

DECISION AID USER GUIDE

What is a Decision Aid?

A Respecting Choices® Decision Aid (DA) is a tool intended to be used during a shared decision-making conversation to help individuals/patients make treatment decisions that align with their goals, values, and preferences.

Who is the Decision Aid for?

Respecting Choices DAs are for **individuals who have an underlying serious illness** and are facing a treatment decision.

Prepare for the DA conversation

- **Become familiar** with the content in the DA.
- **Create** a comfortable setting, e.g., sit next to the individual.
- **Think about** what you know about the individual's goals, values, and preferences.

Review the DA content with the individual

- **Read** the introductory paragraph at the top of the DA to clarify its purpose.
- **Explain** the layout. The gray column on the left labels the information being provided. Each colored column describes treatment options, benefits, burdens, and values.
- **Begin** with the treatment option that best matches the individual's values. For example, if an individual consistently says, "I don't want to go to the hospital again," start with the least invasive option, or the one that includes the preference of not going back to the hospital.
- **Review** the treatment information from top to bottom, rather than across.
- **Review** the treatment outcomes if included in the DA.

Discuss and summarize

- **Explore** understanding and questions.
- **Provide** additional information and clarification as needed.
- **Refer** to the appropriate team member for additional information.
- **Create** a follow-up plan as appropriate.
- **Provide** the individual with a copy of the DA to review and discuss with others.