



Government
of South Australia

Office of the Public Advocate

Decision-making documents and aged care

Easy Read fact sheet

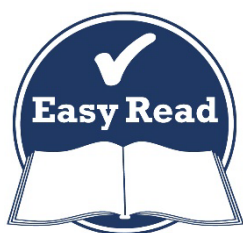


How to use this fact sheet



The Office of the Public Advocate (OPA) wrote this fact sheet.

When you see the word 'we', it means OPA.



We wrote this fact sheet in an easy to read way.

We use pictures to explain some ideas.

Not bold
Bold

We wrote some important words in **bold**.

This means the letters are thicker and darker.



We explain what these words mean.

There is a list of these words on page 13.



This Easy Read fact sheet is a summary of another fact sheet.

This means it only includes the most important ideas.



You can find the other fact sheet on our website.

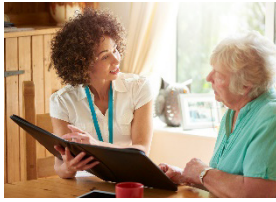
www.opa.sa.gov.au/information-service/fact-sheets



You can ask for help to read this fact sheet.

A friend, family member or support person may be able to help you.

Moving into a new aged care home



When you move into a new aged care home, the staff must know what documents you have about making decisions.

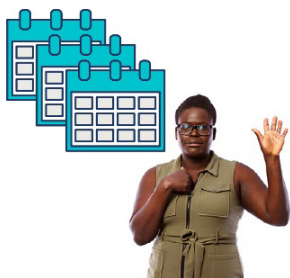


You might have an **Advance Care Directive (ACD)**.



An ACD is a legal document.

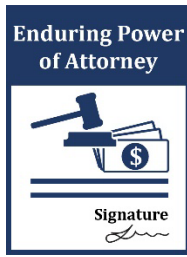
When you make an ACD, you talk about what you want:



- for your future



- if you can't make a decision on your own.



You might have a **Power of Attorney**.



When you give someone Power of Attorney, they have the power to act and make decisions for you.



A Power of Attorney covers decisions about your:

- money
- legal matters.

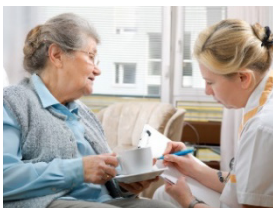


You might have a **Medical Power of Attorney**.

When you give someone Medical Power of Attorney, they have the power to act and make decisions about:



- your health



- medical treatments you need.



You might have an **Enduring Power of Guardianship**.



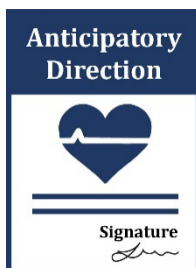
An Enduring Power of Guardianship:

- is a legal document
- tells someone they must have a **guardian**.



A guardian is someone who makes decisions for you about:

- your health
- where you live
- who you live with
- personal matters.



You might have an **Anticipatory Direction**.



An Anticipatory Direction:

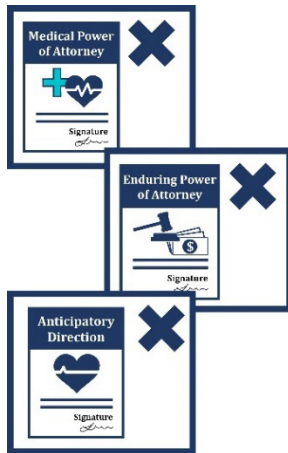
- is a legal document
- talks about what you want to happen when you are near the end of your life.



The law in South Australia has changed.



We only make ACDs now.



We don't make new:

- Medical Powers of Attorney
- Enduring Power of Guardianship
- Anticipatory Direction.



If you made one of these before 1 July 2014, it still works.

What if you don't have decision-making documents?



If you can make decisions on your own, we say you have **decision-making capacity**.



If you have decision-making capacity, you can sign legal documents on your own.



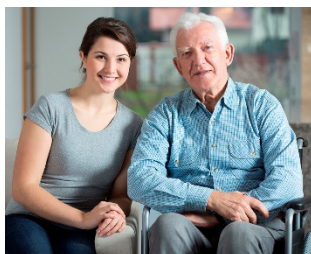
If you have decision-making capacity, you can make a new:

- ACD
- Power of Attorney.



You can still move into a new aged care home if you:

- don't have any decision-making documents
- can't make them.



You might need a **person responsible**.



A person responsible is someone who makes decisions about your health care.



A person responsible can also make decisions about what should happen when you are near the end of your life.



You might need an **Administration order** if you need to sign documents about money and payments.



An administration order:

- is a legal document
- tells someone they must have an **administrator**.



An administrator is someone who makes decisions for another person about:

- their money
- things they own that have a lot of value
- legal matters.



To get an Administration order, you can apply to the South Australian Civil and Administrative Tribunal (SACAT).



SACAT help people find ways to work out:

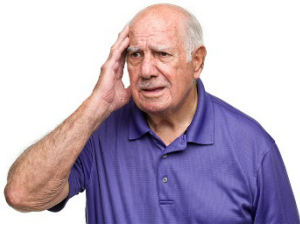
- problems
- disagreements.



SACAT find ways that:

- are fair
- follow the law.

What if problems come up when you make decisions?



We can help you if problems come up when you make decisions.



We have a Dispute Resolution Service (DRS).



A **dispute** is a disagreement.



When you find a **resolution**, you come up with a way to fix a problem.

Our DRS can help you:



- communicate



- understand why you have a dispute



- find a resolution.

Word list

This list explains what the **bold** words in this document mean.



Administration order

An administration order:

- is a legal document
- tells someone they must have an administrator.

Administrator

An administrator is someone who makes decisions for another person about:

- their money
- things they own that have a lot of value
- legal matters.



Advance Care Directive

An ACD is a legal document.

When you make an ACD, you talk about what you want:

- for your future
- if you can't make a decision on your own.



Anticipatory Direction

An Anticipatory Direction:

- is a legal document
- talks about what you want to happen when you are near the end of your life.



Decision-making capacity.

If you can make decisions on your own, we say you have decision-making capacity.



Dispute

A dispute is a disagreement.



Enduring Power of Guardianship

An Enduring Power of Guardianship:

- is a legal document
- tells someone they must have a guardian.



Guardian

A guardian is someone who makes decisions for you about:

- your health
- where you live
- who you live with
- personal matters.



Medical Power of Attorney

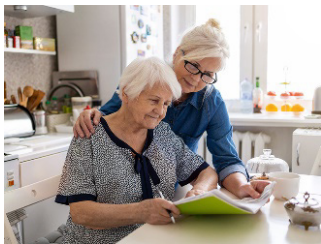
When you give someone Medical Power of Attorney, they have the power to act and make decisions about:

- your health
- medical treatment you need.



Person responsible

A person responsible is someone who makes decisions about your health care.



Power of Attorney

When you give someone Power of Attorney, they have the power to act and make decisions for you.



Resolution

When you find a resolution, you come up with a way to fix a problem.

Contact us



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