

## Appendix A

### Advance Care Planning Quality Grading Criteria for scoring quality of ACP documentation in the EHR (Developed after review of Caring Connections, Australian State of Science on Quality Advance Care Planning)

#### Exploration of:

- Did you assess if patient can make own decisions (1 point)
- Did you look at why patient is completing ACP document (1 point)
- Does the patient understand the following:
  - Their illness? (1 point)
  - Why they are doing ACP? (1 point)
  - All the different ways they can document their future plans? (1 point)
  - When documented preferences would be activated (when they are unable to voice their preferences)? (1 point)
  - That the ACP document is not fixed in stone and can be changed as their wishes change? (1 point)
- Patient values and circumstances:
  - Does the patient have any cultural or religious preferences? (1 point)
  - Does the patient have any past experiences with ACP? (1 point)
  - Does the patient report any barriers to care? (1 point)
- Picking a decision maker: Did the documentation record:
  - Who would serve as a healthcare agent? (1 point)
  - Agent's willingness to participate in patient's care? (1 point)
  - Agent's understanding of the patient goals, values, and beliefs? (1 point)
  - Agent's ability to make decisions when under stress? (1 point)
  - Agent's willingness to honor the patient's desires when ACP activated? (1 point)
  - Agent's participation in the ACP discussion (during visit or with patient)? (1 point)
  - How much freedom the patient gives their agent to change his/her voiced preferences? (1 point)
- What does the patient want to accomplish?
  - What contributes to a positive quality of life for the patient? (1 point)
  - How would the patient envision his/ her care if s/he could not make own decisions, didn't know who s/he was, and/ or where s/he was (clinical situations such as dementia)? (1 point)
- Seeing it through?
  - Did the patient get a follow up offer to have additional conversations if desired, including, but not limited to, referrals to sub-specialists, or inter-professional disciplines like social work, chaplaincy, etc answer questions about ACP? (1 point)