

## Next steps

Once you have completed your Advance Directive (Health Care Power of Attorney and/or Living Will) and had it notarized, there are a few more steps to take to be sure your choices are honored by your healthcare team and those who are important to you.

- 1. Keep the original document(s) where they will be safe and easy to obtain.** Do not put these documents in a safe deposit box. Your document(s) may be needed at any time.
- 2. Make copies:**
  - A copy for yourself, in case you lose the original or it is accidentally destroyed or damaged.
  - Take to your next doctor's appointment so your Advance Directive can be loaded into your medical record or upload the document to MyChart, Novant Health's patient portal.
  - Give a copy to the health care agent(s) you named in the Health Care Power of Attorney document, if completed.
  - Give copies to other important people in your life, like friends, family or clergy.
  - Label one copy "hospital" and take it with you if you are admitted to a hospital. The hospital can load the document into your hospital medical record.
- 3. Make a list of who has a copy of your document(s).** If you ever change your Advance Directive, you will have a list of who needs an updated copy.
- 4. Discuss your Advance Directive with your healthcare team and others listed above.** Tell your healthcare team and other important people in your life what your wishes are. Make sure everyone is clear on what you want, so your wishes will be honored.

For more information on advance care planning, contact us at **844-677-5134** or **[ChoicesandChampions@NovantHealth.org](mailto:ChoicesandChampions@NovantHealth.org)**.

You can also visit our website at **[NovantHealth.org/ChoicesandChampions](https://NovantHealth.org/ChoicesandChampions)**.