Can I change my Advance Directive once it has been filed with the Living Will Lockbox?

As the registrant, you may revoke, replace, edit, or delete all or part of your documents filed with the Lockbox. To make changes to the documents filed in the Lockbox, you must notify the Lockbox by submitting an Authorization to Change form indicating the changes you want to make. Mail or fax a copy of a newly executed advance directive form along with the Authorization to Change Form (available at www.LivingWillLockbox.com or at any Nevada Secretary of State office location).

How will my health care provider know if I have an Advance Directive in the Living Will Lockbox?

It is important to notify family members and health care professionals that you have an advance directive/living will. Share your wallet card registration number with your loved ones, attorney, and/or health care professionals. Be sure to let them know of any updates in your documents ranging from a simple change of address to a new living will or advance directive. As the registrant you are responsible for ensuring that your registration number is shared only with people whom you want to be able to access your Lockbox file.

How can my health care provider or nearby health care facility become an "authorized provider?"

Authorized providers may access the Lockbox through their own registration or using the patient's registration password if the patient has provided it. Authorized providers have unlimited, secure access to the registry and can immediately determine if a patient has an advance directive or other such document registered with the Living Will Lockbox, and then access that patient's advance directive.

In order to be an authorized provider, organizations or individuals must complete and submit the Provider Access Application Form to the Secretary of State office. Once approved by the Secretary of State's office, the Lockbox will contact the provider with instructions and an account number.

LivingWillLockbox.com



Protecting Your Wishes

LIVING WILL LOCKBOX

Nevada Secretary of State Barbara Cegavske 555 E. Washington Ave. #5200 Las Vegas, NV 89101

> Phone: (775) 684-5708 Fax: 775-684-7177 info@LivingWillLockbox.com



For more information, contact
the program officer • 702-486-2887
www.LivingWillLockbox.com





Protecting Your Wishes

A GUIDE TO FILING ADVANCE DIRECTIVES





A no-cost service provided by Nevada Secretary of State Barbara Cegavske

What is an "Advance Directive?"

An advance directive, also known as a "living will," is a document in which you provide instructions about your health care wishes when you are physically or mentally unable to express them. It's called an "advance" directive because you make the medical decision for yourself before you become seriously ill. Some examples of advance directives include living wills and durable powers of attorney for health care decisions.



What are the benefits of an "Advance Directive?"

An advance directive can provide very specific instructions for end-of-life care. It is an opportunity to tell health care professionals and family members what you

want and do not want as far as lifesustaining treatment, or any other treatment or care.
When health care professionals and others do not have access to a living will or advance directive, they may not know a patient's wishes.



What is the Living Will Lockbox?

The **Living Will Lockbox** is a secure, virtual lockbox where Nevadans can file certain directives, including living wills, powers of attorney, and "do not resuscitate" (DNR) orders. Designated health care professionals and family members can access these directives when medical treatment decisions must be made. The voluntary Living Will Lockbox, established by the 2007 Nevada State Legislature as the Registry of Advance Directives for Health Care, is maintained by the office of Secretary of State Barbara Cegavske.

Filing your living will or associated documents with **www.livingwilllockbox.com** is free.

How do I create my "Advance Directive?"

While many advance directive/living will documents may be completed with the assistance of an attorney, there are other options. The following organizations can provide assistance or guidance:

 Nevada Center for Ethics and Health Policy— Living Will Online Completion

> (775) 327-2309 www.NVLivingWill.com

 Nevada Physician Order for Life Sustaining Treatment (POLST)

> (775) 742-6766 www.nevadapolst.org

Nathan Adelson Hospice

(702) 733-0320 http://www.nah.org/how-to-start-services/ advanced-directives

AARP

(866) 389-5652

http://assets.aarp.org/external_sites/caregiving/end/advance directives.html

How do I register my Advance Directive with the Living Will Lockbox?

Once you have your advance directives, you can obtain a registration agreement online at **www.livingwilllockbox.**com, or from the Secretary of State's offices in Carson City, Las Vegas or Reno. The Registration Agreement gives the Lockbox permission to electronically file and store your documents. Mail or fax a <u>copy</u> of the living will or advance directive and the signed completed

Living Will Lockbox

c/o Nevada Secretary of State Barbara Cegavske 555 E. Washington Ave. #5200 Las Vegas, NV 89101

Fax: (775) 684-7177

registration agreement to:

After the Secretary of State's office receives and electronically stores the documents in the Living Will Lockbox, you will receive a letter confirming that the documents have been securely filed; a wallet-sized card containing a registration number; adhesive labels with Living Will Lockbox contact information; and instructions for accessing the Lockbox, viewing the documents, and making changes.

Is the Living Will Lockbox a secure system?

The Living Will Lockbox is an access-protected, secure electronic filing system and accessible only by authorized healthcare providers and people to whom you give your Lockbox registration password. However, if you do not want to file your advance directive/living will with the Lockbox, you can complete an Advance Directive Locator form. The Advance Directive Locator is stored in lieu of the actual living will/advance directive, and instead provides the physical location of these documents, without providing the actual content. Please note that using the Advance Directive Locator may, in some cases, delay important health care decisions until the actual documents are located.