# CALIFORNIA Advance Directive Planning for Important Health Care Decisions

CaringInfo 1731 King St., Suite 100, Alexandria, VA 22314 www.caringinfo.org 800/658-8898

CaringInfo, a program of the National Hospice and Palliative Care Organization (NHPCO), is a national consumer engagement initiative to improve care at the end of life.

#### It's About How You LIVE

*It's About How You LIVE* is a national community engagement campaign encouraging individuals to make informed decisions about end-of-life care and services. The campaign encourages people to:

Learn about options for end-of-life services and care

Implement plans to ensure wishes are honored

Voice decisions to family, friends and health care providers

Engage in personal or community efforts to improve end-of-life care

**Note:** The following is not a substitute for legal advice. While CaringInfo updates the following information and form to keep them up-to-date, changes in the underlying law can affect how the form will operate in the event you lose the ability to make decisions for yourself. If you have any questions about how the form will help ensure your wishes are carried out, or if your wishes do not seem to fit with the form, you may wish to talk to your health care provider or an attorney with experience in drafting advance directives.

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#### **Using these Materials**

#### **BEFORE YOU BEGIN**

- 1. Check to be sure that you have the materials for each state in which you may receive health care.
- 2. These materials include:
  - Instructions for preparing your advance directive, please read all the instructions.
  - Your state-specific advance directive forms, which are the pages with the gray instruction bar on the left side.

#### **ACTION STEPS**

- 1. You may want to photocopy or print a second set of these forms before you start so you will have a clean copy if you need to start over.
- 2. When you begin to fill out the forms, refer to the gray instruction bars they will guide you through the process.
- 3. Talk with your family, friends, and physicians about your advance directive. Be sure the person you appoint to make decisions on your behalf understands your wishes.
- 4. Once the form is completed and signed, photocopy the form and give it to the person you have appointed to make decisions on your behalf, your family, friends, health care providers and/or faith leaders so that the form is available in the event of an emergency.
- 5. California maintains an Advance Directive Registry. By filing your advance directive with the registry, your health care provider and loved ones may be able to find a copy of your directive in the event you are unable to provide one. You can read more about the registry, including instructions on how to file your advance directive, at <a href="http://www.sos.ca.gov/registries/advance-health-care-directive-registry/">http://www.sos.ca.gov/registries/advance-health-care-directive-registry/</a>
- 6. You may also want to save a copy of your form in an online personal health records application, program, or service that allows you to share your medical documents with your physicians, family, and others who you want to take an active role in your advance care planning.

#### INTRODUCTION TO YOUR CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE

This packet contains a legal document, a **California Advance Health Care Directive**, that protects your right to refuse medical treatment you do not want, or to request treatment you do want, in the event you lose the ability to make decisions yourself. You may complete any or all of the first four parts, depending on your advance planning needs. You must complete part 5.

**Part 1** is a **Power of Attorney for Health Care**. This part lets you name someone (an agent) to make decisions about your health care. Unless otherwise written in your advance directive, your power of attorney for health care becomes effective when your primary doctor determines that you lack the ability to understand the nature and consequences of your health care decisions or the ability to make and communicate your health care decisions. If you want your agent to make health care decisions for you now, even though you are still capable of making health care decisions, you can include this instruction in your power of attorney for health care designation.

**Part 2** includes your **Individual Instructions**. This is your state's living will. It lets you state your wishes about health care in the event that you can no longer speak for yourself and you may limit the individual instructions to take effect only if a specified condition arises.

**Part 3** allows you to express your wishes regarding organ donation.

**Part 4** of this form lets you designate a physician to have primary responsibility for your health care.

**Part 5** contains the signature and witnessing provisions so that your document will be effective.

This form does not expressly address mental illness. If you would like to make advance care plans regarding mental illness, you should talk to your physician and an attorney about an advance directive tailored to your needs.

Note: These documents will be legally binding only if the person completing them is a competent adult, who is 18 years of age or older, or an emancipated minor.

#### INSTRUCTIONS FOR YOUR CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE

#### How do I make my advance health care directive legal?

You must sign and date your advance directive or direct an adult to do so for you if you are unable to sign it yourself.

You r signature must be witnessed by or you must acknowledge your signature before a notary public or two adult witnesses. Your two adult witnesses may not be

- your health care provider or an employee of your health care provider,
- the operator or an employee of a community care facility,
- the operator or an employee of a residential care facility for the elderly, or
- the person you have appointed as an agent, if you have appointed an agent.

In addition, one of your witnesses must be unrelated to you by blood, marriage, or adoption and not entitled to any portion of your estate.

If you are a patient in a skilled nursing facility when you execute your advance directive, one of your witnesses must be a patient advocate or ombudsman.

#### Whom should I appoint as my agent?

Your agent is the person you appoint to make decisions about your health care if you become unable to make those decisions yourself. Your agent may be a family member or a close friend whom you trust to make serious decisions. The person you name as your agent should clearly understand your wishes and be willing to accept the responsibility of making health care decisions for you.

Your agent cannot be

- your supervising health care provider,
- the operator of a community care facility or residential care facility where you are receiving care, or
- the employee of a health care institution where you are receiving care or employee of a community care facility or residential care facility where you are receiving care, <u>unless</u>:
  - o the employee is related to you by blood, marriage, or adoption,
  - o the employee is your registered domestic partner, or
  - o the employee is your coworker at the facility or institution.

If you have a conservator appointed for you as part of involuntary commitment proceedings under the Lanterman-Petris-Short Act, that conservator cannot be appointed as your agent unless you are represented by a lawyer who signs a certificate stating that you have been advised of your rights. If this applies to you, you should talk with your lawyer about your rights, the applicable law, and the potential consequences involved.

On the other hand, you may include in your advance directive a nomination for the individual appointed as your conservator, if necessary. The court will consider your nomination in any protective proceeding.

You can appoint a second and third person as your alternate agents. An alternate agent will step in if the person(s) you name as agent is/are unable, unwilling or unavailable to act for you.

#### Should I add personal instructions to my advance directive?

One of the strongest reasons for naming an agent is to have someone who can respond flexibly as your medical situation changes and deal with situations that you did not foresee. If you add instructions to this document it may help your agent carry out your wishes, but be careful that you do not unintentionally restrict your agent's power to act in your best interest. In any event, be sure to talk with your agent about your future health care and describe what you consider to be an acceptable "quality of life."

#### What if I change my mind?

Except for the appointment of your agent, you may revoke any portion or this entire advance directive at any time and in any way that communicates your intent to revoke. This could be by telling your agent or physician that you revoke, by signing a revocation, or simply by tearing up your advance directive.

In order to revoke your agent's appointment, you must either tell your supervising health care provider of your intent to revoke or revoke your agent's appointment in a signed writing.

If you execute a new advance directive, it will revoke the old advance directive to the extent of any conflict between the two documents.

Unless you specify otherwise in Part 2, if you designate your spouse as your agent, that designation will automatically be revoked by divorce or annulment of your marriage.

#### What other important facts should I know?

Your agent, if you appoint one, does not have authority to authorize convulsive treatment, psychosurgery, sterilization, or abortion, or to have you committed or placed in a mental health treatment facility.

#### **CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE - PAGE 1 OF 13**

#### **Explanation**

You have the right to give instructions about your own health care. You also have the right to name someone else to make health care decisions for you. This form lets you do either or both of these things. It also lets you express your wishes regarding donation of organs and the designation of your primary physician. If you use this form, you may complete or modify all or any part of it. You are free to use a different form.

**Part 1** of this form is a **power of attorney for health care**. Part 1 lets you name another individual as agent to make health care decisions for you if you become incapable of making your own decisions or if you want someone else to make those decisions for you now even though you are still capable. You may name an alternate agent to act for you if your first choice is not willing, able, or reasonably available to make decisions for you. (Your agent may not be an operator or employee of a community care facility or a residential care facility where you are receiving care, or an employee of the health care institution where you are receiving care, unless your agent is related to you, is your registered domestic partner, or is a co-worker. Your supervising health care provider can never act as your agent.)

Unless the form you sign limits the authority of your agent, your agent may make all health care decisions for you. This form has a place for you to limit the authority of your agent. You need not limit the authority of your agent if you wish to rely on your agent for all health care decisions that may have to be made. If you choose not to limit the authority of your agent, your agent will have the right to:

- (a) Consent or refuse consent to any care, treatment, service, or procedure to maintain, diagnose, or otherwise affect a physical or mental condition;
- (b) Select or discharge health care providers and institutions;
- (c) Approve or disapprove diagnostic tests, surgical procedures and programs of medication;
- (d) Direct the provision, withholding, or withdrawal of artificial nutrition and hydration and all other forms of health care, including cardiopulmonary resuscitation; and
- (e) Donate your organs, tissues and parts, authorize an autopsy, and direct the disposition of your remains.

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#### **CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE - PAGE 2 OF 13**

#### **Explanation Continued**

**Part 2** of this form lets you give specific **instructions** about any aspect of your health care, whether or not you appoint an agent. Choices are provided for you to express your wishes regarding the provision, withholding, or withdrawal of treatment to keep you alive, as well as the provision of pain relief. Space is provided for you to add to the choices you have made or for you to write out any additional wishes. If you are satisfied to allow your agent to determine what is best for you in making end-of-life decisions, you need not fill out part 2 of this form.

**Part 3** of this form lets you express an intention to donate your bodily organs, tissues and parts following your death.

**Part 4** of this form lets you designate a physician to have primary responsibility for your health care.

After completing this form, sign and date the form in **Part 5**. The form must be signed by two qualified witnesses or acknowledged before a notary public. Give a copy of the signed and completed form to your physician, to any other health care providers you may have, to any health care institution at which you are receiving care, and to any health care agents you have named. You should talk to the person you have named as agent and alternate agent(s) to make sure that he or she understands your wishes and is willing to take the responsibility.

You have the right to revoke this advance health care directive or replace this form at any time.

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#### **INSTRUCTIONS**

PRINT THE NAME, HOME ADDRESS AND HOME AND WORK TELEPHONE NUMBERS OF YOUR PRIMARY AGENT

PRINT THE NAME, HOME ADDRESS AND HOME AND WORK TELEPHONE NUMBERS OF YOUR FIRST ALTERNATE AGENT (OPTIONAL)

PRINT THE NAME, HOME ADDRESS AND HOME AND WORK TELEPHONE NUMBERS OF YOUR SECOND ALTERNATE AGENT (OPTIONAL)

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#### CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE — PAGE 3 OF 13

#### PART 1: POWER OF ATTORNEY FOR HEALTH CARE

(1) DESIGNATION agent to make heal		_	following	individual as my
1)	Name of individ	ual you cho	ose as age	ent)
(address)		(city)	(state)	(zip code)
(home phone	)		(wor	k phone)
OPTIONAL: If I rev able, or reasonably designate as my firm	available to ma	ake a health	, -	<u> </u>
(Name o	f individual you	choose as f	first altern	ate agent)
	(	(address)		
(city)	(state)		(zip	code)
(home p	hone)		(work ph	one)
OPTIONAL: If I rev or if neither is willing decision for me, I decisio	ng, able, or reas	onably avai	lable to m	ake a health care
(Name of	individual you c	:hoose as se	cond alte	rnate agent)
	(	(address)		
(city)	(state)		(zip	code)
(home phone	)	(	work pho	ne)

#### **ADD INSTRUCTIONS** HERE ONLY IF YOU WANT TO LIMIT THE POWER OF YOUR AGENT

INITIAL THE BOX IF YOU WISH YOUR AGENT'S **AUTHORITY TO** BECOME EFFECTIVE **IMMEDIATELY** 

CROSS OUT AND **INITIAL ANY** STATEMENTS IN PARAGRAPHS 4, 5, OR 6 THAT DO NOT **REFLECT YOUR WISHES** 

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#### CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE — PAGE 4 OF 13

(2) AGENT'S AUTHORITY: My agent is authorized to make all health care decisions for me, including decisions to provide, withhold, or withdraw artificial nutrition and hydration, and all other forms of health care to keep me alive, except as I state here: (Add additional sheets if needed.)

- (3) WHEN AGENT'S AUTHORITY BECOMES EFFECTIVE: My agent's authority becomes effective when my primary physician determines that I am unable to make my own health care decisions unless I mark the following box. If I mark this box [ ], my agent's authority to make health care decisions for me takes effect immediately.
- (4) AGENT'S OBLIGATION: My agent shall make health care decisions for me in accordance with this power of attorney for health care, any instructions I give in Part 2 of this form, and my other wishes to the extent known to my agent. To the extent my wishes are unknown, my agent shall make health care decisions for me in accordance with what my agent determines to be in my best interest. In determining my best interest, my agent shall consider my personal values to the extent known to my agent.
- (5) AGENT'S POSTDEATH AUTHORITY: My agent is authorized to donate my organs, tissues and parts, authorize an autopsy, and direct disposition of my remains, except as I state here, in paragraph (2) above, or in Part 3 of this form:

(6) NOMINATION OF CONSERVATOR: If a conservator of my person needs to be appointed for me by a court, I nominate the agent designated in this form. If that agent is not willing, able, or reasonably available to act as conservator, I nominate the alternate agents whom I have named, in the order designated.

#### CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE — PAGE 5 OF 13

#### PART 2: INSTRUCTIONS FOR HEALTH CARE

If you fill out this part of the form, you may strike any wording you do not want.

(7) END-OF-LIFE DECISIONS: I direct that my health care providers and others involved in my care provide, withhold, or withdraw treatment in accordance with the choice I have marked below: (**Initial only one box**)

#### [ ] (a) Choice NOT To Prolong Life

I do not want my life to be prolonged if (1) I have an incurable and irreversible condition that will result in my death within a relatively short time, (2) I become unconscious and, to a reasonable degree of medical certainty, I will not regain consciousness, or (3) the likely risks and burdens of treatment would outweigh the expected benefits,

OR

#### [ ] (b) Choice To Prolong Life

I want my life to be prolonged as long as possible within the limits of generally accepted health care standards.

(8) RELIEF FROM PAIN: Except as I state in the following space, I d	irect
that treatment for alleviation of pain or discomfort should be provide	ed at al
times even if it hastens my death:	
·	

ADD INSTRUCTIONS HERE ONLY IF YOU WANT TO LIMIT PAIN RELIEF OR COMFORT CARE

**INITIAL THE** 

PARAGRAPH

THAT BEST

WISHES REGARDING

**REFLECTS YOUR** 

LIFE-SUPPORT MEASURES

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## CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE — PAGE 6 OF 13 (9) OTHER WISHES: (If you do not agree with any of the optional choices ADD OTHER above and wish to write your own, or if you wish to add to the instructions INSTRUCTIONS, IF you have given above, you may do so here.) I direct that: ANY, REGARDING YOUR ADVANCE **CARE PLANS** THESE **INSTRUCTIONS CAN FURTHER ADDRESS** YOUR HEALTH CARE PLANS, SUCH AS YOUR WISHES REGARDING HOSPICE TREATMENT, BUT CAN ALSO ADDRESS OTHER ADVANCE PLANNING ISSUES, SUCH AS YOUR **BURIAL WISHES ATTACH ADDITIONAL PAGES** IF NEEDED © 2005 National Hospice and Palliative Care (Add additional sheets if needed.) Organization 2019 Revised.

#### CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE — PAGE 7 OF 13

ORGAN DONATION (OPTIONAL)

INITIAL THE BOX THAT AGREES WITH YOUR WISHES ABOUT ORGAN DONATION

STRIKE THROUGH ANY USES YOU DO NOT AGREE TO

## PART 3: DONATION OF ORGANS AT DEATH

(OPTIONAL)

(10) Upon my death (initial applicable box):

[ ] (a) I do not give any of my organs, tissues, or parts and do not want my agent, conservator, or family to make a donation on my behalf,
 [ ] (b) I give any needed organs, tissues, or parts,
 OR
 [ ] (c) I give the following organs, tissues, or parts only

My donation is for the following purposes: (strike any of the following you do not want)

- (1) Transplant
- (2) Therapy
- (3) Research
- (4) Education

By checking the box above to give any organs, tissues or parts, or to give specified organs, tissues or parts only, I authorize my agent to consent to any temporary medical procedure necessary solely to evaluate and/or maintain my organs, tissues, and/or parts for purposes of donation.

If I leave this part blank, it is not a refusal to make a donation. My stateauthorized donor registration should be followed, or, if none, my agent may make a donation upon my death. If no agent is named above, I acknowledge that California law permits an authorized individual to make such a decision on my behalf.

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#### CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE — PAGE 8 OF 13

#### **PART 4: PRIMARY PHYSICIAN**

(OPTIONAL)

PRINT THE NAME, ADDRESS AND TELEPHONE NUMBER OF YOUR PRIMARY PHYSICIAN (OPTIONAL)

PRINT THE NAME, ADDRESS AND TELEPHONE NUMBER OF YOUR ALTERNATE PRIMARY PHYSICIAN (OPTIONAL) (11) I designate the following physician as my primary physician:

(name of physician)

(address)

(city) (state) (zip code)

(phone)

OPTIONAL: If the physician I have designated above is not willing, able, or reasonably available to act as my primary physician, I designate the following physician as my primary physician:

(address)

(city) (state) (zip code)

(phone)

(12) EFFECT OF COPY: A copy of this form has the same effect as the original.

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#### **CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE - PAGE 9 OF 13**

#### **PART 5: EXECUTION**

This Health Care Directive will not be valid unless it is EITHER:

- (A) Signed by two (2) qualified adult witnesses who are personally known to you or to whom you have proven your identity by convincing evidence and who are present when you sign or acknowledge your signature. Your witnesses may not be
  - your health care provider or an employee of your health care provider,
  - the operator or an employee of a community care facility,
  - the operator or an employee of a residential care facility for the elderly, or
  - the person you have appointed as an agent, if you have appointed an agent.

In addition, one of your witnesses must be unrelated to you by blood, marriage, or adoption and not entitled to any portion of your estate. (Use Alternative 1, below, if you decide to have your signature witnessed.)

OR

(B) Witnessed by a notary. (Use Alternative 2, below (page 12), if you decide to have your signature notarized.)

IF YOU CHOOSE TO HAVE YOUR SIGNATURE NOTARIZED, USE ALTERNATIVE 2, BELOW (PAGE 12)

THERE ARE SPECIAL WITNESSING REQUIREMENTS IF YOU LIVE IN A SKILLED NURSING FACILITY

© 2005 National Hospice and Palliative Care Organization 2019 Revised. If you are a patient in a skilled nursing facility when you execute your advance directive, one of your witnesses must be a patient advocate or ombudsman. This witness must sign the statement on page 13, even if you have had your advance directive notarized.

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#### IF YOU CHOOSE TO SIGN WITH WITNESSES, USE ALTERNATIVE 1, BELOW

	CALIFORNIA ADV	ANCE HEALTH CA	ARE DIRECTIVE - PAGE 10 OF 13
	OPTION 1: Sign befo	ore a Witness	
SIGN AND DATE THE DOCUMENT	(date)		(sign your name)
AND THEN PRINT YOUR NAME AND		(print your	name)
ADDRESS		(addre	ess)
	(city)	(state)	(zip code)
WITNESSING PROCEDURE	individual who signed personally known to a convincing evidence, directive in my presen under no duress, frau as an agent by this a	Ity of perjury under d or acknowledged me, or that the ind (2) that the individual nce, (3) that the in ud, or undue influe dvance directive, a	r the laws of California (1) that the this advance health care directive is ividual's identity was proven to me by dual signed or acknowledged this advanced advidual appears to be of sound mind arnce, (4) that I am not a person appointed and (5) that I am not the individual's
BOTH OF YOUR WITNESSES MUST AGREE WITH THIS STATEMENT	operator of a commu community care facili	nity care facility, a ity, the operator of	e individual's health care provider, the n employee of an operator of a a residential care facility for the elderly, sidential care facility for the elderly.
ONE WITNESS	(date)		(signature of witness)
MUST ALSO SIGN THE STATEMENT	(printec	d name of witness)	<del></del>
ON PAGE 11		(addre	ess)
	(city)	(state)	(zip code)
HAVE YOUR WITNESSES SIGN AND DATE THE DOCUMENT AND	Second Witness:		
THEN PRINT THEIR NAME AND	(date)		(signature of witness)
ADDRESS	(printed	d name of witness)	
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Palliative Care Organization 2019 Revised.	(c	ity) (state)	) (zip code)

#### **CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE - PAGE 11 OF 13**

ONE OF YOUR WITNESSES MUST ALSO SIGN THIS STATEMENT

#### ADDITIONAL WITNESS STATEMENT

I further declare under penalty of perjury under the laws of California that I am not related to the individual executing this advance health care directive by blood, marriage, or adoption, and, to the best of my knowledge, I am not entitled to any part of the individual's estate upon his or her death under a will now existing or by operation of law.

(date)	(signature of witness)

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#### **CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE - PAGE 12 OF 13**

SIGN AND DATE THE DOCUMENT AND THEN PRINT YOUR NAME AND ADDRESS

A NOTARY PUBLIC MUST FILL OUT THIS PORTION OF THE FORM

#### **ACKNOWLEDGMENT**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

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#### **CALIFORNIA ADVANCE HEALTH CARE DIRECTIVE - PAGE 13 OF 13**

STATEMENT OF PATIENT ADVOCATE OR OMBUDSMAN

THIS SECTION
MUST BE
COMPLETED
BY A PATIENT
ADVOCATE OR
OMBUDSMAN IF
YOU ARE A
RESIDENT IN A
SKILLED NURSING
FACILITY

I declare under penalty of perjury under the laws of California that I am a patient advocate or ombudsman as designated by the State Department Aging and that I am serving as witness as required by section 4675 of the Probate Code.				
(date	)	(signature)		
(	printed name)			
	(address)			
(city	) (state)	(zip code)		

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Courtesy of CaringInfo 1731 King St., Suite 100, Alexandria, VA 22314 www.caringinfo.org, 800/658-8898

#### You Have Filled Out Your Health Care Directive, Now What?

- 1. Your *California Advance Health Care Directive* is an important legal document. Keep the original signed document in a secure but accessible place. Do not put the original document in a safe deposit box or any other security box that would keep others from having access to it.
  - 2. Give photocopies of the signed original to your agent and alternate agent, doctor(s), family, close friends, clergy, and anyone else who might become involved in your health care. If you enter a nursing home or hospital, have photocopies of your document placed in your medical records.
- 3. Be sure to talk to your agent(s), doctor(s), clergy, family, and friends about your wishes concerning medical treatment. Discuss your wishes with them often, particularly if your medical condition changes.
- 4. California maintains an Advance Directive Registry. By filing your advance directive with the registry, your health care provider and loved ones may be able to find a copy of your directive in the event you are unable to provide one. You can read more about the registry, including instructions on how to file your advance directive, at <a href="http://www.sos.ca.gov/registries/advance-health-care-directive-registry/">http://www.sos.ca.gov/registries/advance-health-care-directive-registry/</a>
- 5. You may also want to save a copy of your form in an online personal health records application, program, or service that allows you to share your medical documents with your physicians, family, and others who you want to take an active role in your advance care planning.
- 6. If you want to make changes to your documents after they have been signed and witnessed, you must complete a new document.
- 7. Remember, you can always revoke your California document.
- 8. Be aware that your California document will not be effective in the event of a medical emergency. Ambulance and hospital emergency department personnel are required to provide cardiopulmonary resuscitation (CPR) unless they are given a separate directive that states otherwise. These directives called "prehospital medical care directives" or "do not resuscitate orders" are designed for people whose poor health gives them little chance of benefiting from CPR. These directives instruct ambulance and hospital emergency personnel not to attempt CPR if your heart or breathing should stop.

Currently not all states have laws authorizing these orders. We suggest you speak to your physician if you are interested in obtaining one. **CaringInfo does not distribute these forms.** 

## Congratulations!

You've downloaded your free, state specific advance directive.

You are taking important steps to make sure your wishes are known. Please consider helping us keep this resource free.

Your generous support to the National Hospice Foundation allows us to continue to provide FREE resources, tools, and information to educate and empower individuals to access advance care planning, caregiving, hospice and grief services.

Please show your support for our mission and consider making a tax-deductible gift to the National Hospice Foundation today.

Since 1992, the National Hospice Foundation has been dedicated to creating FREE resources for individuals and families facing a life-limiting illness, raising awareness for the need for hospice and palliative care, and providing ongoing professional education and skills development to hospice and palliative care professionals across the nation. To learn more, please visit www.NationalHospiceFoundation.org

You may wonder if a gift of \$35, \$50 or \$100 to the National Hospice Foundation would make a difference, but it is only because of the generosity of others like you that these FREE resources are made available.

Please consider supporting our mission by returning a **generous tax-deductible donation**. Every gift makes a difference! Your gift strengthens the Foundation's ability to provide FREE caregiver and family resources.

Cut along the dotted line and use the coupon below to return a check contribution of the most generous amount you can send. Thank you.



YES! I want to support the important work of the National Hospice Foundation.

\$35 helps us provide webinars to hospice professionals

\$50 helps us provide free advance directives

\$100 helps us maintain our free InfoLine

\$\_\_\_\_\_ to support the mission of the National Hospice Foundation.

Return to:

National Hospice Foundation PO Box 824401 Philadelphia, PA 19182-4401



# Instrucción anticipada de atención de salud de California

California Advance Health Care Directive



## **SPANISH & ENGLISH**

 Esta forma les permitirá a sus médicos conocer sus deseos de cuidado de la salud

This form will let your doctors know your health care wishes

• Esta forma tiene 2 tipos de páginas This form has 2 types of pages

Las páginas de la izquierda están en español e inglés

Pages on the left have both Spanish and English

Las páginas de la derecha están solamente en español

Pages on the right have only Spanish

Ambas páginas dicen lo mismo

Both pages say the same thing

 La mayoría de los médicos solamente habla inglés

Most doctors only read English

Por lo tanto, <mark>llene</mark> solamente las páginas que están en inglés y español

So only fill out pages that have both Spanish and English

• Si necesita ayuda, llame al 408-332-5579 If you need help call 408-332-5579

## **ESPAÑOL**

- Esta forma les permitirá a sus médicos conocer sus deseos de cuidado de la salud
- Esta forma tiene 2 tipos de páginas

Las páginas de la izquierda están en español e inglés

Las páginas de la derecha están solamente en español

Ambas páginas dicen lo mismo

 La mayoría de los médicos solamente habla inglés

Por lo tanto, <mark>llene</mark> solamente las páginas que están en inglés y español

Si necesita ayuda, llame al 408-332-5579





## Instrucción anticipada de atención de salud de California

California Advance Health Care Directive

## Esta forma le permite indicar cómo desea que le traten si está muy enfermo.

This form lets you have a say about how you want to be treated if you get very sick.





#### Esta forma consta de 3 partes. Le permite:

This form has 3 parts. It lets you:

## Parte 1: Escoger un apoderado de atención de salud.

Choose a health care agent.

Un apoderado de atención de salud es una persona que puede tomar decisiones médicas por usted si está muy enfermo para tomarlas por usted mismo.

A health care agent is a person who can make medical decisions for you if you are too sick to make them yourself.

## Parte 2: Tomar sus propias decisiones de atención de salud.

Make your own health care choices.

Esta forma le permite escoger el tipo de atención de salud que desea. De esta manera, las personas encargadas de su cuidado no tendrán que adivinar lo que desea si está muy enfermo para decirlo por usted mismo.

This form lets you choose the kind of health care you want. This way, those who care for you will not have to guess what you want if you are too sick to tell them yourself.

## Parte 3: Firmar el formulario.

Part 3: Sian the form.

Se debe firmar antes de que se pueda usar.

It must be signed before it can be used.

#### Usted puede llenar la Parte 1, la Parte 2 o ambas. Siempre firme el formulario en la página E9. You can fill out Part 1, Part 2, or both. Always sign the form on page E9.

Es necesario que 2 testigos firmen en la página E10 o que un notario público firme en la página E11.

#### **SU NOMBRE:**

YOUR NAME:







2 witnesses need to sign on page E10 or a notary public on page E11.

Go to the next page

Si sólo desea un apoderado de atención de salud, vaya a la Parte 1 en la página E3.

If you only want a health care agent, go to Part 1 on page E3.

Si sólo desea tomar sus propias decisiones de atención de salud, vaya a la Parte 2 en la página E6.

If you only want to make your own health care choices, go to Part 2 on page E6.

Si desea hacer ambas cosas, llene la Parte 1 y la Parte 2.

If you want both, then fill out Part 1 and Part 2.

Siempre firme el formulario en la Parte 3 que está en la página E9.

Always sign the form in Part 3 on page E9.

Es necesario que 2 testigos firmen en la página E10 o que un notario público firme en la página E11.

2 witnesses need to sign on page E10 or a notary public on page E11.

¿Qué hago con el formulario después de llenarlo?

What do I do with the form after I fill it out?

Compártalo con aquellos encargados de su cuidado:

Share the form with those who care for you:

- médicos doctors
- familiares y amigos family & friends
- enfermeras nurses
- apoderado de atención de salud health care agent
- trabajadores sociales social workers

## ¿Qué sucede si cambio de opinión?

What if I change my mind?

- Debe llenar un formulario nuevo. Fill out a new form.
- Informe sobre los cambios a aquellos encargados de su cuidado. Tell those who care for you about your changes.
- Entregue el formulario nuevo a su apoderado de atención de salud y a su médico. Give the new form to your health care agent and doctor.



## ¿Qué sucede si tengo preguntas sobre el formulario?

What if I have questions about the form?

Haga las preguntas que usted tenga a los médicos, enfermeras, trabajadores sociales, apoderados de atención de salud, familiares o amigos para que se las respondan.

Bring it to your doctors, nurses, social workers, health care agent, family or friends to answer your questions.

¿Qué sucede si tengo decisiones de atención de salud que no aparecen en esta forma?

What if I want to make health care choices that are not on this form?

- Escriba sus decisiones en una hoja adicional. Write your choices on a piece of paper.
- Guarde la hoja junto a esta forma. Keep the paper with this form.
  - Comparta sus decisiones con aquellos encargados de su cuidado. Share your choices with those who care for you.







## PARTE 1

## Escoger un apoderado de atención de salud

PART 1

Choose your health care agent

## La persona que puede tomar decisiones médicas por usted si está muy enfermo para tomarlas por usted mismo.

The person who can make medical decisions for you if you are too sick to make them yourself.



#### ¿A quién debo escoger como mi apoderado de atención de salud?

Whom should I choose to be my health care agent?

Un familiar o amigo que:

A family member or friend who:



- tenga como mínimo 18 años is at least 18 years old
- le conozca bien knows you well
- pueda estar con usted cuando lo necesite can be there for you when you need them
- usted confíe que hará lo mejor para usted you trust to do what is best for you
- pueda informarle a los médicos sobre las decisiones que tomó en esta forma

can tell your doctors about the decisions you made on this form

Su apoderado no puede ser su médico o alguien que trabaje en el hospital o clínica, a menos que sea un familiar.

Your agent cannot be your doctor or someone who works at your hospital or clinic, unless he/she is a family member.



## ¿Qué sucede si no escojo un apoderado de atención de salud?

What will happen if I do not choose a health care agent?

Si está demasiado enfermo como para tomar sus propias decisiones, los médicos les pedirán a sus familiares más directos que tomen las decisiones por usted.

If you are too sick to make your own decisions, your doctors will ask your closest family members to make decisions for you.

Si desea que su apoderado no sea un familiar, debe escribir su nombre en esta forma.

If you want your agent to be someone other than family, you must write his or her name on this form.



## ¿Qué tipo de decisiones puede tomar mi apoderado de atención de salud?

What kind of decisions can my health care agent make?

Aceptar, rechazar, cambiar, suspender o escoger:

Agree to, say no to, change, stop or choose:

- médicos, enfermeras, trabajadores sociales doctors, nurses, social workers
- hospitales o clínicas hospitals or clinics
- medicamentos, exámenes o tratamientos medications, tests, or treatments
- lo que sucederá con su cuerpo y órganos después de su muerte what happens to your body and organs after you die

Su apoderado deberá seguir las decisiones de atención de salud que usted tome en la Parte 2. Your agent will need to follow the health care choices you make in Part 2.





Vaya a la página siguiente

## Otras decisiones que su apoderado puede tomar:

Other decisions your agent can make:

Tratamientos de soporte vital - tratamiento médico para ayudarle

a vivir más tiempo Life support treatments - medical care to try to help you live longer

RCP o reanimación cardiopulmonar (cardiopulmonary resuscitation)
 cardio = corazón • pulmonar = pulmones • reanimación = recuperación
 (heart) (lungs) (to bring back)



Estos tratamientos pueden ser: This may involve:

- presionar con fuerza en el pecho para mantener la circulación de la sangre pressing hard on your chest to keep your blood pumping
- choques eléctricos para hacer que el corazón vuelva a funcionar electrical shocks to jump start your heart
- medicamentos a través de las venas medicines in your veins



Respirador artificial Breathing machine or ventilator

El respirador bombea aire a los pulmones y respira por usted. Usted no puede hablar cuando se encuentra conectado al respirador.

The machine pumps air into your lungs and breathes for you. You are not able to talk when on the machine.

Diálisis Dialysis

Una máquina que limpia la sangre si los riñones dejan de funcionar. A machine that cleans your blood if your kidneys stop working.

Sonda de alimentación Feeding tube

Una sonda que se usa para alimentarle si no puede tragar. Esta sonda se inserta por la garganta hasta el estómago. También se puede colocar mediante una cirugía.

A tube used to feed you if you cannot swallow. The tube is placed down your throat into your stomach. It can also be placed by surgery.



Transfusiones de sangre Blood transfusions

Poner sangre en las venas. To put blood in your veins.

- Cirugía Surgery
- Medicamentos Medicines

Cuidados para el final de la vida - si existe la posibilidad de que muera pronto, su apoderado de atención de salud puede:

End of life care - if you might die soon your health care agent can:



- llamar a un guía espiritual call in a spiritual leader

 decidir si muere en su casa o en el hospital decide if you die at home or in the hospital

Comparta esta forma con su apoderado de atención de salud. Dígale a su apoderado el tipo de tratamiento médico que desea.

Show your health care agent this form. Tell your agent what kind of medical care you want.





## Su representante de atención médica



direc		apellido (last name)
	ción (street address)	ciudad (city) estado (state) código postal (zip code)
	ero de teléfono partico phone number)	ular número de teléfono del trabajo (work phone number)
Si est	ta primera persona :	no puede hacerlo, deseo que esta otra persona tome por mí l con la atención médica. If the first person cannot do it, then I want this person to make my medical decisions.
nomk	OTE (first name)	apellido (last name)
direc	ción (street address)	ciudad (city) estado (state) código postal (zip code)
	ero de teléfono partico phone number)	ular número de teléfono del trabajo (work phone number)
¿Cón con u You mo	mo desea que su rep una X <u>una</u> oración c ay write down your health care	rmulario sus elecciones relacionadas con la atención médica presentante de atención médica cumpla estas elecciones? Ma son la que más esté de acuerdo. Marque esto en la página E5 e choices on this form. How do you want your health care agent to follow these choices?
D d d	Deseo que mi represei le acuerdo con su cri Itención médica que want my health care agent to are choices on this form as a g	ntante de atención médica tome decisiones junto con mis médicaterio. Acepto que mi representante cumpla mis elecciones de figuran en este formulario como una pauta general.  work with my doctors and to use her/his best judgment. It is OK for my agent to follow my he general guide.  Icepto que se cumplan mis elecciones de atención médica co

To make your own health care choices, go to Part 2 on the next page.

To sign this form, go to Part 3 on page E9.

Para firmar esta forma, vaya a la Parte 3 en la página E9.

Note: Pages E1-E4 contain educational materials only.

## PARTE 2 Tomar sus propias decisiones de atención de salud

PART 2

Make your own health care choices

Escriba sus decisiones de manera que aquellos encargados de su cuidado no tengan que adivinar. Escriba sus decisiones en la página E6.

Write down your choices so those who care for you will not have to guess. Write your answers on page E6.

	My life	is <u>only</u> worth I		
	esté	de acu	erdo en la p	is las frases con las cuales Dágina E6. Gree with on page E6.
	$\circ$	convers	sar con mi fa	amilia o amigos talk to family or friends
	$\circ$	desper	ar de un est	rado de coma wake up from a coma
	$\circ$	aliment	arme, bañar	Irme y cuidar de mí mismo feed, bathe, or take care of myself
	$\circ$	no sent	ir dolor be free	e from pain
	$\bigcirc$	vivir sin	estar conect	ctado a máquinas live without being hooked up to machines
	$\bigcirc$	no esto	y seguro 1 am	n not sure
Si	My life estoy	is always wort	h living no matter ho	pena sin importar lo enfermo que esté. ow sick l am. rtante para mí estar:
If I a		it is important		
ч	en co		en el hospital	tal ino estoy seguro
_	_	-	para usted lo	la religión o la espiritualidad?
	<b>no</b>			Si usted tiene una religión ¿Cuál es?  If you have one, what is your religion?
		hon sak	er los médi	icos sobre su religión o espiritualidad?

Si está enfermo, sus médicos y enfermeras siempre intentarán mantenerle lo más cómodo posible y sin dolor.

If you are sick, your doctors and nurses will always try to keep you comfortable and free from pain.







Los tratamientos de soporte vital se usan para mantenerle vivo. Estos pueden ser RCP, un respirador artificial, sondas de alimentación, diálisis, transfusiones de sangre o medicamentos.

Life support treatments are used to try to keep you alive. These can be CPR, a breathing machine, feedina tubes, dialysis, blood transfusions, or medicine.

Marque con una X la frase con la cual esté más de acuerdo. Por favor, lea toda esta página antes de tomar sus decisiones. Marque sus respuestas en la página E7.

Put an X next to the one choice you most agree with.

Please read this whole page before you make your choice.

Mark your answers on page E7.



#### Si estoy muy enfermo y puedo morir pronto:

If I am so sick that I may die soon:

Deseo que se intenten todos los tratamientos de soporte vital que mis médicos crean que pueden ayudar.

Try all life support treatments that my doctors think might help.

Si los tratamientos **no funcionan** y existe una mínima esperanza de mejorarme, **deseo que me conecten** a máquinas de soporte vital.

If the treatments do not work and there is little hope of getting better, I want to stay on life support machines.



or

Deseo que se intenten todos los tratamientos de soporte vital que mis médicos crean que pueden ayudar.

Try all life support treatments that my doctors think might help.

Si los tratamientos **no funcionan** y existe una mínima esperanza de mejorarme, **no deseo que me conecten** a máquinas de soporte vital.

If the treatments do not work and there is little hope of getting better, I do not want to stay on life support machines.



Deseo que se intenten todos los tratamientos de soporte vital que mis médicos crean que pueden ayudar, **pero no** los siguientes.

Try all life support treatments that my doctors think might help **but not** these treatments.

## Marque los tratamientos que no desee.

Mark what you do not want.

other treatments

O RPC CPR	
<b>diálisis</b> dialysis	

sonda de alimentación feeding tube

)	diálisis	dialysis		
)	rocpira	dor artificial	 	

transfusión de sangre blood transfusion

respirador artificial	breathing machine	
otros tratamientos		

medicamentos medicine



No deseo ningún tratamiento de soporte vital.

I do not want any life support treatments.

Deseo que mi apoderado de atención de salud decida por mí.

I want my health care agent to decide for me.



No estoy seguro.

I am not sure.

Vaya a la página siguiente
Go to the next page



Sus médicos pueden preguntar sobre la donación de órganos y autopsia después de morir. Infórmenos sus deseos.

Your doctors may ask about organ donation and autopsy after you die. Please tell us your wishes.

Marque con una X la frase con la cual esté más de acuerdo. Put an X next to the one choice you most agree with.

Marque sus respuestas en la página E8. Mark your answers on page E8.

	Deseo donar mis órganos.		<b>♥</b> ( → <b>♥</b>
	I want to donate my organs.		
	¿Qué órganos desea donar? Which organs do you want to donate?		
	ocualquier órgano any organ		
	only		
	No deseo donar mis órganos. I do not want to donate my organs.		
	Deseo que mi apoderado de aten I want my health care agent to decide.	ción de so	ılud decida.
	No estoy seguro. I am not sure.		
_	puede realizar una autopsia despué		-
por	puede realizar una autopsia despué qué murió una persona. An autopsy can b	e done after death	n to find out why someone died.
por Se r	puede realizar una autopsia despué	e done after death	n to find out why someone died.
por Se r	puede realizar una autopsia despuér qué murió una persona. An autopsy can be realiza mediante una cirugía. Puede one by surgery. It can take a few days.  Deseo una autopsia.	e done after death	n to find out why someone died.
por Se r	puede realizar una autopsia despuér qué murió una persona. An autopsy can be realiza mediante una cirugía. Puede pne by surgery. It can take a few days.  Deseo una autopsia. I want an autopsy.	e done after death	n to find out why someone died.
por Se r	puede realizar una autopsia despuér qué murió una persona. An autopsy can be realiza mediante una cirugía. Puede one by surgery. It can take a few days.  Deseo una autopsia.	e done after death	n to find out why someone died.
por Se r	puede realizar una autopsia despuér qué murió una persona. An autopsy can be realiza mediante una cirugía. Puede one by surgery. It can take a few days.  Deseo una autopsia. I want an autopsy.  No deseo una autopsia.	e done after death  tardar al	a to find out why someone died.  gunos días.
por Se r	puede realizar una autopsia despuér qué murió una persona. An autopsy can be realiza mediante una cirugía. Puede one by surgery. It can take a few days.  Deseo una autopsia. I want an autopsy.  No deseo una autopsia. I do not want an autopsy.  Deseo una autopsia si existe alguno	e done after death	and to find out why someone died.  gunos días.  ore mi muerte.
por Se r	puede realizar una autopsia despuér qué murió una persona. An autopsy can be realiza mediante una cirugía. Puede one by surgery. It can take a few days.  Deseo una autopsia. I want an autopsy.  No deseo una autopsia. I do not want an autopsy.  Deseo una autopsy.  Deseo una autopsia si existe alguno I want an autopsy if there are questions about my death.  Deseo que mi apoderado de aten	e done after death	and to find out why someone died.  gunos días.  ore mi muerte.



## Firmar el formulario PARTE 3 en la página E9

PART 3

Sign the form on page E9

- Antes de que se pueda usar esta forma, usted debe: Before this form can be used, you must:
  - Firmar el formulario en la página E9. Sign the form on pae E9.
  - Pedirles a dos testigos que lo firmen en la página E10. Have two witnesses sign on page E10.

Si usted no tiene testigos, un notario público debe firmar en la página E11.

El trabajo del notario público es asegurarse de que sea usted quien firma el formulario.

If you do not have witnesses, a notary public must sign on page E11. A notary public's job is to make sure it is you signing the form.

Firme e indique la fecha en la página E9. Sign your name and write the date on page E9.

firma (sign your name) fecha (date)

nombre en letra de molde (print your first name)

apellido en letra de molde (print your last name)

dirección (street address)

ciudad (city)

estado (state)

código postal (zip code)

- Su testigo debe: Your witnesses must:
  - ser mayor de 18 años be over 18 years of age
  - conocerle a usted know you
  - verle firmar esta forma see you sign this form
- Su testigo no puede: Your witnesses cannot:
  - ser su apoderado de atención de salud be your health care agent
  - ser su proveedor de atención de salud be your health care provider
  - trabajar para su proveedor de atención de salud work for your health care provider
  - trabajar en el lugar donde usted vive (si usted vive en una casa de reposo, vaya a la página E12) work at the place that you live (if you live in a nursing home go to page E12)
- Además, los testigos no pueden: Also, one witness cannot:
  - estar relacionados con usted de ningún modo be related to you in any way
  - beneficiarse financieramente (recibir dinero o propiedades) después de su muerte benefit financially (get any money or property) after you die

Los testigos tienen que firmar en la página E10.

Witnesses need to sign their names on page E10.

Si no tiene testigos, lleve esta forma a un notario público y pidale que firme en la página E11.

If you do not have witnesses, take this form to a notary public and have them sign on page E11.







## Pídale a sus testigos que firmen e indiquen la fecha en la página E10

	Have your witnesses sign their names an	d write the date on page E10	
Por medio de mi firmientras yo le miral	na, doy fe que Oa. By signing, I promise that(n	(nombre) signed this form w	rmó esta forma
Esta persona tenía on fue forzada a firma También doy fe de Conozco o	un uso pleno de su cap narlo. He/she was thinking clearly que: Talso promise that: a esta persona o esta perso	pacidad mental y and was not forced to sign it. na demostró quién	
<ul><li>No soy su</li><li>No soy su</li><li>No trabajo</li></ul>	de 18 años : lam 18 years or old apoderado atención de sa proveedor de cuidado de l para su proveedor de cuid e en el lugar donde vive est	lud I am not his/her healt a salud I am not his/he ado de la salud I c	er health care provider do not work for his/her health care provid
<ul><li>No tengo u</li><li>No recibiré</li></ul>	imbién debe dar fe de lo in parentesco de sangre, po un beneficio económico (a a persona muera I will not ben	r matrimonio ni ado dinero o propiedad	pción lam not related to him/her blood, marriage, or adoptiones) después
Testigo 1: Firm	nen en la página E10.	Witness #1: Sign on page E10	).
firma (sign your name)		fecha (date)	
nombre en letra d	de molde (print your first name)	apellido en letra	de molde (print your last name)
dirección (street add	lress) ciudad (city)	estado (state)	código postal (zip code)
Testigo 2: Firm	nen en la página E10.	Witness #2: Sign on page E10	).
firma (sign your name)		fecha (date)	



## Ha terminado de llenar esta forma.

ciudad (city)

You are now done with this form.

dirección (street address)

nombre en letra de molde (print your first name)

Comparta esta forma con sus médicos, enfermeras, trabajadores sociales, amigos, familiares y su apoderado de atención de salud.

Share this form with your doctors, nurses, social workers, friends, family, and health care agent.



Converse con ellos sobre sus decisiones.

Talk with them about your choices.



código postal (zip code)

apellido en letra de molde (print your last name)

estado (state)

NOTARIO PÚBLICO

Lleve esta forma a un notario público SOLAMENTE si no lo han firmado dos testigos.

Take this form to a notary public <u>only</u> if two witnesses have not signed this form.

 Lleve una identificación con fotografía (licencia de conducir, pasaporte, etc.)

Bring photo I.D. (driver's license, passport, etc.)



**Notary Public** 

County of	_		
On	_ before me,	Here insert name and title of the officer	, personally
appeared			
		Name(s) of Signer(s)	
		is/her/their signature(s) on the ins ed, executed the instrument.	trument the person(s), or the entity
		nder the laws of the State ph is true and correct.	
of California that the f		ph is true and correct.	
of California that the f WITNESS my	foregoing paragra hand and official s	ph is true and correct. seal.	
of California that the f WITNESS my	foregoing paragra hand and official s	ph is true and correct.	
of California that the f WITNESS my   Signature  Description of Attac	foregoing paragra hand and official s Signature	ph is true and correct.  seal.  e of Notary Public  RIGHT THUMBPRINT OF SIGNER	
of California that the formula with the	foregoing paragra hand and official s Signature ched Document nent:	ph is true and correct.  seal.  e of Notary Public  RIGHT THUMBPRINT OF SIGNER  Top of thumb here	(Notary Seal)
of California that the f WITNESS my   Signature  Description of Attac Title or Type of docum Date: Num Capacity(ies) Claim	shand and official s  Signature  Shed Document  nent:  nber of pages:  ed by Signer(s)	ph is true and correct.  seal.  e of Notary Public  RIGHT THUMBPRINT OF SIGNER  Top of thumb here	(Notary Seal)
of California that the f WITNESS my	shand and official s  Signature  Shed Document  nent:  nber of pages:  ed by Signer(s)	ph is true and correct.  seal.  e of Notary Public  RIGHT THUMBPRINT OF SIGNER  Top of thumb here	(Notary Seal)

## Ha terminado de llenar esta forma.

You are now done with this form.



Comparta esta forma con sus médicos, enfermeras, trabajadores sociales, amigos, familiares y su apoderado de atención de salud.

Share this form with your doctors, nurses, social workers, friends, family, and health care agent.

Converse con ellos sobre sus decisiones.

Talk with them about your choices.





## SÓLO para residentes de casas de reposo del estado de California

For California Nursing Home Residents ONLY

- Entréguele esta forma al director de su casa de reposo, sólo si vive en una. Give this form to your nursing home director only if you live in a nursing home.
- La ley de California exige que los residentes de las casas de reposo tengan al mediador público (ombudsman) como testigo de las instrucciones anticipadas.

California law requires nursing home residents to have the nursing home ombudsman as a witness of advance directives.

## DECLARACIÓN DEL DEFENSOR LEGAL (OMBUDSMAN) DEL PACIENTE

STATEMENT OF THE PATIENT ADVOCATE OR OMBUDSMAN

"Declaro bajo pena de perjurio en conformidad con las leyes del estado de California que soy el defensor o mediador público (ombudsman) designado por el Departamento Estatal de la Tercera Edad y que actúo como testigo según lo estipulado en la Sección 4675 del Código de Sucesiones."

"I declare under penalty of perjury under the laws of California that I am a patient advocate or ombudsman as designated by the State Department of Aging and that I am serving as a witness as required by Section 4675 of the Probate Code."

		1 1	
firma (sign your name)		fecha (date)	
nombre en letra de molde	(print your first name)	apellido en letra	de molde (print your last name
dirección (street address)	ciudad (city)	<b>estado</b> (state)	código postal (zip code)

Estas instrucciones anticipadas cumplen con el Código de Sucesiones de California, Sección 4671-4675. http://www.leginfo.ca.gov/calaw.html

This advance directive is in compliance with the California Probate Code, Section 4671-4675. http://www.leginfo.ca.gov/calaw.html

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código postal (zip code)

## 加州醫療照護 事前指示

California Advance Health Care Directive



## **CHINESE & ENGLISH**

這份指示書將會讓您的醫生明白您的醫護 服務意願

This form will let your doctors know your health care wishes

• 這份指示書有兩種類型的頁面 This form has 2 types of pages

## 左邊的頁面同時具有中文和英文

Pages on the left have both Chinese and English

## 右邊的頁面只具有中文

Pages on the right have only Chinese

## 兩種頁面的內容完全相同

Both pages say the same thing

• 大部分的醫生只能閱讀英文 Most doctors only read English

## 所以請您只需要<mark>填寫</mark>同時具有 中文和英文的頁面

So only fill out pages that have both Chinese and English

如果您需要人幫忙填寫,請致電 408-332-5579

If you need help call 408-332-5579

## 中文

- 這份指示書將會讓您的醫生明白您的醫護 服務意願
- 這份指示書有兩種類型的頁面左邊的頁面同時具有中文和英文右邊的頁面只具有中文兩種頁面的內容完全相同
- 大部分的醫生只能閱讀英文

所以請您只需要<mark>填寫</mark>同時具有 中文和英文的頁面

 如果您需要人幫忙填寫,請致電 408-332-5579





## 事前指示

California Advance Health Care Directive

## 這份指示書讓您可事前表達在病重時希望得到何種的療護。

This form lets you have a say about how you want to be treated if you get very sick.





## 本指示書分爲三部份。它可讓您:

This form has 3 parts. It lets you:

第一部份:

#### 選擇一位醫療代理人。

1: Choose a health care agent.

在您病重無法做任何醫療決定時,醫療代理人會為您做決定。

A health care agent is a person who can make medical decisions for you if you are too sick to make them yourself.



## 第二部份

自己做醫療決定。

Make your own health care choices.

本指示書讓您選擇自己想要的各項醫護服務。

This form lets you choose the kind of health care you want.

如此一來,若您病得太重而無法表達意見時,醫護人員及親友們就不用去猜測您的心意。

This way, those who care for you will not have to guess what you want if you are too sick to tell them yourself.



## 第三部份:

簽署指示書

Sign the form.

這份指示書必須簽字才會生效。 It must be signed before it can be used.

您可填寫第一部份或第二部份,或兩部份均填寫。您一定要在英文的第九頁(E9)簽名。
You can fill out Part 1, Part 2, or both. Always sign the form on page E9.

兩位見證人需在英文的第十頁(E10)簽名,或是一位公證人在英文的第十一頁(E11)簽名。

2 witnesses need to sign on page E10 or a notary public on page E11.

## 你的名字:

Your name:





## 如果您只想指定醫療代理人,請翻到英文第3頁(E3)第一部份。

If you only want a health care agent, go to Part 1 on page E3.

## 如果您只想自行選擇醫療決定,請翻到英文第6頁(E6)第二部份。

If you only want to make your own health care choices, go to Part 2 on page E6.

## 如果您希望兩項都指定,請填寫第一部份和第二部份。

If you want both, then fill out Part 1 and Part 2.

## 請您務必記得在英文第9頁(E9)第三部份簽名。

Always sign the form in Part 3 on page E9.

#### 兩位見證人需在英文的第十頁(E10)簽名,或由一位公證人在英文的第十一頁(E11)簽名。

2 witnesses need to sign on page E10 or a notary public on page E11.

## 填妥指示書後,該如何處理?

What do I do with the form after I fill it out?

#### 請將指示書影本給:

Share the form with those who care for you:

- 醫牛 doctors
- 家人和朋友 family & friends
- 護士 nurses
- 醫療代理人 health care agent
- 計工 social workers



## 如果我改變主意,該怎麼辦?

What if I change my mind?

- 重新填寫一份指示書。 Fill out a new form.
- 把修改的內容告訴照顧您的人。 Tell those who care for you about your changes.
- 把新的指示書給您的醫療代理人和醫生。 Give the new form to your

## 如果對指示書有疑問,該怎麽辦?

What if I have questions about the form?

把指示書拿給您的醫生、護士、社工人員、 醫療代理人、家人或朋友,由他們為您解答。

Bring it to your doctors, nurses, social workers, health care agent, family or friends to answer your questions.



What if I want to make health care choices that are not on this form?

- 請將您的意願寫在一張紙上。 Write your choices on a piece of paper.
- 寫好後和指示書放在一起。 Keep the paper with this form.
- 與醫護人員及親友們討論附頁內容。

Share your choices with those who care for you.







## 第一部份

## 選擇您的醫療代理人

PART 1

Choose your health care agent

## 您的醫療代理人會在您病重不能為自己作決定時,替您選擇各項醫療服務

The person who can make medical decisions for you if you are too sick to make them yourself.

## ● 我應該選擇誰當我的醫療代理人?

Whom should I choose to be my health care agent?

#### 符合下列條件的家人或朋友:

A family member or friend who:



- 年滿 18 歳 is at least 18 years old
- 非常了解您 knows you well
- 有需要時可聯絡到您
  can be there for you when you need them
- 您信任會為您作最好的決定 you trust to do what is best for you
- 能告訴醫生您在指示書中所做的決定 can tell your doctors about the decisions you made on this form

您的醫療代理人<mark>不可以</mark>是您的醫生、醫院或診所的工作人員,除非他(她)是您的家人。

Your agent cannot be your doctor or someone who works at your hospital or clinic, unless he/she is a family member.

## 如果我沒有選擇醫療代理人,會發生什麽狀况?

What will happen if I do not choose a health care agent?

當您重病而不能自己做決定時,醫生會請您最親的家屬為您做決定。

If you are too sick to make your own decisions, your doctors will ask your closest family members to make decisions for you.

如果您希望由親屬以外的人當您的代理人,必須把他(她)的名字寫在指示書裡。

If you want your agent to be someone other than family, you must write his or her name on this form.

## 我的醫療代理人可以做什麽樣的決定?

What kind of decisions can my health care agent make?

他(她)可以為您同意、拒絕、改變、停止或選擇:

Agree to, say no to, change, stop or choose:

- 醫生、護士、社工 doctors, nurses, social workers
- 醫院或診所 hospitals or clinics
- 藥物,檢測,或治療 medications, tests, or treatments
- 如何處理您的遺體與器官 what happens to your body and organs after you die

您的醫療代理人需要遵照您在第二部份中的醫療意願。

Your agent will need to follow the health care choices you make in Part 2.







## 您的代理人還可以替您作什麼決定:

Other decisions your agent can make:

## ● 維持生命的治療 - 嘗試延長您的生命的醫療方法

Life support treatments - medical care to try to help you live longer

• 心肺復甦術 (cardiopulmonary resuscitation), 簡稱 CPR

cardio = 心臟 (heart) • pulmonary = 肺臟 (lungs) • resuscitation = 復甦 (to bring back)



#### 包括了:

This may involve:

- 用力擠壓胸膛,使心臟維持輸送血液功能 pressing hard on your chest to keep your blood pumping
- 透過電擊讓心臟再度跳動 electrical shocks to jump start your heart
- 把藥物注射到靜脈裡 medicines in your veins



呼吸輔助器 Breathing machine or ventilator

呼吸輔助器把氧氣輸入肺部,協助病人呼吸。 使用期間病人不能說話。

The machine pumps air into your lungs and breathes for you. You are not able to talk when you are on the machine.

• 血液透析術 (洗腎) Dialysis

腎臟功能喪失時,用洗腎機來過濾血液。

A machine that cleans your blood if your kidneys stop working.

• 誤食管 Feeding Tube

病人無法吞嚥時要靠餵食管來進食。 餵食管可從喉嚨插入 思郊:武以毛術技器餵食等

**胃部;或以手術插置餵食管**。

A tube used to feed you if you cannot swallow. The tube is placed down your throat into your stomach. It can also be placed by surgery.



- **外科手術 (開刀)** Surgery
- **\*** Medicines



End of life care - if you might die soon your health care agent can:



- 邀請宗教輔導員到場 call in a spiritual leader
- 決定在家裡或在醫院離世 decide if you die at home or in the hospital



## 請把本指示書給您的醫療代理人。告訴您的代理人您想接受哪一種醫療照顧。

Show your health care agent this form. Tell your agent what kind of medical care you want.







## 您的醫療代理人

Your Health Care Agent



I want this person to make my medical decisions. Write this on page E5.

名字 (first name)	姓氏 (last name)		
地址 (street address)	城市 (city)	<b>州</b> (state)	郵區號碼 (zip code)
_	( )	_	
住宅電話號碼 (home phone number)	工作電話號碼(	(work phone number)	
如果以上指定的人不能代辦,我			•
If the first person cannot do it, then I want this per	rson to make my medical c	decisions.	
名字 (first name)	姓氏 (last name)		
地址 (street address)	城市 (city)	<b>州</b> (state)	郵區號碼 (zip code)
地址 (street address)  ( ) —	城市 (city)	州 (state) —	郵區號碼 (zip code)
地址 (street address)  ( 住宅電話號碼 (home phone number)	( )	(work phone number)	郵區號碼 (zip code)
(	工作電話號碼(	(work phone number)	郵區號碼 (zip code)
		(work phone number)	郵區號碼 (zip code)
住宅電話號碼 (home phone number)  請在您同意的句子旁劃一個X。	工作電話號碼( <b>請在英文第五頁(</b> ark this on page E5. 療代理人就可以替我(	work phone number) <b>E5)上打X。</b> 故決定。	郵區號碼 (zip code)
住宅電話號碼 (home phone number) <b>請在您同意的句子旁劃一個X。</b> Put an X next to the sentence you agree with. Mo	工作電話號碼( 請在英文第五頁( ark this on page E5. 京代理人就可以替我付 or me right after I sign this for 已做決定時,才能替	work phone number) <b>E5)上打X。</b> 故決定。	郵區號碼 (zip code)

You may write down your health care choices on this form. How do you want your health care agent to follow these choices? Put an X next to the one sentence you most agree with. Write this on page E5.

我希望我的醫療代理人能與我的醫生配合, 並盡他 (她) 最佳的判斷能力。我的代理人可以 把我在本指示書上所寫的醫療選擇視為基本指南來遵守。

I want my health care agent to work with my doctors and to use her/his best judgment. It is OK for my agent to follow my health care choices on this form as a general guide.

雖然說可以把我的選擇視為基本指南來遵守,但我還是希望以下的抉擇不要被改變:

Even though it is OK to follow my choices as a general guide, there are some choices I do not want changed:

我希望我的醫療代理人要完全遵守我在本指示書上的醫療選擇。即使連醫生也認為這選擇對 I want my health care agent to follow my 我並沒有好處,我的代理人也絕對不可以改變我的選擇 health care choices on this form **exactly**. I

己的 請翻到下頁的第二部份。

To make your own health care choices, go to Part 2 on the next page.

請翻到英文第9頁(E9)第三部份。

To sign this form, go to Part 3 on page E9.



never want my agent to change my choices, even if the doctors think this is not good for me.

## 自行做醫療照顧的選擇

PART 2

Make your own health care choices

讀寫下您的決定,這樣醫護人員及親友們才不用去猜測您的想法。讀在英文第六頁(E6)上作出您的選擇。

Write down your choices so those who care for you will not have to guess. Write your answers on page E6.

## 請思考如何令您活得有意義。

Think about what makes your life worth living.

只有當我還能做以下這些事項的時候,才值得活下去: My life is only worth living if I can:

在英文第六頁(E6),您所同意的全部句子旁勾上X。

Put an X next to all the sentences you agree with on page E6.

- 能與家人或朋友交談 talk to family or friends
- 能從昏洣中甦醒 wake up from a coma
- 可以自己進食、洗澡或照顧自己 feed, bathe, or take care of myself
- 沒有痛禁 be free from pain
- 不需依賴機器維生 live without being hooked up to machines
- 我不確定 I am not sure

無論我病得多嚴重,都值得讓我活下去。

My life is always worth living no matter how sick I am.

臨終時,我一定要:

If I am dying, it is important for me to be:

┙ 在醫院 在家裡

in the hospital

┙ 我不確定

I am not sure

宗教或靈性需求對您很重要嗎?

Is religion or spirituality important to you?

┛ 不重要

很重要 如果您有宗教信仰. 您的宗教信仰是甚麼?

If you have one, what is your religion?

醫生應該知道有關我宗教或信仰的事宜:

What should your doctors know about your religion or spirituality?

當您生病時,醫生和護士一定會盡力讓您舒服,減除痛楚。

If you are sick, your doctors and nurses will always try to keep you comfortable and free from pain.





## **維持生命治療**是要試著維持您的生命。包括運用心肺復甦術 (CPR)

餵食管、洗腎、輸血或用藥等方式。

Life support treatments are used to try to keep you alive. These can be CPR, a breathing machine, feeding tubes, dialysis, blood transfusions, or medicine.

請您在最同意的一項選擇旁勾上X ● Put an X next to the one choice you most agree with.

請先把整頁的內容都讀完,再作出您的一項選擇。 Please read this whole page before you make your choice.

請在英文第七頁(E7)上作出您的選擇。 Mark your answers on page E7.

## 如果我病危,可能要離世:

If I am so sick that I may die soon:

請用醫生認為可能有幫助的『全部』維持生命治療方法。 Try all life support treatments that my doctors think might help.

### 如果治療沒有效果而且病情好轉的機會微小,

If the treatments do not work and there is little hope of getting better,

#### **我仍然想要**依賴維持生命的機器。

I want to stay on life support machines.

請用醫生認為可能有幫助的『全部』維生治療方法。

Try all life support treatments that my doctors think might help.

## 如果治療**沒有效果**而且病情好轉的機會微小,**我不想**依賴維持生命的機器。

If the treatments do not work and there is little hope of getting better, I do not want to stay on life support machines.

我希望醫生使用可能有幫助的所有維持生命治療方法。

Try all life support treatments that my doctors think might help **but not** these treatments.

#### 請勾選您**不要**的治療項目。

Mark what you do not want.

- 心肺復甦術 CPR
- 血液透析術 (洗腎) dialysis
- 呼吸輔助器 breathing machine
- ◯ 其它治療方法

- 餵食管 feeding tube
  - **輸**加 blood transfusion
- 藥物 medicine

other treatments

我不要使用任何維持生命治療法。 I do not want any life support treatments.

我希望由我的醫療代理人幫我決定。 I want my health care agent to decide for me.

我不確定。 I am not sure.















醫生會問您是否願意在去世後捐贈器官和解剖遺體。

Your doctors may ask about organ donation and autopsy after you die.

請告訴我們您的意願。 Please tell us your wishes.

請在您最同意的一項選擇旁勾上 X • Put an X next to the one choice you most agree with.

請在英文第八頁(E8)上作出您的選擇。 Mark your answers on page E8.

捐贈器官可以救活別人	•
捐赠品占り以私心別人	0

Donating (giving) your organs can help save lives.

→ 我願意捐贈我的器官。

I want to donate my organs.

#### 我想揭贈的器官是:

Which organs do you want to donate?

- 任何器官 any organ
- 只捐贈 only
- **山** 我**不願意**捐贈我的器官。

I do not want to donate my organs.

□ 我希望由我的**醫療代理人**幫我決定。

I want my health care agent to decide.

□ 我不確定。

I am not sure.

解剖遺體可以確定死因。 An autopsy can be done after death to find out why someone died.

用外科手術解剖,可能需要幾天時間。 It is done by surgery. It can take a few days.

■ 我願意解剖遺體。

I want an autopsy.

**┙** 我**不願意**解剖遺體。

I do not want an autopsy.

<mark>┙</mark> 如果我的死因有疑問時<sup>,</sup>我希望解剖遺體。

I want an autopsy if there are questions about my death.

┛ 我希望由我的**醫療代理人**幫我決定。

I want my health care agent to decide.

□ 我不確定。

I am not sure.

## 有關遺體的處理,您希望醫生注意什麼事項?

What should your doctors know about how you want your body to be treated after you die?







## 在指示書英文第九頁(E9)上簽名

PART 3

Sign the form on page E9

- 要指示書生效,您必須: Before this form can be used, you must:
  - 在指示書英文第九頁(E9)上簽名。 Sign the form on pae E9.
  - 請兩位見證人在英文的第10頁上(E10)簽名。 Have two witnesses sign on page E10.



公證人的職責是確定指示書由你本人簽署。 A notary public's job is to make sure it is you signing the form.

請在英文第九頁(E9)上簽名並註明簽署日期。 Sign your name and write the date on page E9.

簽名 (sign your name)

日期 (date)

名字 (正楷書寫名字) (print your first name)

姓氏 (正楷書寫姓氏) (print your last name)

地址 (address)

城市 (city) (state) 郵區號碼 (zip code)

- 您的見證人必須: Your witnesses must:
  - 年滿 18 歳 be over 18 years of age
  - 認識您 know you
  - 親眼看到您在指示書上簽名 see you sign this form
- 見證人不可以: Your witnesses cannot:
  - 是您的醫療代理人 be your health care agent
  - 是您的醫護人員 be your health care provider
  - 在您接受醫療服務的單位内工作 work for your health care provider
  - 在您居住的地方工作(如果您住在療養院,請翻到英文第12頁(E12)) work at the place that you live (if you live in a nursing home go to page E12)
- 而且,一位見證人不能: Also, one witness cannot:
  - 與您有任何親屬關係 be related to you in any way
  - 在您去世後得到財政上的利益(得到金錢或財產) benefit financially (get any money or property) after you die

## 見證人必須在英文第十頁(E10)上簽名。

Witnesses need to sign their names on page E10.

■請帶著本指示書由公證人在英文的第11頁(E11)上簽名。 如果您沒有見證人

If you do not have witnesses, take this form to a notary public and have them sign on page E11.







## 請您的見證人在英文第十頁(E10)上簽名和填寫今天的日期

Have your witnesses sign their names and write the date on page E10

透過簽	名,	本人證明	在本人面前親自在本指示書上簽名。
By signing,	, I pror	mise that signed this form w  (内ame)	/hile I watched.
他(她 He/she wo		當時能清楚地思考,而且並未 king clearly and was not forced to sign it.	被迫簽名。
本人也	證明	月:I also promise that:	
	•		自己是誰   I know him/her or this person could prove who he/she was
	•	我已年滿 18 歲 I am 18 years or old	der
	•	我不是他 (她) 的醫療代理人 🗆 🗅	am not his/her health care agent
•	•	我不是他(她) 的醫療人員 lami	not his/her health care provider
•	•	我不是替他(她) 的醫療人員工作	I do not work for his/her health care provider
•	•	我沒有在他(她)居住的地方工作	I do not work where he/she lives
有一位	見記	登人也必須保證: One witness mus	at also promise that:
	•		· 見或收養關係 I am not related to him/her by blood, marriage, or adoption
	•	我不會在他(她)去世後得到財	
	第一	位見證人:請在英文第十頁(6	10)上簽名。 Witness #1: Sign on page E10.
	•		
	<b>答名</b>	(sign your name)	日期 (date)
^	~ —	(-9 /,	
討	澄人:	名字 (正楷書寫名字) (print your first na	me) 姓氏 (正楷書寫姓氏) (print your last name)
İ	地址	(address)	城市 (city) 州 (state) 郵區號碼 (zip code)
	第二	位見證人:請在英文第十頁(6	<b>10)上簽名。</b> Witness #2: Sign on page E10.
<b>2</b>	簽名	(sign your name)	日期 (date)
ä	澄人:	名字 (正楷書寫名字) (print your first na	me) 姓氏 (正楷書寫姓氏) (print your last name)



地址 (address)

## 您已經填妥指示書

You are now done with this form.

城市 (city)

請把這份指示書拿給您的醫生、護士、 社工人員、朋友、家人和醫療代理人。

Share this form with your doctors, nurses, social workers, friends, family, and health care agent.



與他們談論您的選擇。

Talk with them about your choices.



州 (state) 郵區號碼 (zip code)

Notary Public

如果找不到兩位見證人簽署指示書, **才需要**帶指示書請公證人為您做證。

Take this form to a notary public only if two witnesses have not signed this form.

記得要帶有照片的證件 (駕駛執照,護照等)

Bring photo I.D. (driver's license, passport, etc.)



State of Califo			
County of	<del></del>		
On	before me,	Here insert name and title of the officer	, personally
		Here insert name and title of the officer	
арреа. са		Name(s) of Signer(s)	
Cortificundor I	DENIALTY OF DEDILIDYdox	the laws of the State	
of California tha	PENALTY OF PERJURY under that the foregoing paragraph is S my hand and official seal.		
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of California that WITNES Signature Description of Title or Type of	t the foregoing paragraph is S my hand and official seal.  Te	RIGHT THUMBPRINT OF SIGNER Top of thumb here	(Notary Seal)

## 您已經填妥指示書。 You are now done with this form.



請把這份指示書拿給您的醫生、護士、 社工人員、朋友、家人和醫療代理人。

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Talk with them about your choices.





## 僅限居住在加州療養院的人填寫

For California Nursing Home Residents ONLY

若您住在療養院,請將本指示書交給療養院的主管。

Give this form to your nursing home director only if you live in a nursing home.

加州法律規定,如專前指示書的填寫人為居住在療養院的人,指示書的證人之一必須是 療養院監察員(ombudsman)。

California law requires nursing home residents to have the nursing home ombudsman as a witness of advance directives.

#### 病人權益代言人或監察昌聲明

STATEMENT OF THE PATIENT ADVOCATE OR OMBUDSMAN

「本人聲明我是加州耆英署 (STATE DEPARTMENT OF AGING)

指派之病人權益代言人或監察員,根據遺囑認證法 (PROBATE CODE)

第 4675 條規定擔任本指示書證人,如有虛假,願受偽證罪處置。」

"I declare under penalty of perjury under the laws of California that I am a patient advocate or ombudsman as designated by the State Department of Aging and that I am serving as a witness as required by Section 4675 of the Probate Code."

簽名 (sign your name)

日期 (date)

證人名字 (正楷書寫名字) (print your first name)

姓氏 (正楷書寫姓氏) (print your last name)

地址 (address)

城市 (city) 州 (state) 郵區號碼 (zip code)

#### 中文修訂:美華慈心關懷聯盟 網址: www.caccc-usa.org

Chinese modification by the Chinese America California Coalition for Compassionate Care: www.caccc-usa.ora

本事前指示書遵守加州遺囑認證法 (Probate Code) 第 4671-4675 條規定。http://www.leginfo.ca.gov/calaw.html This advance directive is in compliance with the California Probate Code, Section 4671-4675. http://www.leginfo.ca.gov/calaw.html

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