

| S/N | Video                                                           | Short description of video                                                                                                                                                    | Video link                                                                                              | Playlist link                                                                                                                                                                                 |
|-----|-----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1   | Create an account (Public Healthcare Institutes – Azure)        | This video demonstrates how new users of the Advance Care Planning (ACP) IT System from Public Healthcare Institutes can create an account using Azure authentication.        | <a href="https://www.youtube.com/watch?v=1iHpdz17kCA">https://www.youtube.com/watch?v=1iHpdz17kCA</a>   | <a href="https://www.youtube.com/watch?v=1iHpdz17kCA&amp;list=PLztO6uTT0TNX-GD9OsO1RpyrRMDQiR-ec">https://www.youtube.com/watch?v=1iHpdz17kCA&amp;list=PLztO6uTT0TNX-GD9OsO1RpyrRMDQiR-ec</a> |
| 2   | Create an account (Non-Public Healthcare Institutes – Corppass) | This video demonstrates how new users of the Advance Care Planning (ACP) IT System from Non-Public Healthcare Institutes can create an account using Corppass authentication. | <a href="https://www.youtube.com/watch?v=nPB6tU-b9ow">https://www.youtube.com/watch?v=nPB6tU-b9ow</a>   |                                                                                                                                                                                               |
| 3   | Login (Public Healthcare Institutes – Azure)                    | This video demonstrates how users of the Advance Care Planning (ACP) IT System from Public Healthcare Institutes can login using Azure authentication.                        | <a href="https://www.youtube.com/watch?v=WK9ZYM4Qj9g">https://www.youtube.com/watch?v=WK9ZYM4Qj9g</a>   |                                                                                                                                                                                               |
| 4   | Login (Non-Public Healthcare Institutes – Corppass)             | This video demonstrates how users of the Advance Care Planning (ACP) IT System from Non-Public Healthcare Institutes can login using Corppass authentication.                 | <a href="https://www.youtube.com/watch?v=utqsmIZNI-m0">https://www.youtube.com/watch?v=utqsmIZNI-m0</a> |                                                                                                                                                                                               |

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| 5  | Approve/Reject Requests (For EOs only) | This video demonstrates how Endorsing Officers of the Advance Care Planning (ACP) IT System can approve or reject user access requests.             | <a href="https://www.youtube.com/watch?v=M4zUphKwytw">https://www.youtube.com/watch?v=M4zUphKwytw</a> |  |
| 6  | Maintain User List (For EOs only)      | This video demonstrates how Endorsing Officers of the Advance Care Planning (ACP) IT System can maintain the user list.                             | <a href="https://www.youtube.com/watch?v=vjMJVjDXDck">https://www.youtube.com/watch?v=vjMJVjDXDck</a> |  |
| 7  | 6-Monthly UAM (For EOs only)           | This video demonstrates how Endorsing Officers of the Advance Care Planning (ACP) IT System can maintain the user list.                             | <a href="https://www.youtube.com/watch?v=ae5jE47sBbE">https://www.youtube.com/watch?v=ae5jE47sBbE</a> |  |
| 8  | Create Patient                         | This video demonstrates how Coordinators, Facilitators and Transcribers of the Advance Care Planning (ACP) IT System can create a patient.          | <a href="https://www.youtube.com/watch?v=QXEPII4jGtY">https://www.youtube.com/watch?v=QXEPII4jGtY</a> |  |
| 9  | Create General ACP Form                | This video demonstrates how Coordinators, Facilitators and Transcribers of the Advance Care Planning (ACP) IT System can create a General ACP form. | <a href="https://www.youtube.com/watch?v=uJ3KXDilpMQ">https://www.youtube.com/watch?v=uJ3KXDilpMQ</a> |  |
| 10 | Create PPC ACP Form                    | This video demonstrates how Coordinators, Facilitators and Transcribers of the Advance Care Planning (ACP) IT                                       | <a href="https://www.youtube.com/watch?v=JaX9tXv_m_s">https://www.youtube.com/watch?v=JaX9tXv_m_s</a> |  |

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|    |                                | System can create a Preferred Plan of Care (PPC) ACP form.                                                                                                                                                             |                                                                                                       |  |
| 11 | Admin Edits - Patient Bio-data | This video demonstrates how Coordinators, Facilitators, Transcribers and Institutional Administrators of the Advance Care Planning (ACP) IT System can edit a patient's bio-data when there are administrative errors. | <a href="https://www.youtube.com/watch?v=_D7MrmUUE3Y">https://www.youtube.com/watch?v=_D7MrmUUE3Y</a> |  |
| 12 | Admin Edits - ACP form         | This video demonstrates how Coordinators, Facilitators and Transcribers of the Advance Care Planning (ACP) IT System can make edits to an ACP form created by their organisation when there are administrative errors. | <a href="https://www.youtube.com/watch?v=zLXPK9dkdc0">https://www.youtube.com/watch?v=zLXPK9dkdc0</a> |  |
| 13 | Review                         | This video demonstrates how Coordinators, Facilitators and Transcribers of the Advance Care Planning (ACP) IT System can review ACP forms when there are changes in preferences.                                       | <a href="https://www.youtube.com/watch?v=bWLGQDAnE-E">https://www.youtube.com/watch?v=bWLGQDAnE-E</a> |  |
| 14 | Reports                        | This video describes the different reports available in Advance Care Planning (ACP) IT System. A separate                                                                                                              | <a href="https://www.youtube.com/watch?v=7vY5AmrQovk">https://www.youtube.com/watch?v=7vY5AmrQovk</a> |  |

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|    |                                                                      | video on the ACP Types Report is available.                                                                                                                                                                                                                         |                                                                                                       |  |
| 15 | Withdrawals (For Coordinators and Institutional Administrators only) | This video demonstrates how Coordinators and Institutional Administrators of the Advance Care Planning (ACP) IT System can withdraw ACP forms.                                                                                                                      | <a href="https://www.youtube.com/watch?v=G7mmpMHsmXI">https://www.youtube.com/watch?v=G7mmpMHsmXI</a> |  |
| 16 | Training Administrator Functions                                     | This video demonstrates the Training Administrator's functions within the Advance Care Planning (ACP) IT System, such as creating training records and adding facilitator details.                                                                                  | <a href="https://www.youtube.com/watch?v=KhD0tT_1ij4">https://www.youtube.com/watch?v=KhD0tT_1ij4</a> |  |
| 17 | ACP Types Report                                                     | This video demonstrates how to extract the ACP Types Report. The ACP Type Report allows users to generate a list of all ACP forms that are in draft, published or history status, within a specified date range based on when the forms were created in the system. | <a href="https://www.youtube.com/watch?v=9JqyJXzDTs0">https://www.youtube.com/watch?v=9JqyJXzDTs0</a> |  |