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BIOETHICS CONSULTATION GUIDELINES INTAKE WORKSHEET

Referred by: _____

Date: _____

Intake by: _____

Date: _____

A. Patient's Chart Number: _____

B. Age & Sex: _____

Physician / Specialists: _____

C. **Medical Problems List**

Treatment

- | | Medical Problems List | Treatment |
|----|-----------------------|-----------|
| 1. | _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |
| 4. | _____ | _____ |
| 5. | _____ | _____ |

Performance Status _____

D. Prognosis: _____

E. Patient's Attitudes & Competencies: _____

F. Patient's Occupation: _____

G. Patient's Religion: _____

H. Patient's Values & Beliefs: _____

Advanced Directives (code status): _____

Durable Power of Attorney: _____

I. Family's Situation: _____

Dynamics: _____

Decision Maker: _____

Power of Attorney / Guardian: _____

J. Family's Values & Beliefs: _____

The following 7 steps (Pg 2 of this form) are intended to guide the process of arriving at a recommendation as the outcome of a consult. While not comprehensive, these steps identify some essential considerations necessary for making a recommendation on behalf of the Ethics Committee. All of the steps may be delegated to different members of the consultation subcommittee / team. However, each step should be considered explicitly and discussed with all members of the consultation team or Ethics Committee before a final recommendation is made. Each step may need to be considered more than once, and earlier steps may need to be revisited in light of responses to later steps.

ANALYSIS WORKSHEET

Date: _____

STEP 1: Identify the question(s)

Why was the consult called? _____

On what criteria does a recommendation depend? _____

STEP 2: Identify those involved / impacted by the situation

Who is affected by a particular decision to act? _____

Who is MOST affected by a particular decision? _____

STEP 3: Identify the relevant facts

Consider [a] Patient diagnosis & prognosis; [b] Oversight regulations & legal issues; [c] Professional standards & Codes of ethics; [d] Institutional policies & values; and [e] Patient preferences & values.

STEP 4: Identify relevant moral principles

Consider [a] Human dignity; [b] the common good; [c] justice; [d] beneficence; [e] respect for autonomy; [f] informed consent; [g] medical futility, [h] etc.

STEP 5: Consider alternate options

Are there other options than treat or do not treat? _____

STEP 6: Arrive at & justify recommendation

[a] Take turns expressing individual points of view; [b] summarize points of agreement; [c] debate and discuss points of conflict until a decision that everyone can live with is reached; [d] provide those who cannot support the recommendation and/or may be involved in the procedure an opportunity to opt out for reasons of individual conscience; and [e] consider whether the directly intended effect(s) and the chosen means entailed by the recommendation are consistent with relevant moral norms.

STEP 7: Review & follow-up

Determine whether [a] all parties involved are comfortable with the decision, and if not, whether provisions for conscience were found to be acceptable; [b] individuals with relevant experience were consulted; [c] informed consent was obtained prior to implementation; [d] appropriate steps were taken to act in a timely manner; [e] this issue requires an institutional response; [f] learning resulted from this case or issue; and [g] consult was properly documented & reported.

DOCUMENTED BY: _____

DATE: _____