

# Supporting consumers with the My Rights, My Decisions Form Kit

Under section 25 of the *Mental Health Act 2015* (ACT), treating teams have a legal duty to actively support consumers in using these tools. Specifically they must as soon as practicable:

- **Inform** the person that they may enter into an **Advance Agreement** and make an **Advance Consent Direction**.
- **Provide** the opportunity to so
- **Inform** the person that they may have someone with them to **assist** in completing these documents (e.g., a Nominated Person or support person)

These responsibilities are **essential actions** that ensure consumers are aware of and supported in exercising their rights. GPs and other health professionals play a key role in initiating these conversations and facilitating access to the *My Rights, My Decisions* Form Kit.

## Supporting consumer with the Form Kit:

- **Encourage** consumers to plan for future decisions using the Form Kit. They may choose to complete one, two or all three forms.
- Advise booking a **long appointment** when coming to finalise their Form Kit.
- When consumers present with a drafted Form Kit, **review** the draft and discuss any concerns.
- **Important: Assume** decision-making capacity. If you are concerned that a consumer does not have decision-making capacity when signing the form kit, consider suggesting they make a follow-up appointment with a trusted support person.
- Encourage **regular reviews** to ensure the information stays up to date.
- Consumers have the right to withdraw their forms at any time when they have decision-making capacity, either verbally or in writing.

## Submitting the Form Kit:

Once a consumer's Form Kit is finalised:

- **Confirm** all required signatures (See signature checklist on page 16 of the Form Kit).
- **Keep** a copy in the person's clinical record.
- **Share** copies of the forms with relevant people (e.g. the consumer's psychiatrist).
- With consent, **send** a copy to Canberra Health Services at: [TribunalLiaison@act.gov.au](mailto:TribunalLiaison@act.gov.au) for uploading to their system.
- Follow the forms when providing mental health treatment, care and support in and include them with any hospital referrals.

Visit [actmhc.org.au/my-rights-my-decisions](http://actmhc.org.au/my-rights-my-decisions) or use the QR code to download a copy.

