

BLUE HARBOR EDITIONS

AGING PARENT CARE COMMAND CENTER

Arrange assistance, appointments and documents

18 TEMPLATE | 16 CHECKLIST | 10 PLAYBOOK

CARE

Roles and contacts

HEALTH

Visits and medication

DOCUMENTS

Deadlines and accesses

**A FAMILY. A PLAN. NO DETAIL
LOST.**

A practical system that protects autonomy, dignity and continuity.



BLUE HARBOR
STUDIO

Aging Parent Care Command Center

Arrange assistance, appointments and documents Blue

Harbor Editions - BH-009 - Italian edition 2026

VERSION AND CONTROL

Version 1.0. Sources checked on July 20, 2026. Regional services, forms, requirements, and availability change: always check official channels before making a formal request.

Scope and Limits

This guide is an educational and organizational system for coordinating information, responsibilities, and handovers. It is not a medical guide, does not make diagnoses, does not indicate therapies and does not replace a doctor, pharmacist, nurse, social worker, lawyer, notary, patronage or other qualified professional.

Do not start, discontinue, move, or modify a medication based on this manual. In case of emergency, call 112. For non-urgent needs, the 116117 may be available: check the activation and procedures in your Region. If you are not sure if a situation is urgent, contact a healthcare professional or emergency services.

Autonomy, consent and privacy

The elderly person remains at the center of decisions. Being a family member or caregiver does not automatically attribute access to health data, money, documents, or decisions. It registers preferences, consensus and proxies; Use only valid permissions and share as little as necessary.

Copyright and License

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Quick Tab: When Something Happens

EMERGENCY

For immediate danger or serious symptoms, call 112. Follow the operator's instructions. Do not use this guide to diagnose or decide whether a person can stay home.

- [] Stay with the person if it is safe to do so and indicate the place, name, age, and what happened.
- [] Bring the Emergency Card, the updated list of medications, and the available documents. [] Do not give extra food, drink or medication unless instructed by a professional.
- [] Write down now, symptoms observed, falls, medications taken, and people contacted.
- [] Notify the designated family contact without disclosing details in group chats. []

After stabilization, open the Event Log and assign each subsequent action.

Information	To be filled in
Name, date of birth, domicile	
112 / doctor / continuity of care	
Primary and Substitute Family Contact	
Pharmacy and usual health facility	
Verified allergies or warnings	
Where you can find drugs and documents	

Official source: [Single European number 112](#)

How to use the Command Center

There is no need to turn the family into a clinic. We need to create a single, readable and verified source that reduces duplicate phone calls, missed appointments and invisible responsibilities. Start with the essential templates and only add detail when it produces a better decision or handover.

When	Use	Result
Today	Emergency card, profile, contacts	Essential information available
Each visit	Preparation + summary after visit	Questions and actions not dispersed
Every week	Calendar + handoff	Visible load and deadlines
Every change	Observation log	Dated facts to report
Every 90 days	Access, service and document review	Reliable system

The minimum core in 60 minutes

- [] Appointment of coordinator and substitute with the consent of the assisted person.
- [] Fill out verified contacts, allergies, medications, and communication preferences. [] Define where the main copy resides and who can see it.
- [] Enter upcoming appointments and deadlines for prescriptions or documents. [] Print the Emergency Card and keep an accessible copy.

RULE OF THE MINIMUM NECESSARY

Collect only useful data, restrict access, and remove outdated copies. More documents do not automatically mean more security.

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