

IDAHO EMS BUREAU

Physician Orders for Scope of Treatment (POST) form Instructions

General Information:

- The POST form is available for on-line completion on the Idaho Secretary of State Health Care Registry Website: <https://apps.sos.idaho.gov/HDCRSearch/getpostform.aspx>
- The form is password protected. Passwords are available to Idaho licensed physicians and Idaho licensed health care facilities. *To obtain a password, send an email* with the physician or facility name and license number to idahopost@dhw.idaho.gov
- The form is interactive and will not permit multiple entries where only one entry is allowed. The form should be completed on-line and then printed. Printing blank copies and hand entering information is discouraged.
- Your computer must be attached to a printer in order to print a completed POST form.
- Once you close the POST form, Information entered on the form will NOT be saved.
- “Ctrl Z” on your keyboard will undo the last action (helpful for clearing a check from a box in the form)

After the form is printed and signed:

- Provide the original, signed POST form to the patient.

- Make copies as appropriate for the patient’s records and healthcare environment(s).

- Instruct the patient to display the POST form in a conspicuous location at home, carry a copy with them and/or wear POST/DNR jewelry (see below).

- Patients may register a copy of their completed post form with the Secretary of State's office. For inclusion in the health care directory, the post form must be accompanied by a registration request that may be downloaded from the Idaho Secretary of State Health Care Directive Registry website. Details about the registry and the registration request are available at:
<https://sos.idaho.gov/health-care-directive-registry-index/>

- POST/DNR jewelry is not required but is available through the Idaho Health Continuum of Care Alliance (IHCCA) after the health care provider completes and signs the POST form. Idaho Health Continuum of Care Alliance (IHCCA) site: https://ihcca.clubexpress.com/content.aspx?page_id=0&club_id=606119 Phone: (208) 866-6360