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

2026 EDITION | UPDATED ON JULY 20, 2026

BH-009

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.

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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.

Operational index