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| Voluntary assisted dying  process checklist |
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# Purpose

This checklist is for people going through the assessment and prescription process for voluntary assisted dying. The checklist should be used alongside the detailed information in ‘What process do my doctor and I need to follow?’ The checklist is designed to help you keep track of your progress. You do not need to complete the checklist or show it to your doctor.

# Steps

## Step 1: First request

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| Make a time to see your doctor (either a GP or specialist doctor) |  |
| Ask the doctor to arrange a qualified interpreter or speech pathologist to attend, if needed |  |
| Ask your carer, family member, friend or support person to come with you, if you want to |  |
| Be ready to talk about voluntary assisted dying, your disease and prognosis, as well as other treatment and palliative care options available to you |  |
| Make the first request to your doctor in person, verbally, or using any other means of communication available to you |  |
| Check if the doctor has agreed to your request (they must agree or refuse within seven days) |  |

## Step 2: First assessment

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| Ask your carer, family member, friend or support person to come with you to the assessment, if you want to |  |
| Ask the doctor to arrange a qualified interpreter or speech pathologist to attend, if needed |  |
| Be ready to talk about voluntary assisted dying, your disease and prognosis, as well as other treatment and palliative care options available to you |  |
| Take proof of your Australian citizenship or permanent residency |  |
| Take proof that you have been a resident of Victoria for at least the last 12 months |  |
| Complete the first assessment with the coordinating doctor |  |
| Complete ‘specialist opinion’ appointments you have been referred for by your coordinating doctor (if any) |  |
| Discuss the results of the first assessment with your coordinating doctor |  |

## Step 3: Consulting assessment

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| Ask your carer, family member, friend or support person to come with you to the assessment, if you want to |  |
| Ask the doctor to arrange a qualified interpreter or speech pathologist to come to the appointment, if needed |  |
| Be ready to talk about voluntary assisted dying, your disease and prognosis, as well as other treatment and palliative care options available to you |  |
| Take proof of your Australian citizenship or permanent residency |  |
| Take proof that you have been a resident of Victoria for at least the last 12 months |  |
| Complete the consulting assessment with the consulting doctor |  |
| Complete ‘specialist opinion’ appointments you have been referred for by the consulting doctor (if any) |  |
| Discuss the results of the consulting assessment with the consulting doctor and your coordinating doctor |  |

## Step 4: Consider who you may want to choose as a contact person

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| Choose a contact person who agrees to take responsibility for returning any unused voluntary assisted dying medication |  |

Steps 5 to 7 below can be completed **within the same doctor’s appointment**, if you make the appointment at least nine days after your first request, and at least one day after the consulting assessment.

If you do steps 5 to 7 together, you will either need to bring your contact person to the appointment or both sign the Contact Person Appointment Form beforehand (in front of a witness) and bring the form to the appointment.

## Step 5: Written declaration

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| Make a time to see your coordinating doctor |  |
| Ask the doctor to arrange a qualified interpreter or speech pathologist to attend, if needed |  |
| Ask your carer, family member, friend or support person to come with you to the doctor, if you want to |  |
| Sign the Written Declaration Form in front of the coordinating doctor and two eligible witnesses who are 18 years old or over (if you are unable to write, ask another person to sign the Written Declaration Form in your presence, and in front of the coordinating medical practitioner and two witnesses who are 18 years of age or older) |  |

## Step 6: Final request

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| Make a time to see your coordinating doctor. The appointment must be at least nine days after your first request (unless there are exceptional circumstances) and at least one day after the consulting assessment |  |
| Ask the doctor to arrange a qualified interpreter or speech pathologist to attend, if needed |  |
| Ask your carer, family member, friend or support person to come with you to the doctor, if you want to |  |
| Make the final request to your doctor in person, verbally, or using any other means of communication available to you |  |

## Step 7: Complete the Contact Person Appointment Form

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| With your contact person, complete the Contact Person Appointment Form in front of a witness who is 18 years of age or older |  |
| Give the completed Contact Person Appointment Form to your coordinating doctor |  |

## Step 8: Doctor applies for a permit to prescribe voluntary assisted dying medication

No action required by you.

## Step 9: Receive access to the medication

Step 9(a): If you are self-administering

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| Decide if you want to fill the prescription |  |
| If you decide to fill the prescription, collect the medication from the Voluntary Assisted Dying Statewide Pharmacy Service (or, if you are too unwell or in a rural area, arrange to have the medication delivered to you) |  |
| Store the medication as directed by the Voluntary Assisted Dying Statewide Pharmacy Service |  |

Step 9(b) If your coordinating doctor is administering the medication to you (practitioner administration)

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| Your coordinating doctor will collect and store the medication for you |  |

If you have any questions about completing this checklist, please speak to your coordinating doctor.