



JOBS CHECKLIST

Write the name of the responsible person to the left of the task.

Personal Care

- _____ Grocery shopping
- _____ Meal preparation
- _____ Help with ADL's (Activities of Daily Living)
- _____ Other _____
- _____ Other _____

Health Care

- _____ Make arrangements for doctor's appointments
- _____ Serve as medical advocate
- _____ Supervise medical regimens, including medications
- _____ Other _____
- _____ Other _____

Communication

- _____ Organize family and professional caregivers
- _____ Keep family caregiving team informed
- _____ Coordinate visits from family and friends
- _____ Other _____
- _____ Other _____

Transportation

- _____ Driving decisions
- _____ Coordinate rides
- _____ Other _____
- _____ Other _____

Home Maintenance

- _____ Address accessibility and safety concerns
- _____ Housekeeping
- _____ Home repairs
- _____ Ongoing maintenance
- _____ Lawn care/snow removal
- _____ Other _____

Financial Issues

- _____ Pay bills
- _____ Submit medical insurance forms
- _____ Keep track of financial records
- _____ Other _____