

AGENDA FOR ACP CORE COMPONENT COURSE

Required component for First Steps, Next Steps, and Advanced Steps ACP Facilitator Certification

The purpose of this course is to assist participants in learning effective communication skills and techniques for facilitating person-centered conversations.

To achieve ACP Facilitator certification in First Steps, Next Steps, or Advanced Steps, participants must complete the following:

- Full attendance at ACP Core Component course and ACP Facilitator Intensive course(s) for First Steps, Next Steps, and/or Advanced Steps ACP Facilitator Certification
- Respecting Choices Online ACP Facilitator Curriculum (*modules 1–4 for Core and First Steps, modules 1–5 for Advanced Steps, modules 1–6 for Next Steps*)
- Role-play validation to demonstrate ACP communication skills and critical thinking for facilitating ACP conversations

Precourse Requirements/Activities	
<ol style="list-style-type: none"> 1. Complete Respecting Choices Online ACP Facilitator Curriculum. 2. Review Learning Tool: The Exploration Phase of ACP Conversations (RC 0125). 3. View <i>ACP Introduction</i> video (via YouTube link: https://youtu.be/4qMUHUpzD68). 	
Welcome and Program Overview	15 minutes
<ul style="list-style-type: none"> • Learning outcomes and materials • Insights from precourse activities 	
Person-Centered Conversations: Core Concepts	20 minutes
<ul style="list-style-type: none"> • Stages of person-centered decision making and intended populations • ACP Facilitator role and responsibilities • Flexibility within a Framework 	
Skills to Promote Person-Centered Conversations	10 minutes
<ul style="list-style-type: none"> • Review communication skills and techniques • Critical thinking skills 	
The Exploration Phase of ACP Conversations – Part A	45 minutes
<ul style="list-style-type: none"> • ACP conversations: Exploring what matters most • Video: <i>ACP Conversation with Individual (healthy adult) and Healthcare Agent: Exploration</i> 	
Break	15 minutes
The Exploration Phase of ACP Conversations – Part B	35 minutes
<ul style="list-style-type: none"> • ACP conversations: Individuals with chronic or serious illness • Video: <i>ACP Conversation with Individual (with serious illness) and Healthcare Agent: Exploration</i> 	
Role-Play Exercise	60 minutes
<ul style="list-style-type: none"> • Group debrief 	
Preparation for Facilitator Intensive Course(s) for Certification	10 minutes
<ul style="list-style-type: none"> • Share a new insight from today • Precourse activities for specific intensive course(s) 	
Adjourn	TOTAL: 3.5 HOURS