

## Project Overview

The State of Rhode Island and the Rhode Island Quality Institute are working on a program to educate individuals about the importance of creating advance directives about end-of-life decisions. The project includes:

- The ability for a healthcare provider, or an individual, to upload advance directives directly to KnowMyHealthRI.riqi.org
- If an individual is also enrolled in CurrentCare, the advance directive will automatically be sent (electronically) into the individual's CurrentCare record
- After the pilot testing period ends in June 2019, there are plans to move forward with enhancements to Know My Health and to grant access to other (**authorized**) providers and hospitals, to be able to upload and access advance directives with the purpose of honoring a person's wishes for end-of-life care.

## Frequently Asked Questions *for Providers*

### Why should I participate?

Participating in this program will promote collaboration among healthcare teams and help individuals take action to improve their health, make informed decisions, and engage effectively and efficiently with their care teams and others (family, friends, caregivers) who may help care for them at the end of life by helping to:

- Make it more likely that an individual's end-of-life wishes will be known and carried out, by giving care teams access to advance directive documentation
- Provide you and your staff with educational materials such as documents, flyers, videos to help you educate your patients about making informed decisions about end-of-life choices
- Give you information about how to speak to your patients about end-of-life care

### What is an advance directive?

"Advance directive" is a general term for legal documents that allow an individual to plan and make their own end-of-life wishes known in the event they are not able to communicate. Advance directives include:

- Living Will
- Healthcare Power of Attorney

For more information on each of these documents for the State of Rhode Island, visit the Rhode Island Department of Health's website for [End of Life Decisions/Advanced Directives](http://health.ri.gov/lifestages/death/about/endoflifedecisions/) at this website address:  
<http://health.ri.gov/lifestages/death/about/endoflifedecisions/>

## Which types of documents can I upload to Know My Health myself?

You can upload any or all of the following:

- Living Will
- Healthcare Power of Attorney
- Other documents, such as Five Wishes

## Are advance directives considered to be PHI?

An individual's advance directives are not considered to be Protected Health Information (PHI); Living wills and Durable Powers of Attorney for Healthcare are considered legal documents and not PHI.

**Important Note:** Because other important medical orders, such as MOLST or DNR documentation, which are considered to be PHI, may eventually be uploaded to KnowMyHealthRI.riqi.org, the Rhode Island Quality Institute is treating all data in this platform as if it is PHI. This includes obtaining Business Associate Agreements (BAAs) from all participating medical organizations whose staff may be authorized to access KnowMyHealthRI.riqi.org which will allow for sharing advance directive data with other providers.

## How secure is Know My Health?

KnowMyHealthRI.riqi.org is hosted and maintained on the same infrastructure of CurrentCare and RIQI's other products. RIQI has a HIPAA-compliant privacy and information security program in place, that includes policies and procedures, a provisioning review process, and other system safeguards to protect the data maintained on KnowMyHealthRI.riqi.org. For more information about the Privacy, Sharing, and the Terms of Use for Know My Health, please see the links at: KnowMyHealthRI.riqi.org.

## I already use the CurrentCare Viewer in my organization; can I (or my patient) upload their advance directive directly into CurrentCare?

Not at this time, however, for individuals already enrolled in CurrentCare, once their advance directive is uploaded into KnowMyHealthRI.riqi.org, the same document will also be available to any providers who use the CurrentCare Viewer under the **Directives** tab.

## If I already have my patients' ADs in my own EHR, can I just 'print/scan to PDF' and then upload them to KMH? Don't I need permission from the patient to do this?

The Rhode Island Quality Institute does not require additional consent from individuals for providers to upload their patient's advance directive to KnowMyHealthRI.riqi.org. Also, even though advance directives are not considered PHI, we are treating all data in the system as if it is PHI and require BAAs in addition to the participation agreements. As you would normally share an advance directive from your EHR with another provider for coordination of care, KMH allows the same function, electronically, to authorized medical staff who have signed participation agreements and BAAs in place to access advance directives and other data in KnowMyHealthRI.riqi.org for patients for permitted treatment or care coordination purposes. As this is a new process for all participating in the pilot, if you have concerns, it is recommended that you speak to your organization's compliance and/or legal counsel for guidance on this process and to see if your organization will require any additional consent form, authorization, etc. to upload documents from your EHR.



### **What happens to the data in KMH when the pilot ends – who would have access to it?**

RIQI has plans for the project to continue, pending approval on funding and several approvals that were presented to the State of Rhode Island. Because we follow HIPAA-compliant privacy and security practices, even if KnowMyHealthRI.riqi.org were to no longer be active, RIQI would apply the same privacy and protection standards as we do live data; we are treating this platform as if all data is PHI and protect it according to the terms of our BAA; we will protect the data it contains as if it is PHI, according to RIQI's governance and administrative policies which would include deactivating all users access to the platform and the data it contains and terminating all licensees. We would maintain the data, without the ability to edit or update it, and will continue to protect the data for a minimum of 6 years, and will securely destroy the data when it was no longer being retained. Any data that was shared with CurrentCare via KnowMyHealthRI.riqi.org would remain in a consumer's CurrentCare record. If KMH is no longer active, the advance directives including in the platform would no longer be able to be updated or modified in any way after the program ends.

### **For individuals who may want to upload their own ADs, but share an email (e.g. husband/wife) can they participate?**

Yes, however, the email can only be associated with one person, so the provider could scan and upload the documents.

### **Will uploaded advance directives be available (electronically) in hospital emergency rooms?**

During the pilot, only a select number of organizations will have access to Know My Health, however, for CurrentCare-enrolled individuals, advance directives uploaded to Know My Health will automatically be included in their CurrentCare record. For CurrentCare-enrolled individuals, hospital Emergency Departments may be able to access the individual's advance directives via the CurrentCare Viewer, or in some cases, directly through the Emergency Department's EMR, depending on their platform and configuration.