Uploading Advance Directive Documents

To ensure your Advance Directive Document is added to your patient record.

Prior to uploading your Advance Directive, ensure that your <u>Advance Directive is a single PDF file</u> and contains all relevant pages and appropriate signatures.

LiveWel

Welcome to your LiveWell account

Your Menu

Accessing your Advance Care Planning information via your phone

- 1. Log into your LiveWell app
- 2. Click on the 'MyChart' at the bottom
- 3. Click on 'Menu'
- 4. Scroll and click on 'Advance Care Planning'

SKIP DOWN TO STEP 5.



🗂 Visits 🖂 Messages 👗 Test Results 💰 Medications

Accessing your Advance Care Planning information via your computer

- 1. Log into www.livewellaah.org
- 2. Click on the 'Your Menu' in top right corner
- 3. Scroll and click on 'Advance Care Planning'



Uploading your Advance Directive Document via phone or computer

5. Click 'Add a document' and attach the PDF

Validating your Advance Directive Document

Your document will be reviewed and accepted or rejected.

- If <u>rejected</u>, you will receive a message via LiveWell with the reasoning.
- If <u>accepted</u>, you will see your document as 'Accepted' and be able to view your Substitute Decision-Makers.



Questions? AAH-AdvanceCarePlanningSharedDecisionMaking@aah.org



Wisconsin Emergency Care DNR and/or Living Wills.

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Visits Test Results Medications

Health Sumi
 Plan of Care

Preventive Car
 Questionnaire

Growth Charts

Upcoming Tests and Proce
Medical and Family History

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