

# Creating a Care Plan

We suggest you make a plan both for yourself as a caregiver and your loved one. Remember, *any plan is better than no plan*. We all need contingencies in case something happens to us as caregivers.



- **Care Team Members:** Names, roles, and contact details of caregivers, family members, doctors, home care aides, specialists, and CLBC facilitator. If for yourself, who is your backup? You can arrange this when you set up a [Representation Agreement](#).



- **Medical Information:** Details of the care recipient's condition, medical history, allergies, and MedicAlert information (if applicable), and a current list of medications, including dosages and scheduling. Ensure medications have refills available and discuss phone renewal options with the family doctor as part of your backup plan.



- **Emergency Care Instructions:** Preferences on interventions, DNR, next of kin, Representation Agreements, and Health Care Directive Information.



- **Care Schedule:** Schedule of regular visits from healthcare workers and professionals (doctors, nurses, therapists, in-home care providers).



- **Task Schedule:** List of daily/weekly tasks (e.g., medication administration, personal care, meal preparation), including timings and clear instructions for backup caregivers to take over responsibilities if needed.



- **Personal Information:** Life history and background, preferences, routines, likes, and dislikes (e.g., favourite foods, activities, music, sensory needs). Comforting rituals or activities that help the care recipient feel at ease.



- **Financial:** Instructions for paying regular bills (e.g., rent, utilities, vehicles), account details and payment methods, online account passwords, and login information. Make sure your own will and directives are up to date.



## Resources

- Visit [Family Caregivers of BC](#) for a library of resources
- BC has an [Advanced Care Planning Handbook](#) in multiple languages. It includes information on Advanced Directives and Representation Agreements.
- Medication Management - [Medication Safety - Province of British Columbia](#)
- Emergency Preparedness [Emergency and Disaster Preparedness - Province of British Columbia](#)



### PRO TIP

Use [My Booklet BC](#) to create a version of this Emergency Plan. Pre-loaded templates, and free!



**myBooklet BC**



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