
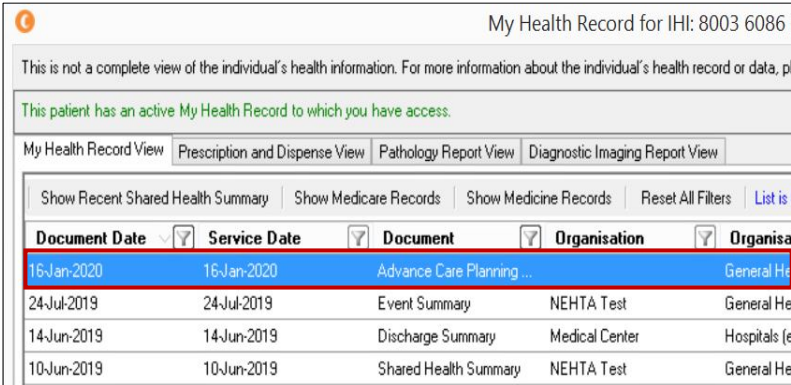
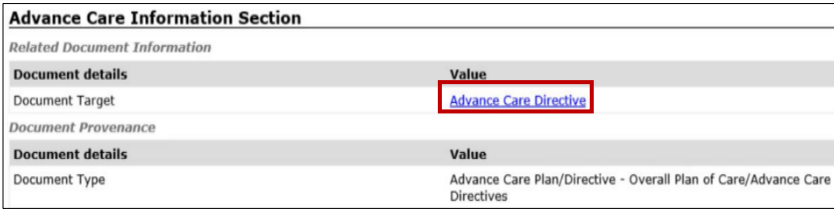


# Accessing Advance Care Planning Information

*Note: These steps assume that your software is connected to the My Health Record system, the patient has a My Health Record and their individual healthcare identifier (IHI) has been validated in your system*

<p><b>STEP 1:</b> To access the patient's My Health Record, select <b>My Health Record</b> from the top menu.</p>	
<p><b>STEP 2:</b> The patient document list will display. To find the information quickly, you can click on the sort arrow next to <b>Document</b>. The <b>Advance Care Planning</b> document will appear at the top of the list. Double-click to open and view the document.</p>	
<p><b>STEP 3:</b> An <b>Advance Care Plan/ Directive</b> will display information related to a person's wishes for future medical treatment. It may also include the details of a custodian they have nominated to share this information with. Click on the hyperlink to view the document.</p>	
<p><b>Useful links</b></p> <ul style="list-style-type: none"> <li>• How and when to view a My Health Record: <a href="https://www.myhealthrecord.gov.au/for-healthcare-professionals/howtos/view-my-health-record">https://www.myhealthrecord.gov.au/for-healthcare-professionals/howtos/view-my-health-record</a></li> <li>• For upcoming training opportunities, visit Events and Webinars: <a href="https://www.digitalhealth.gov.au/newsroom/events-and-webinars">https://www.digitalhealth.gov.au/newsroom/events-and-webinars</a></li> <li>• Advance care fact sheet: <a href="https://www.myhealthrecord.gov.au/for-you-your-family/howtos/add-advance-care-plan">https://www.myhealthrecord.gov.au/for-you-your-family/howtos/add-advance-care-plan</a></li> </ul>	

For assistance contact the My Health Record helpline on **1800 723 471** or email [help@digitalhealth.gov.au](mailto:help@digitalhealth.gov.au)