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Owner: Heidi Ciske-Schmidt:
 12008018-Manager-
 Quality Assurance
Policy Area: Wraparound (REACH,
 O'YEAH)-Administration
References: 1. Wisconsin State Statute
 154

#075 - Advance Directives

Effective Date if Other Than Approval Date: 01/01/2018

Policy

It is the policy of Wraparound Milwaukee to inform enrollees ages 18 and older of their right of an Advance Directive. An Advance Directive is a written instruction, such as a living will or durable power of attorney for health care, recognized under Wisconsin law (whether statutory or recognized by the courts of Wisconsin) and relating to the provision of such care when the individual is incapacitated (per [WI § 154 Advance Directives](#)). This includes the enrollee's rights under Wisconsin law to make decisions concerning such medical care, including the right to accept or refuse medical or surgical treatment and the right to develop an Advance Directive.

Definitions:

- A. Advance Directive - Written instruction, such as a living will or durable power of attorney for health care, recognized under Wisconsin law and relating to the provision of such care when the individual is incapacitated
- B. Living Will - Document signed by a competent adult who authorizes withholding or withdrawing certain life-sustaining procedures if the individual has or develops a terminal condition
- C. Durable Power of Attorney for Health Care - Document signed by a competent adult designating someone that the person trusts to make health care decisions on their behalf, should he/she become incapacitated. Terminal illness is not required for the Durable Power of Attorney to take effect.
- D. Incapacity - Inability to receive and evaluate information effectively or to communicate decisions to such an extent that the individual lacks the capacity to manage his/her health care decisions

Procedure:

If the enrollee is 18 years or older at the time of enrollment or turns 18 years old while enrolled the following procedure applies:

- A. Care Coordinator/Transition Coordinator will inquire with the enrollee about the Advance Directive
 - 1. If the enrollee has an Advance Directive the Care Coordinator/Transition Coordinator will:
 - a. Document the information within the client file (Electronic Health Record (EHR) - Synthesis)
 - b. Request a copy of the Advance Directive for the client file

- c. Upload a copy of the Advance Directive in the client file
 - d. Inquire with the enrollee on an annual basis about any changes/updates to the Advance Directive
2. If the enrollee does not have an Advance Directive the Care Coordinator/Transition Coordinator will:
- a. Document the information within the client file (EHR - Synthesis)
 - b. If the enrollee chooses/requests, the Care Coordinator/Transition Coordinator will assist the enrollee to complete an Advance Directive with the enrollee's medical physician
 - c. Inquire with the enrollee on an annual basis about the enrollee's interest in completing an Advance Directive. Continue to document the information in the client file (EHR - Synthesis)

Note: If the enrollee is admitted into an Inpatient Health Care Facility (i.e.: medical or psychiatric facility) or placed in a Community-Based Residential Facility (CBRF), that facility's Advance Directive policy applies. Enrollees have a right to file a grievance with Wisconsin's Department of Health Services, Division of Quality Assurance, regarding noncompliance with Advance Directive requirements.

References:

[WI § 154 Advance Directives](#)

Attachments:

No Attachments

Approval Signatures

Step Description	Approver	Date
	Michael Lappen: 11008000-BHD Administrator	11/7/2017
	MaryJo Meyers: 11003003-Director Wraparound Program	11/7/2017
	Pamela Erdman: 12008005-Placement Resources Manager	11/7/2017
	Heidi Ciske-Schmidt: 12008018-Manager- Quality Assurance	11/7/2017