

FROM THE SITTING ROOM SERIES
GETTING MORE HELP

7

Arranging Care at Home

*A Workbook for
Arranging Care
in the Home*

Stephen Deason

LARGE PRINT



Worksheets

from

Arranging Care at Home

A Workbook for Arranging Care in the Home

Book 7 of The Sitting Room Series



Alder
Creek
EDITIONS

About these worksheets

These are the 16 worksheets from Arranging Care at Home. Print as many copies as you need. Each one names the chapter that explains it.

The whole book is free to download and print at aldercreekeditions.com.

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General information, not medical, legal, or financial advice. In an emergency, call 911. In a crisis, call or text 988.

The Care Plan

Fill this in with the person, if you can. For each task, write how much help is needed and when. This page is what you show a provider when you call, and it is how you will know later whether the help is enough.

Task	Help needed: none, some, or all	When, and how often	Who does it now
Bathing			
Dressing			
Using the bathroom			
Getting in and out of bed or a chair			
Walking, and getting around the house			
Eating			
Medicine reminders			

The Care Plan

Task	Help needed: none, some, or all	When, and how often	Who does it now
Cooking and meals			
Housework and laundry			
Shopping and errands			
Rides to appointments			
Bills and mail			
Company during the day			
Someone there at night			

From Chapter 3: The Care Plan

What the person wants to
keep doing for themselves

What worries the family most, and why

**What the doctor has said about safety: falls, memory,
medicines, eating**

The hours each day the person is alone now

The cost worksheet

	Hours a week	Rate	A week	A month (a week x 4.33)
Paid help				
Paid help, nights or weekends				
Adult day program				
Home-delivered meals				
Other				
Total				

What will pay

What will pay	How much a month	Who confirmed it, and the date
Medicare (home health only)		
Medicaid program		
VA		
Long-term care insurance		
The person's own money		
Family		
Still to cover, and the plan for it		

From Chapter 5: A Licensed Provider, or Someone You Hire Yourself

Comparing your own options

	Through a licensed provider	Hired yourself
Hourly cost we were quoted		
Who covers when the helper is out		
Who supervises		
Taxes and insurance we would carry		
Who checks the statements		

From Chapter 6: Checking a Provider

Checking a Provider

Question	Their answer
Name of the provider	
Phone, the person I spoke with, and the date	
State license number, and who confirmed it	
Is the helper your employee?	
Who supervises the helper, and how often does a supervisor visit?	
What happens when a helper calls out: who comes, and how soon?	
What training do your helpers have?	
How do you check a helper's background?	
What is the hourly rate, the minimum hours, and what costs extra?	
How much notice do we give to change or stop?	
Who do we call with a problem, day or night?	

From Chapter 6: Checking a Provider

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The Family Schedule

Write who covers each part of each day: a family member, a friend, a paid helper, or the adult day program. A blank box is a gap to fill.

Week of

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Morning							
Midday							
Afternoon							
Evening							
Night							

From Chapter 7: The Family Schedule

The Family Schedule

Week of

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Morning							
Midday							
Afternoon							
Evening							
Night							

When someone cannot come

Write who to call, in order, when the person on the schedule cannot come.

Name	Phone	Can cover

Who does what in the family

Job	Who	Notes
Talks with the provider		
Pays the bills and checks the statements		
Goes to doctor visits		
Orders medicines and supplies		
Visits, calls, or checks in		

The First Weeks

Keep a short note after each visit for the first month: what was done, what went well, and what should change.

Date	What was done	What went well	What should change

From Chapter 12: How I Like Things Done

My mornings:
when I get up, and what I like first

Meals I like, and foods I do not eat

How I like my bath, my clothes, and my hair

Rooms and drawers that are private

From Chapter 12: How I Like Things Done

Things I want to keep doing myself

What helps on a hard day

Anything else my helper should know
