

## Kökua Mau Member Benefits for Organizations: Training Packages

## Kokua Mau: Your Partner for Advance Care Planning

More businesses and organizations are recognizing the importance of equipping their employees and others with sound information on Advance Care Planning (ACP). Employees need advice from a trusted, objective resource to make sound decisions when a family member is facing critical end-of-life care decisions. It is a situation that touches everyone at some point. Kōkua Mau can be your valuable partner to initiate this planning process.

Kōkua Mau is a coalition of Hawaii's leading hospice and palliative care programs that helps businesses address the difficult challenges of employee absenteeism or employee stress resulting from having to take care of a seriously ill family member. This can affect productivity. Situations like this can also result in employees prematurely leaving their jobs, causing businesses to lose good employees.

## **An Exclusive Offer for Our Organizational Members**

Effective training and comprehensive information are key elements to your organization's ability to communicate the importance of Advance Care Planning for your staff, members, clients or patients. That's why Kōkua Mau has developed a number of training sessions to meet the needs of organizations as well as individuals. We can show your employees and others how to initiate a conversation about the type of care they or their loved ones would like to receive if they become seriously ill. This helps everyone to be prepared and to prevent crisis situations.

## **Our Workshops**

An Advance Directive is the way to document your wishes and appoint an agent who can speak for you if you can no longer speak for yourself. Sharing Advance Directives with health care providers and loved ones helps to ensure your wishes will be carried out. This process is known as **Advance Care Planning**. All workshops are conducted by our Kōkua Mau experts, who live and work in Hawai'i, and are designed to provide more details about Advance Care Planning.

Choose from these member benefits to help best serve your staff and members:

- **1. BASIC LEVEL** One-Hour Presentation Either Lunch & Learn or after work. Choose from the following three subjects:
  - a. Prevent Crisis and Plan Ahead: The Value of Advance Care Planning for yourself and your parents. A one-hour session that prepares your staff members to begin the Advance Care Planning process:
    - i. What is an Advance Directive? Healthcare power of attorney? POLST?
    - ii. These conversations aren't easy. How do I start?
    - iii. Review of free Kōkua Mau resources

- **b.** Starting the Conversation. For people who already understand the basics of Advance Care Planning, this one-hour workshop concentrates on role-playing and case studies to get the conversation going. This is also an opportunity for in-depth Q&A with our experts.
- **c.** *5 Myths of Hospice*. Hospice is widely recognized as a crucial resource in our community, but there are still many myths and misunderstandings about hospice. It is also a very underutilized benefit. Learn about hospice and the care and support it can provide for a loved one.
- **2. ADVOCATE LEVEL The Train the Trainer Package.** A two-hour workshop for staff.
  - **a. A two-hour Advance Care Planning train-the-trainer workshop** for your professional staff that covers the key concepts of:
    - i. Advance Care Planning: opportunities and challenges
    - ii. Key steps for successful Advance Care Planning
    - iii. Starting and carrying on 'the Conversation'
    - iv. Support materials available (most of it free of charge for your clients)
  - b. A two-hour training tailored to your needs
- 3. **LEADERSHIP LEVEL** *The Advance Care Planning Action Package*. This is a half-day handson communication workshop, tailored to empower your staff to address advance care planning with confidence.
  - **a.** Half-day, hands-on communication workshop that walks participants through the action steps of Advance Care Planning decision-making and documentation:
    - i. Review of the decisions that should be made by family members
    - ii. Advance Care Planning documentation: beyond estate planning
    - iii. Checklist of vital papers: Healthcare power of attorney, Advance Directive, and POLST.
    - iv. Ensuring the wishes of loved ones are honored
    - v. How to start and carry on the conversation? Role playing and practice
    - vi. Ready, Set, Go: Completing the Advance Care Planning process
  - **b.** Or a **customized half-day training** tailored to your needs

Your Membership level qualifies your organization for one free training, as outlined above. If you are interested in more of these presentations, your membership entitles you to discounts on subsequent trainings. We are happy to match your organization with the appropriate Kōkua Mau expert best suited for your training needs.

For further information, please contact Jeannette Koijane, Executive Director, at <a href="mailto:ikoijane@kokuamau.org">ikoijane@kokuamau.org</a> or 808-585-9977.