

The Care Binder

Everything about one person's care, in one place. Fill this in by hand, keep it somewhere agreed-upon, and tell every sibling where it lives.

GoCheckMyParents.com · free care tools for families

Who this binder is for

Name

Date of birth

Address

Emergency contact
(name/phone)

Binder last updated

Medications

Include over-the-counter and supplements, interactions don't care about prescriptions. Bring this table to every appointment.

MEDICATION	DOSE	WHEN / HOW TAKEN	PRESCRIBING DOCTOR	WHY (CONDITION)

Pharmacy (name/phone)

Allergies / bad reactions

Doctors & care contacts

NAME	ROLE / SPECIALTY	PHONE	NOTES (PORTAL LOGIN HINTS, BEST TIMES)

Insurance

Medicare number

Medicare plan type (Original / Advantage)

Supplemental / Medigap (carrier, policy #)

Drug plan (Part D) (carrier, policy #)

Long-term-care insurance (carrier, policy #)

Where the actual policy documents live

If a long-term-care policy exists, request a current copy of the benefits summary now; the elimination period and daily benefit shape every care decision later.

Legal documents checklist

Check what exists, note where it is. Anything unchecked is a to-do. These get much harder to create after a health event.

- ☐ Will · location: _____ · attorney: _____
- ☐ Financial power of attorney · agent: _____ · location: _____
- ☐ Healthcare power of attorney / proxy · agent: _____ · location: _____
- ☐ Advance directive / living will · location: _____
- ☐ HIPAA release (lets doctors talk to family) · location: _____
- ☐ Deed / mortgage papers · location: _____
- ☐ Trust documents (if any) · location: _____

Accounts & access notes

List where things are, not passwords. Keep passwords in a sealed envelope or a password manager's emergency kit; never in this binder and never over email.

ACCOUNT	INSTITUTION	NOTES (AUTOPAY? STATEMENTS WHERE?)

Bills on autopay

Safe deposit box (bank, key location)

Where passwords are kept (envelope/manager)