

WEEKLY CARE PLAN

Use this template to organize weekly tasks and ensure nothing is forgotten.

WEEKLY CARE PLAN

Week of: _____

DAILY TASKS (Every Day):

MORNING:

- Morning medications
- Breakfast
- Personal care and hygiene
- Activity/engagement
- Document in care log

MIDDAY:

- Lunch
- Midday medications (if applicable)
- Activity/rest

EVENING:

- Dinner
- Evening medications
- Evening hygiene
- Bedtime routine
- Document in care log

WEEKLY TASKS:

SUNDAY:

- Fill weekly pill organizer
- Check medication supply; order refills if needed

MONDAY:

- Change bed linens**
- Laundry**

TUESDAY:

- Review upcoming appointments for the week**
- Prepare for any appointments this week**

WEDNESDAY:

- Grocery shopping or meal prep for the week**

THURSDAY:

- Medication review (check expiration dates, organize refills)**
- Restock supplies as needed**

FRIDAY:

- Review care log for the week**
- Note any patterns or concerns**
- Communicate with family (weekly update)**

SATURDAY:

- Personal care day (bath/shower, shampoo hair, trim nails)**
- Self-care for caregiver (schedule respite or personal time)**

APPOINTMENTS THIS WEEK:

Date: _____

Time: _____

Provider: _____

Date: _____

Time: _____

Provider: _____

Date: _____

Time: _____

Provider: _____

SPECIAL TASKS OR NOTES THIS WEEK:

CAREGIVER SELF-CARE THIS WEEK:

One thing I will do for myself this week:

www.aginghappily.com

Follow the Laws of Protected Health Information (PHI)

45 CFR 160.103

“Protected health information means individually identifiable health information transmitted or maintained in any form or medium.”

