1. Insert the date and your full name in the blanks provided at the top of the form.

2. Place your initials next to the condition(s) you want to exist before the terms of your living will are carried out.

3. In the area for designation of a surrogate you can name someone to carry out the terms of your living will. You may also designate someone to make your treatment decisions if a situation not contemplated by your living will should arise. If you do this you should indicate in the “Additional Instructions” section how much authority this person may have beyond carrying out the terms of this document. You are not restricted as to whom you may name, but two things are very important. First, the person whom you name should be readily available to make your decisions and should be aware of what your wishes are. Secondly, do not list more than one person unless you clearly indicate who has priority in the decision-making process. You do not want to have a disagreement between two decision makers. If you do not name a surrogate to carry out the terms of the living will, your health care provider may do so.

4. Under “Additional Instructions,” between the body of the living will and your signature lines, you may indicate any specific wishes. If you add language in this area, have someone else read it and tell you what he/she thinks it means. It is very important that any language you add here be clear and concise and that it accurately reflects your wishes. Before filling in this section you may wish to discuss the terms with your personal attorney. If this living will revokes a previous living will, add in the additional instructions area: “This document revokes my living will signed on ________ and supersedes any previous declarations made by me.” If you do not use this space, place an “X” through the space so that someone cannot later add information.

5. Sign the living will in the presence of two witnesses, one who is not a spouse or blood relative. Each witness should affix his signature. By affixing his signature, the witness is stating that you understood the contents of the living will, were functionally competent to sign same and that the signature is, in fact, yours. If you are physically unable to sign the living will, you may make your intentions to sign known orally to the witnesses. One of the witnesses may then subscribe your signature thus:

   John Doe (Declarant)

   ----------------------------------
   by Jane Smith (Witness)

6. Keep the original will in a safe place and give copies to a close relative, friend, attorney, spiritual advisor, and most importantly, to your physician and to your health care facility.

THESE INSTRUCTIONS ARE FOR GENERAL INFORMATION ONLY.