

Caregiver Planning Guide



presented by



Jewish Family Service
Caring for all Utahns since 1872

Rosemary Quatralo
Older Adult Care Manager
Jewish Family Service



Kara B. Dassell, PhD
Professor (Clinical), College of Nursing
Assistant Dean, Gerontology
Interdisciplinary Program

What If Plan

Some events are **expected**, like a vacation or scheduled medical procedure. Some events are **unexpected** like a medical or family emergency. Some events will be **short term**, like a night out or day away, and some will be **longer term**, like a two-week vacation or medical recovery. These forms list some things to consider when the caregiver needs to find alternative care for their loved one with dementia. Having a plan in advance will make decision making easier when the time comes.

Think About:

- Where will your person go?
- Who can watch them?
- What will your person need?
- What will your caregiver need to know? Think about food preferences, toileting, calming techniques, activities, schedule, routine
- What will you need when you return home?
- What are **your** medical issues that EMS should know?
- Who can help you?



Short term

Local people who can help on short notice

Long term

People local and not local who can help with notice

Emergency Contacts

Person with Dementia Doctors:

Names, addresses, phone numbers

Person with Dementia Medications:

Names, Schedule, and Dosages

Person with Dementia Physical Limitations: Things They Can't Do

Things Person with Dementia Needs Some Assistance Doing

Person with Dementia's Schedule

Person with Dementia's Morning Routine

Person with Dementia's Evening Routine

Person with Dementia's Food Preferences

Things that Upset Person with Dementia

Things that are Calming for Person with Dementia

Music Preferences

Things the Person with Dementia Likes To Do

Authorization and Documentation Check-List

It's important to ensure that you, as the caregiver, have financial and medical power of attorney to make decisions for the individual with dementia. Below are some areas where you should ensure you have the proper documentation and the authorization to talk to the appropriate people, get information, and make decisions about the individual's finances and medical care.

Medical:

- Medical Power of Attorney documentation
- Medical Advance Directive documentation
- POLST form (Physician Order for Life-Sustaining Treatment)
- MyChart authorization
- Medicare or other insurance agency authorization
- Long-term care insurance authorization
- Online account usernames and passwords

Legal:

- Financial Power of Attorney documentation
- Bank account authorization
- Social Security authorization
- Retirement fund authorization
- Wills or trusts documentation and authorization

Long-Term Care Planning Guide

As dementia progresses, the individual requires 24-hour care, typically additional in-home or long-term care services. There is often a fall or hospitalization, and care transition decisions must be made quickly. Be prepared! Consider visiting one facility or organization a month. Gather information and visit various care organizations to make a confident decision about your person's care when the time comes. Below are some example questions you should ask as you visit these centers (e.g., adult day center, home-health services, assisted living, nursing home).

1. What are your staffing ratios?

2. What is your staff turnover rate?

3. Do residents have private rooms and bathrooms?

4. (For nursing homes) What are the results of your most recent Medicare.gov facility survey results? (You can also check yourself at Medicare.gov)

5. What are your current visitor policies or restrictions?

6. What standard and higher-level care services do you offer?

7. How do you prevent bed sores?

8. What are the monthly costs?

9. Does insurance cover any of these costs?

10. What happens if we run out of money?

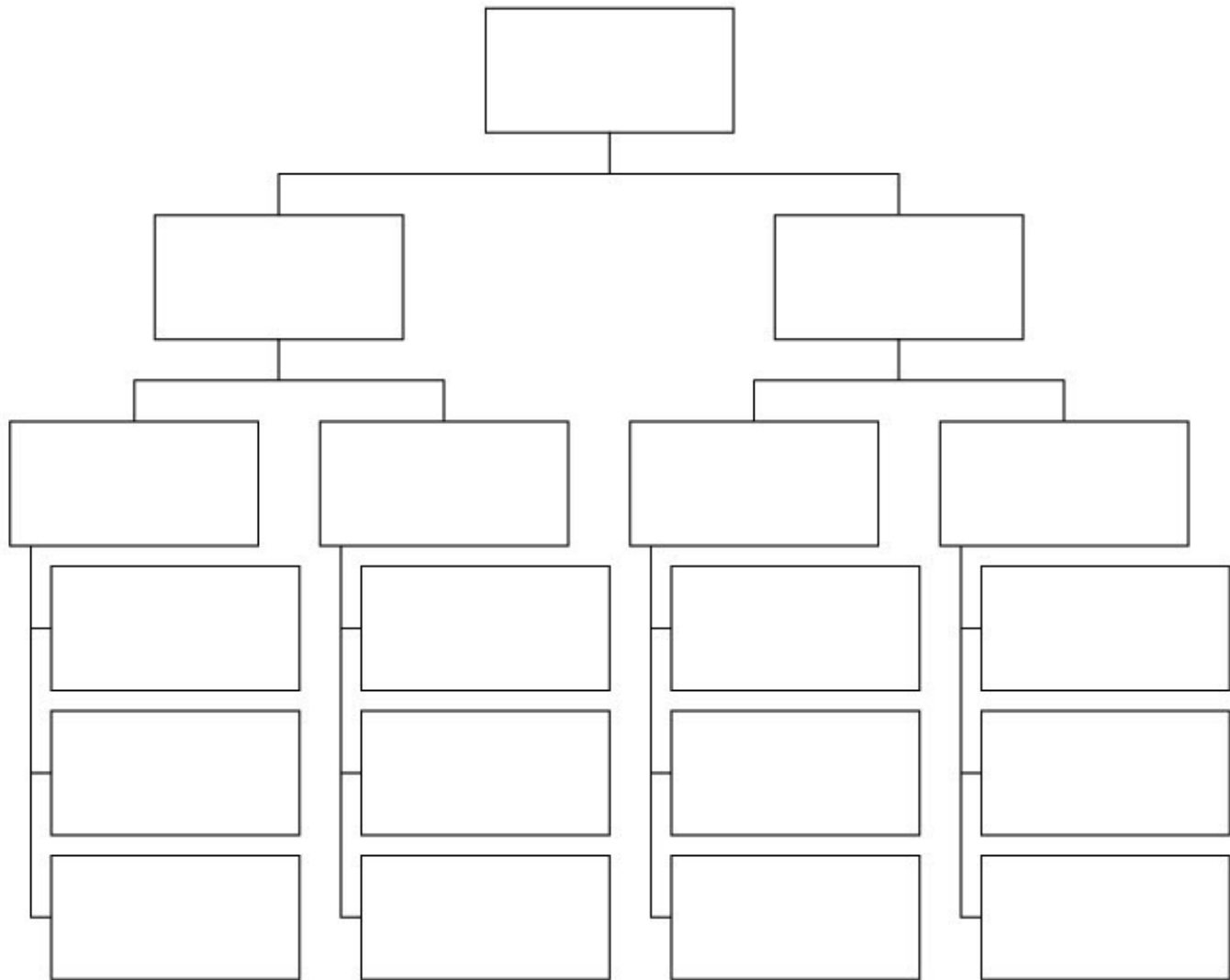
11. Other:

Emergency Phone Tree

Use this every time you want to communicate important medical information or other updates regarding the person with dementia that you are caring for.

When you have information to be passed on, you call the name at the top of the list and pass on a short message. If it needs to be very accurate, ask the person to get paper and pencil to write specifics if they will be calling another person. That person, in turn, calls the next family member or friend listed directly below them and passes on the message. And so on. If you are unable to reach someone, try another number or call or text later. In the meantime, call the name below them on the list. Finally, the people at the bottom of the phone tree should call the first person at the top of the tree and let them know the chain of communication worked.

****Tell facts:** What happened, who is ok and who is hurt, action taken to respond, how to help and how to get help. Remember not to speculate during your calls. Just pass on essential information.





Jewish Family
Service

Caring for all
Utahns since 1872

Jewish Family Service strengthens individuals and families of all backgrounds through counseling, advocacy, care management, and education.

jfsutah.org | 801-746-4334

495 East 4500 South, Suite 100

Salt Lake City, UT 84107



College of Nursing/Gerontology Interdisciplinary Program

<https://nursing.utah.edu/programs/gerontology>

 Lynden Legacy Foundation

<https://lydenlegacy.com>