# The Complete Caregiver 24 Hour Weekly Care Schedule



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|  | Mon | Tue | Wed | Thu | Fri | Sat | Sun |
| 6:00 AM |  |  |  |  |  |  |  |
| 7:00 |  |  |  |  |  |  |  |
| 8:00 |  |  |  |  |  |  |  |
| 9:00 |  |  |  |  |  |  |  |
| 10:00 |  |  |  |  |  |  |  |
| 11:00 |  |  |  |  |  |  |  |
| 12:00 PM |  |  |  |  |  |  |  |
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| 3:00 |  |  |  |  |  |  |  |
| 4:00 |  |  |  |  |  |  |  |
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| 8:00 |  |  |  |  |  |  |  |
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| 10:00 |  |  |  |  |  |  |  |
| 11:00 |  |  |  |  |  |  |  |
| 12:00 AM |  |  |  |  |  |  |  |
| 1:00 |  |  |  |  |  |  |  |
| 2:00 |  |  |  |  |  |  |  |
| 3:00 |  |  |  |  |  |  |  |
| 4:00 |  |  |  |  |  |  |  |

5:00



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| **The Complete Caregiver Medicine & Supplements Cha** | | | | **t** |
| **Medication/Supplement** | | **Dosage / MG** | **Frequency / Day** | **Times Per Week** |
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| Example:  Med Name 1 | 1 Tablet/ 81 mg | | 1 x / day | Every Day |
| Med Name 2 | 4 mg / 1MG/ML | | 2 x / day | M W F |
| Multi-Vitamin | 1Tablet / | | 1 x / day | Every Day |



**INSTRUCTIONS**

**The Complete Caregiver 24-Hour Weekly Care Schedule & Medicine Chart**

* **Post your charts in an obvious place.** Put the 24-Hour Schedule near your family calendar\* and the Medicine Chart near where you store and prepare your medications, for easy reference throughout the day. See our website for step-by-step instructions on organizing your child’s medications.
* **24 Hour Weekly Care Chart** – use for basic scheduling of important caregiving needs – medications, feedings, medical procedures, therapies, etc. You can use color-coding for ease of visual reference.
  + *For Example:* If you have a feeding every three hours, you could use a green pen and write in “Feed” or just “F”. Use a different color and mark medication times with an “M” or “Meds” on the appropriate hours and days – you will use the Medication Chart to write in all the details of what medications happen when. If you have physical therapy twice a week, or some other standing weekly appointment, put initials for the appointment in a third color *(i.e. PT = physical therapy, OT = occupational therapy, ST = speech therapy, SI = sensory integration therapy, BT = behavioral therapy, etc.)*
  + IF YOU HAVE MORE THAN ONE CHILD TO TRACK - use a different color for each child, instead of each activity.
* **Medication Chart** – see the examples in grey below the chart. Note that the second column asks for both the amount of medication you give *(i.e. number of tablets OR milligrams of a suspended medication per dose)* and then, after the ‘/’ asks you to enter the strength of the medication *(i.e. mgs of medication per tablet OR the suspension strength of the medication such as 1 milligram per 1 milliliter of liquid medication. This is useful to keep track of as you will most likely be asked what medications your child is taking and their dosages/strengths. This information is on the bottle.)* For some supplements, like a multi-vitamin, you may not be able to write down the ‘strength’ on the chart. For others, it will be the same as a medication.
* **Medications and schedules can change frequently!** That’s why we chose to offer these tools as downloads, so you could print new ones when changes occurred. We hope you find these useful for organizing your caregiving.
* Please visit our website to let us know how these charts worked for you! Thecompletecaregiver.com

\*A family calendar is a monthly calendar posted in a central location, like the kitchen, that has everyone’s scheduled events, appointments, trips away, etc.