

## ADVANCE CARE PLANNING

# MyChart DOCUMENT UPLOADING GUIDELINES

Prior to uploading your document into MyChart please review the essential elements of a valid advance directive or DPOA for health care legal document.

1. Your document is called an advance directive, durable power of attorney for health care or patient advocate designation.

*Other documents that may be uploaded include:*

- Living Will
- Five Wishes Form
- Respecting Choices Optional Worksheets
- Michigan Physician Orders for Scope of Treatment (MI-POST)

2. Your name is on the document.

3. Your patient advocate's name is on the document.

*– To add or edit a patient advocate in MyChart you must have an advance directive legal document uploaded or on file.*

4. You have signed and dated the document.

5. Two witnesses signed and dated the document.

*The witness cannot be:*

- the person appointed as your patient advocate
- under the age of 18
- related to you by blood, marriage or adoption
- your physician or health care provider
- an employee of a health care facility that is caring for you
- an employee of your life or health insurance provider
- a creditor or any one who will be entitled to any part of your estate

*\*a notary is not required*

6. The dates of the signatures match.

P16888k21\_23234\_072820

YOU MUST UPLOAD YOUR MULTIPLE PAGE DOCUMENT AS **ONE FILE**  
*(you cannot upload the pages separately)*



Call Respecting Choices at Beaumont at **947-522-1948**