ask the audience which videos they are interested in watching and focus on those.

REFERENCE ONLY: Facilitator PREPARE Question Guide & Advance Directive Questions Key			
Movie Step Pause Timestamp	Movie Question	Question Guide – Page # Question #	Advance Directive– Page #
	Movie Step 1 (~ 10 minutes)		
Step 1 (6:10 min)	Can you think of ANY family or friends who may be able to make medical decisions for you if you become too sick to make your own decisions? (If yes, write down the person's name). If you want, you can write down why you chose this person.	Page 1 Question 1	Page 5-6
Step 1 (9:40 min)	When do you want someone to make medical decisions for you?	Page 1 Question 2	Page 5
	Movie Step 2 (~ 14 minutes)		
Step 2 (3:41 min)	What is most important in your life?	Page 3 Question 1	Page 7
Step 2 (4:20 min)	What experience have you had with serious illness?	Page 4 Question 2	Page 9
Step 2 (6:41 min)	What matters most in life? Today in your current health: Put an X along the line to show how you feel today, in your current health	Page 5 Question 3A	Page 8
Step 2 (7:25 min)	What matters most in life? At the end of life: Put an X along the line to show how you would feel if you were so sick that you may die soon.	Page 5 Question 3B	Page 8
Step 2 (8:35 min)	At the end of life, which of these things would be very hard on your quality of life? Check the things below that would make you want to focus on comfort rather than trying to live as long as possible.	Page 6 Question 3C	Page 9
Step 2 (10:07 min)	How do you balance quality of life with medical care? If you were so sick that you may die soon, what would you prefer? AT THE END OF LIFE, some people are willing to live through a lot for a chance of living longer. Other people know that certain things would be very hard on their quality of life. Life support treatment can be CPR, a breathing machine, feeding tubes, dialysis, or transfusions.	Page 7 Question 4	Page 10
Step 2 (11:02 min)	Have you changed your mind about what is important to you over time? **No time clock. Please pause anyway.	Page 8 Question 5	Not in the advance directive. If you want, you can write your thoughts on page 12.
	Movie Step 3 (~ 10 minutes. Can stop at 4:45)		
Step 3 (4:42 min)	How much flexibility do you want to give your decision maker?	Page 9 Question 1	Page 6

Part 2: PREPARE Group Movie Event Guide & Questions

	Movie Step 4 (~ 10 minutes)		
Step 4 (1:03 sec)	Do you have close family or friends that may have opinions about your medical care if you were to become sick?	Page 10 Question 1	Not in the advance directive. Please take a moment to think about this.
Step 4 (9:16 min)	Who have you talked to about your wishes for medical care?	Page 10 Question 2	Not in the advance directive. Please take a moment to think about this.
	Movie Step 5 (~ 10 minutes)		
Step 5 (0:56 sec)	How do you prefer to make medical decisions with your doctors and medical providers?	Page 11 Question 1	Similar question on Page 7
Step 5 (2:28 min)	How do you prefer to make medical decisions with your close family and friends?	Page 11 Question 2	Similar question on Page 7
Step 5 (4:59 min)	If you had a serious illness, would you want your doctor to tell you how sick you are or how long you have to live?	Page 12 Question 3	Not in the advance directive. If you want, you can write your thoughts on page 12.
	Not in Movie/Only Question Guide:		
Bonus Questions	What should your medical providers and medical decision maker know about your religious or spiritual beliefs?	Page 13 Question 1	Page 11
Bonus Questions	What should your medical providers and decision maker know about how you want your body to be treated after you die, and your funeral or burial wishes?	Page 13 Question 2	Page 11
	Your Next Step		
Your Next Step	What next step will you take?	Page 14 Question 1	Not in the advance directive. Please take a moment to think about this.

Additional Questions: Religion/Spirituality and Burial/Funeral

“There are 2 extra questions or ‘bonus’ question on page 12 of your Question Guide. Can everyone find these (*hold up page 12 of the Question Guide*).

Some people may have strong religious or spiritual beliefs that guide their medical care. Some people do not and this is OK. Also, some people may have strong feelings about their funeral and burial wishes, and some people do not. This is also OK.

There are 2 questions on this page about religion and spirituality and burial wishes:

- What should your medical providers and medical decision maker know about your religious or spiritual beliefs?
- What should your medical providers and decision maker know about how you want your body to be treated after you die, and your funeral or burial wishes.”

If you have strong wishes about these things, write about them on this page of the Question Guide.

There are also places in the advance directive form that you can fill in to let other people know about your religious or spiritual beliefs, how you want your body to be treated after death, and your funeral or burial wishes.

The PREPARE Advance Directive

“We are now done with the Movies and the Question Guide for today.

As we wrap up, let’s review the rest of the handouts that we gave you. In addition to the Question Guide, we gave you the PREPARE pamphlet that has the PREPARE for **YOUR** Care website address on the front page [*hold it up*].

Show participants the AD. At the very least, read page 1 of the AD to orient them to the 3 parts of the form.

If time permits (this is not likely), you can flip through the pages and walk them through the advance directive form section by section (Part 1, Part 2, and Part 3).



We also gave you an easy-to-read advance directive [*hold it up*]. Can you find it in your packet? This is a legal form that allows you to write down your medical wishes.

If you wrote any answers on the Question Guide, those answers can be used to fill out this legal form when you are ready to do so.

I will read the first page of the advance directive so you know about the 3 parts of the form.”

Read the cover page and page 1 of the advance directive.

Executing an Advance Directive:

“To make sure the form can be used and is legal, it needs your signature, the date, and signatures from 2 witnesses or a notary.

[If comfortable:] If you would like to formalize your advance directive today, please stay after this session and I can try to help you with this.

People such as your family and friends can sign as witnesses, as long as they are not your medical decision maker. If you need help filling out the advance directive, you need help with signatures, or you have questions, you can talk with your doctor and your medical care team.

If and when you complete the advance directive, please share copies of your form with your decision maker(s), family, friends, and/or doctors.

People change their minds, so it is a good idea to review your advance directive every few years. If your wishes change, you just need to update or fill out a new form. Talk to your medical care team if you change your mind about your wishes.”

Wrapping up

“Before we end today’s session, I wanted to remind you that you can always go back to the PREPARE for **YOUR** Care website to review it on your own or with family and friends. It is free to the public and you just need a computer, phone or tablet with internet access. The website URL address is listed on the first page of the PREPARE Question Guide and the Pamphlet and is www.prepareforyourcare.org.”

[Hold up the materials and point to the url].

How to Copy Answers to the Advance Directive

As a reminder, the questions you filled out on the Question Guide can be used to fill out the advance directive legal form when you are ready to do so. We can provide a table that has one column showing where to find the Question Guide Questions and one column to show where you could copy down your answers on the advance directive. *[Hold up, see next page]*”

How to Copy Your Question Guide Answers onto the Advance Directive	
PREPARE Question Guide Questions	Advance Directive
Page 1, Question 1	Page 5-6
Can you think of ANY family or friends who may be able to make medical decisions for you if you become too sick to make your own decisions?	
Page 1, Question 2	Page 5-6
When do you want someone to make medical decisions for you?	
Page 3, Question 1	Page 7
What is most important in your life?	
Page 4, Question 2	Page 9
What experience have you had with serious illness?	
Page 5, Question 3A	Page 8
What matters most in life? Today in your current health: Put an X along the line to show how you feel today, in your current health	
Page 5, Question 3B	Page 8
What matters most in life? At the end of life: Put an X along the line to show how you would feel if you were so sick that you may die soon.	
Page 6, Question 3C	Page 9
At the end of life, which of these things would be very hard on your quality of life?	
Page 7, Question 4	Page 10
How do you balance quality of life with medical care? If you were so sick that you may die soon, what would you prefer?	
Page 8, Question 5	Not in the advance directive. Write your thoughts on page 12 .
Have you changed your mind about what is important to you over time?	
Page 9, Question 1	Page 6
How much flexibility do you want to give your decision maker?	
Page 10, Questions 1 and 2	
Do you have close family or friends that may have opinions about your medical care if you were to become sick?	Not in the advance directive. Please take a moment to think about this.
Who have you talked to about your wishes for medical care?	
Page 11, Questions 1 and 2	Page 7
How do you prefer to make medical decisions with your doctors and medical providers?	
How do you prefer to make medical decisions with your family & friends?	
Page 12, Questions 3	
If you had a serious illness, would you want your doctor to tell you how sick you are or how long you have to live?	Not in the advance directive. Write your thoughts on page 12 .
Page 13, Questions 1 and 2	Page 11
What should your medical providers and medical decision maker know about your religious or spiritual beliefs?	
What should your medical providers and decision maker know about how you want your body to be treated after you die, & funeral or burial wishes?	
Page 14, Question 1	
What next step will you take?	Not in the advance directive. Please take a moment to think about this.

Feedback [Optional]

“Let’s end the session with some feedback. Please help us make PREPARE and these movie events better. Does everyone have a Feedback Survey in their packet? *[Hold up the feedback form]*.”

It would be great if you could give us your honest opinions with this very brief survey. I will read the questions to the group and we can fill them out together. Please DO NOT put your name on these forms. They are anonymous so we can keep your privacy.”

Thank You & End

“Thank you so much for joining us today and for providing feedback.

You have all done such great work today starting the advance care planning process. Now it is really important to share your medical wishes with your family, friends and medical provider. I want to encourage all of you to share what you have written down in your Question Guide.

We will be here for a few minutes to answer questions or to help with your advance directives.”

Feedback Survey

You may also consider getting feedback about the Movie Event. This is optional, but can help our team improve the PREPARE materials and Movie Events.

Facilitator Feedback

We'd like to hear from you! Please fill out our feedback survey here and follow the instructions.

Click on "Provide feedback," "PREPARE Movie", and role as "Organizer (see screenshot, Page 27):

<https://redcap.ucsf.edu/surveys/index.php?s=EAK3HK4X4C>

Participant Feedback Survey

Participant feedback survey can be found on Page 28.

Where to Send Participants Feedback

Please help us make PREPARE better. If your group participants filled out the feedback surveys, please make sure there is no personal information on the forms.

Then please either:

Scan the forms and email them to: info@prepareforyourcare.org

Or, mail them to:

Attn: The PREPARE Team
490 Illinois St, Floor 08, UCSF Box 1265
San Francisco CA 94143

PREPARE Feedback Form

Please complete the survey below.

Thank you!

1. Please choose your reason for contacting us:

☐ Report a technical problem

☒ Provide feedback to make PREPARE better

☐ Ask about licensing opportunities

Click as many as you want.

2. Which PREPARE tool would you like to help us improve?

☐ PREPARE Website Steps

☐ PREPARE Advance Directive

☐ PREPARE Summary of My Wishes

☐ PREPARE Pamphlet

☒ PREPARE Movie & Movie Toolkit for Group Events

☐ PREPARE Question Guide

☐ Something else?

Click as many as you want.

PREPARE Movie and Movie Toolkit for Group Events

Was the movie event in English or Spanish?

☐ English

☐ Spanish

☐ Other

1. What role did you play in the PREPARE movie group event?

☒ Organizer

☐ Participant

reset

Optional Feedback Survey

Your feedback will help us make PREPARE and this event better. Please answer the questions below and hand in this form before you leave today! THANK YOU!

LOCATION OF TODAY'S PREPARE MEETING:

Check the box below your preferred response.

1. The videos and materials were easy to understand.

☐ ☐ ☐ ☐ ☐

STRONGLY DISAGREE DISAGREE I have no opinion AGREE STRONGLY AGREE

2. I was ready to answer some questions about my preferences for medical care.

☐ ☐ ☐ ☐ ☐

STRONGLY DISAGREE DISAGREE I have no opinion AGREE STRONGLY AGREE

3. I would recommend this session to a friend or family member.



1. What next step will you take?

- ☐ Ask someone to be your medical decision maker
- ☐ Talk to your family and friends about your medical wishes
- ☐ Talk to medical providers about your medical wishes
- ☐ Put your wishes in writing on an advance directive

4. Do you have any suggestions for how we can make this event or the PREPARE movie or materials better?

**Continue onto the next page
for the PREPARE Question
Guide**



PREPARETM

for your care

PREPARE Question Guide

PREPARE is a program to help you:

- Have a voice in YOUR medical care
- Talk with your doctors
- Give your family and friends peace of mind

Step 1: Choose a Medical Decision Maker

Step 2: Decide What Matters Most in Life

Step 3: Choose Flexibility for Your Decision Maker

Step 4: Tell Others About Your Wishes

Step 5: Ask Doctors the Right Questions

Name:

For more information visit: www.prepareforyourcare.org

Copyright © The Regents of the University of California, 2012-23. All rights reserved. Revised 2023. No one may reproduce PREPARE materials by any means for commercial purposes or add to or modify PREPARE materials in any way without a licensing agreement and written permission from the Regents. The Regents makes no warranties about PREPARE materials. To learn more about this and the terms of use, go to www.prepareforyourcare.org

Step 1

Choose a Medical Decision Maker

Your medical decision maker can make health care decisions for you if you are too sick to make them yourself.

1. Can you think of ANY family or friends who MAY be able to make medical decisions for you if you become too sick to make your own decisions?

☐

Yes or maybe

Write down the person's name: _____

☐

No

If you want, you can write why you chose this person or persons.

2. When do you want someone to make medical decisions for you?

☐

I **ONLY** want someone to make medical decisions for me if I become too sick to make my own decisions.

☐

I want someone else to make medical decisions for me now, **EVEN** when I can make my own decisions.

☐

I am not sure.

If you want, you can write why you feel this way.

Your Name: _____

Step 2

Decide What Matters Most in Life

These 5 questions will help you decide what matters most in your life and for your medical care. Knowing what is most important in life can help you decide on the medical care that is right for you.

1. What is most important in your life?

Check as many as you want.

- ☐ Family or friends
- ☐ Religion
- ☐ Living on my own and caring for myself
- ☐ Not being a burden on my family
- ☐ Hobbies
- ☐ Pets
- ☐ Something else: _____

If you want, you can write why you feel this way.

2. What experience have you had with serious illness?

Questions to think about:

- Have you had your own experience with serious illness?
- Do you remember someone close to you who was very sick or dying?
- Do you remember seeing someone on TV who was very sick or dying?

Think about what went well, what did not go well, and why.

If you were in these situations, what would you want for yourself?

You may change your mind about how you feel over time.

If you want, you can write why you feel this way.

3. What matters most in life?

Quality of life differs for each person.

For some people, the main goal is to be kept alive as long as possible even if:

- They have to be kept alive on machines and are suffering
- They are too sick to talk to their family and friends

For other people, the main goal is to focus on quality of life and being comfortable.

- These people would prefer a natural death, and not be kept alive on machines

Other people are somewhere in between. **What is important to you?**

Your goals may differ today in your current health than at the end of life.

3A. TODAY, IN YOUR CURRENT HEALTH

Put an X along this line to show how you feel today, in your current health.

My main goal is to live as long as possible, no matter what.

Equally Important

My main goal is to focus on quality of life and being comfortable.

I am not sure

If you want, you can write why you feel this way.

3B. AT THE END OF LIFE

Put an X along this line to show how you would feel if you were so sick that you may die soon.

My main goal is to live as long as possible, no matter what.

Equally Important

My main goal is to focus on quality of life and being comfortable.

I am not sure

If you want, you can write why you feel this way.

3C. AT THE END OF LIFE, some people are willing to live through a lot for a chance of living longer. Other people know that certain things would be very hard on their quality of life.

At the end of life, which of these things would be very hard on your quality of life?

Check the things below that would make you want to focus on comfort rather than trying to live as long as possible.

- ☐ Being in a coma and not able to wake up or talk to my family and friends
- ☐ Not being able to live without being hooked up to machines
- ☐ Not being able to think for myself, such as dementia
- ☐ Not being able to feed, bathe, or take care of myself
- ☐ Not being able to live on my own
- ☐ Having constant, severe pain or discomfort
- ☐ Something else: _____
- ☐ **OR**, I am willing to live through all of these things for a chance of living longer.

If you want, you can write why you feel this way.

4. How do you balance quality of life with medical care?

Sometimes illness and the treatments used to try to help people live longer can cause pain, side effects, and the inability to care for yourself.

AT THE END OF LIFE, some people are willing to live through a lot for a chance of living longer. Other people know that certain things would be very hard on their quality of life.

Life support treatment can be CPR, a breathing machine, feeding tubes, dialysis, or transfusions.

If you were so sick that you may die soon, what would you prefer?

- ☐ Try all life support treatments that my doctors think might help. I want to stay on life support treatments even if there is little hope of getting better or living a life I value.
- ☐ Do a trial of life support treatments that my doctors think might help. But, I do not want to stay on life support treatments if the treatments do not work and there is little hope of getting better or living a life I value.
- ☐ I do not want life support treatments, and I want to focus on being comfortable. I prefer to have a natural death.
- ☐ I am not sure.

What else should your medical providers and medical decision maker know about this choice? Or why did you choose this option?

5. Have you changed your mind about what is important to you over time?

You may change your mind about how you feel over time. Make sure to tell your decision maker, family or friends, and doctor if you change your mind.

Step 3

Choose How Much Flexibility to Give Your Medical Decision Maker

Flexibility gives your decision maker leeway to work with your doctors and possibly change your prior medical decisions if something else is better for you at that time.

1. How much flexibility do you want to give your decision maker?

- ☐ **TOTAL FLEXIBILITY:** It is OK for my decision maker to change any of my medical decisions if the doctors think it is best for me at that time.
- ☐ **SOME FLEXIBILITY:** It is OK for my decision maker to change some of my medical decisions if the doctors think it is best. But, some decisions I NEVER want changed, even if the doctors recommend it.
- ☐ **NO FLEXIBILITY:** My decision maker must follow all of my medical wishes exactly, no matter what. It is NOT OK to change my decisions, even if the doctors recommend it.
- ☐ I am not sure.

If you want, you can write why you feel this way.

Step 4

Tell Others About Your Wishes

You may have other close family and friends in your life who are NOT your decision maker.

1. Do you have close family or friends that may have opinions about your medical care if you were to become sick?

These people may have strong opinions about your medical care. Their opinions may differ from what you or your decision maker want.

☐ Yes or maybe

☐ No

2. Who have you talked to about your wishes for medical care?

You can mark as many as you want, or no one yet.

☐ My medical decision maker

☐ My doctor

☐ My family and friends

☐ Someone else: _____

☐ No one yet

Your Name: _____

Step 5

Ask Doctors the Right Questions

How do you prefer to make medical decisions?

1. How do you prefer to make medical decisions with your doctors and medical providers?

- ☐ I prefer to make all my medical decisions on my own.
- ☐ I prefer that my doctors and I share decision making equally.
- ☐ I prefer that my doctors make all medical decisions for me.

It is important to know that your doctors cannot make your decisions for you. They can only give you or your family or friends information to make decisions.

If you want, you can write why feel this way.

2. How do you prefer to make medical decisions with your close family and friends?

- ☐ I prefer to make all my medical decisions on my own.
- ☐ I prefer that my family or friends and I share decision making equally.
- ☐ I prefer that my family or friends make all medical decisions for me.

If you want, you can write why you feel this way.

3. If you had a serious illness, would you want your doctor to tell you how sick you are or how long you have to live?

- ☐ Yes, I would want to know this information.
- ☐ No, I would not want to know this information.
- ☐ I am not sure.

If you want, you can write why you feel this way.

Bonus questions:

Religion

1. What should your medical providers and medical decision maker know about your religious or spiritual beliefs?

Burial

2. What should your medical providers and decision maker know about how you want your body to be treated after you die, and your funeral or burial wishes?

Your Next Step

1. What next step will you take?

- ☐ Ask someone to be your medical decision maker
- ☐ Talk to your family and friends about your medical wishes
- ☐ Talk to medical providers about your medical wishes
- ☐ Put your wishes in writing on an advance directive

****Great Job!**

Share this form and your choices with your family, friends, and medical providers.

If you also fill out the PREPARE easy-to-read advance directive, you can put this Question Guide right after page 10. This way, all the important information about your choices will be in your legal form. Make sure to fill out the questions on the advance directive too. Some of them may be similar.

Notes



For more information visit
www.prepareforyourcare.org

**Continue onto the next page
for the PREPARE FAQ's**

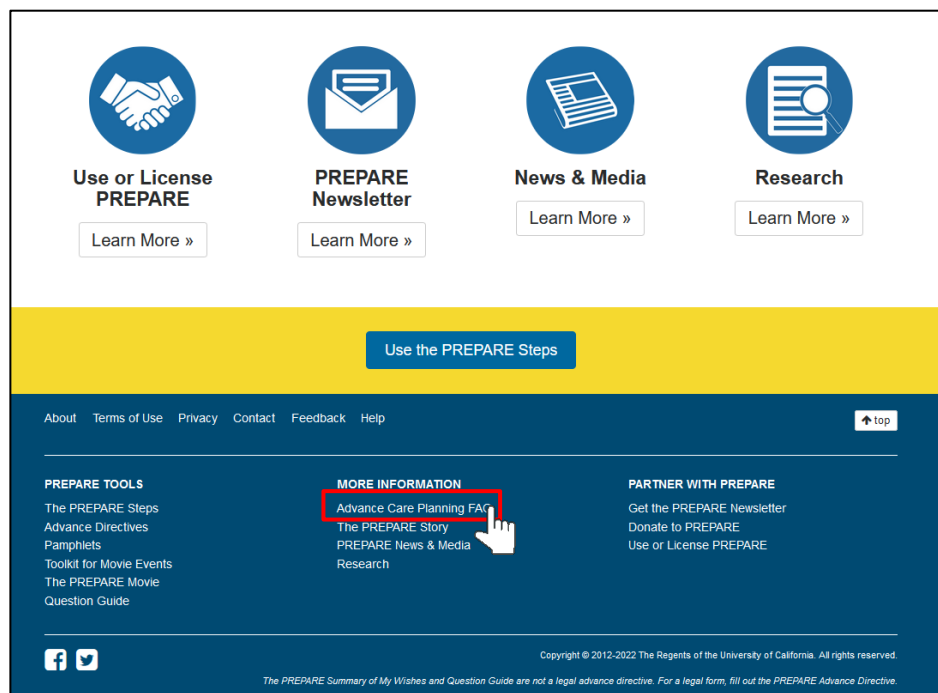


PREPARE FAQs

Frequently Asked Questions (FAQs) about Advance Care Planning and the PREPARE Website and Materials can be found on the PREPARE for YOUR Care Website: <https://prepareforyourcare.org/en/faq>

You do NOT need to know all the answers. Refer to the PREPARE for **YOUR** Care FAQs page online using this link: <https://prepareforyourcare.org/en/faq>.

For now, you can find the FAQs page on the PREPARE for **YOUR** Care page (<https://prepareforyourcare.org/>) by going to the bottom and clicking on "Advance Care Planning FAQ" under "More Information".



**Continue onto the next page
for Promotional Email/Flyers**

Promoting Your PREPARE Movie Event



Newsletter Blurb

We are hosting an important group movie event at the (NAME OF CENTER) that can help you PREPARE For Your Care.

PREPARE is a program with video stories to help you have a voice in your medical care.

At our Prepare for Your Care movie event, we will watch a series of short video stories that will show you how to make medical decisions. The videos also show you how to tell others about your medical wishes.

We are hosting the PREPARE movie event on (DATE, TIME, LOCATION). Spots are limited, so please R.S.V.P. to (NAME). This event is free.



Email/ E-blast

Dear Member,

We are hosting an important group movie event at the (NAME OF CENTER) that can help you PREPARE For Your Care.

PREPARE is a program with video stories to help you:

- Have a voice in YOUR medical care
- Talk with your doctors
- Give your family and friends peace of mind

We will watch a series of short videos that will help you:

1. Choose a Medical Decision Maker
2. Decide What Matters Most to You
3. Choose Flexibility for Your Decision Maker
4. Learn How to Tell Others About Your Medical Wishes
5. Learn How to Ask Doctors the Right Questions

Everyone is welcome and this event is free.

Please feel free to bring your family and friends.

(DATE AND TIME)
(EXACT LOCATION)
R.S.V.P. by (DATE)



Submission for Community Calendar, local paper, etc.

Prepare for Your Care: (CENTER NAME) is hosting a free movie event to help people prepare for important medical decisions. Short video stories will show people how to make medical decisions and how to talk to others about their medical wishes. (DATE, TIME, R.S.V.P INFO)



PREPARETM

for your care

Join us for a **FREE** movie event

Come watch video stories that will help you:

- Have a voice in YOUR medical care
- Talk with your doctors
- Give your family and friends peace of mind

www.prepareforyourcare.org



Where:

Date:

Time: