



Temporary Caregiver Checklist

Personal Information

- Full Name: _____
- Preferred Name/Nickname: _____
- Date of Birth: _____
- Address: _____
- Emergency Contact(s):
 - Name: _____
 - Relationship: _____
 - Phone Number: _____

Medical Information

- Primary Care Doctor: _____
- Phone Number: _____
- Office Address: _____
- Specialist(s) (if any):
 - Name: _____
 - Type: _____
 - Phone Number: _____
- Preferred Hospital: _____
- Health Insurance Provider: _____
- Member ID: _____
- Phone Number: _____
- Medicare/Medicaid Info: _____
- Known Medical Conditions: _____
- Allergies: _____
- Medications:
 - Name / Dosage / Time Given / Special Instructions: _____
- Medical Devices (walker, oxygen, etc.): _____
- DNR/Advance Directive on File? ☐ Yes ☐ No (Location: _____)

Contact Info While Primary Caregiver is Away

- Caregiver Name: _____
- Caregiver Phone Number: _____
- Dates Away: _____
- Where Staying (Hotel, Address, etc.): _____
- Backup Emergency Contact: _____

Daily Routine & Care Notes

- Wake-Up Time: _____
- Bedtime: _____
- Meal Times / Dietary Preferences: _____
- Favorite Snacks: _____
- Mobility Needs: _____
- Bathroom Assistance: ☐ Independent ☐ Needs Help
- Bathing/Showering Schedule: _____
- Activities They Enjoy (TV shows, games, music, etc.): _____
- Behavioral Triggers or Comforting Techniques: _____
- Pets to Care For (if any): _____
- House Rules/Notes (lock doors, alarm code, etc.): _____

Additional Notes

- Where to Find Medical Folder/Important Documents: _____
- Pharmacy Name & Number: _____
- Neighbors or Friends to Call in a Pinch: _____
- House Access Info (spare keys, garage code, etc.): _____

Disclaimer

This checklist is provided by Emics Elder Care for informational purposes only. It is intended to assist primary caregivers in organizing and communicating essential information to temporary caregivers. It is not a substitute for professional medical, legal, or emergency advice. Users should consult with healthcare providers, legal advisors, or emergency services when appropriate. Emics Elder Care assumes no liability for the use or misuse of this document. Always verify the accuracy and completeness of the information before use.