



seirbhís tacaíochta
cinnteoireachta
decision support service

Advance Planning with the DSS – Start your Enduring Power of Attorney (EPA) Journey

in association with the HSE



Why you need to plan ahead – and how to get started

Public Information Evening

This is an information evening with the Director of the DSS, Áine Flynn. Áine will introduce the key reforms under the Assisted Decision-Making (Capacity) Act 2015, the guiding principles, the new support framework, and the tools for advance planning.

When: Tuesday, 30 September, 2025

Where: Talbot Hotel, Stillorgan [The Talbot Hotel](#)

Time: 6–7pm

Partners: HSE Human Rights and Equality Team Dublin South & Wicklow Community Healthcare

Booking

Ring Freephone (01) 211 9750 and ask for the EPA Helpdesk or email EPAhelpdesk@decisionsupportservice.ie

One-to-one EPA Helpdesk

We invite members of the public to meet us on a one-to-one basis to:

1. set up their own DSS account and
2. start their own Enduring Power of Attorney application

This is a practical walk-through session, where each person can book their own appointment and bring their own documentation. For more information, including important considerations when starting your application and what to bring on the day, read below.

When: Wednesday, 1 October, 2025

Where: Talbot Hotel, Stillorgan [The Talbot Hotel](#)

Time: 9.30–10.30am (for legal professionals) and 10.30–5.30pm for the public

Partners: HSE Human Rights and Equality Team Dublin South & Wicklow Community Healthcare

Appointments last 40 minutes.

Spaces are limited so book early to avoid disappointment.

Decision Support Service -
Advance planning event in Dublin



Book your appointment

What you need to bring

The DSS team will be on hand to show you how to register with us online, and start your own EPA application.

We will support anyone who wishes to create a MyDSS account and start their application on the day.

Just bring your MyGovID login details **or**, if you do not have a verified MyGovID account, we can verify your identity manually on the day.

Please bring the following required support documents:

- One photo ID (current and in date)
- Two proofs of address (dated within the last six months)

We will assist you to create a verified MyDSS account and provide you with a complete introduction to the portal.

Further information on the support documents to bring in order to verify your identity manually can be found at the link at our [Identity Verification form](#) on our website.

In preparation for starting your EPA application, you will need to consider some important questions and have some information with you on the day.

Please click on the link [Checklist](#) to help you become 'EPA Ready'.

EPA step-by-step videos

You can also follow our 10 step-by-step video series to create your EPA on the MyDSS portal through the following links:

[The Complete Guide to an EPA: Video 1-10](#)

- [Video 1: Starting an EPA on the MyDSS Portal](#)
- [Video 2: Generating your documents](#)
- [Video 3: Completing your documents – Legal Practitioner Statement](#)
- [Video 4: Completing your documents – Signing and Witnessing your EPA](#)
- [Video 5: Your statement of capacity](#)
- [Video 6: Giving notice](#)
- [Video 7: Uploading your documents to the MyDSS Portal](#)
- [Video 8: Witness details, notice parties and payment](#)
- [Video 9: Attorney approval, DSS review and objection period](#)
- [Video 10: Activating your EPA](#)

DSS news updates – sign up to our newsletter.

To learn more about the DSS, visit www.decisionsupportservice.ie

We are organising similar events across the country, so please keep in touch!

Decision Support Service

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