

"We shouldn't have to change our lives to fit how our homes or work spaces were once organized, we should change the way we organize to fit our lives today." ~ Ida Tetlock

Tips

Create organized, safe, accessible and functional spaces!

- Place items in areas close to where they are used.
 - Placement within easy reach /access.
Avoid stacking unless they are like items (towels, same size dishes, cutlery, etc.) that don't need to be moved to access.
 - Use stable bins, baskets or bags to transport items from one space to another.
 - Secure cabinets, bookcases and shelving to avoid tipping or collapsing hazards.
 - Limit use of scatter mats and area rugs – secure with carpet tape to avoid tripping hazards.
 - Create a will & testament.
 - Create a resource contact list including:
Keep a copy in the command center, near primary phone as well as on your personal pc/smart devices. Also provide your executor / power of attorney with a copy.
 - Emergency Contacts.
 - Care-giving network (dependents, relatives, neighbours, etc.)
 - Place of worship/clergy.
 - Employer(s).
 - Health care providers:
 - Medical team; Therapists
 - Nutritionists
 - Walk in Clinics; Hospital Emergency
 - Service providers:
Add primary contact name and reference account details.
 - Insurance
 - Transportation services
 - Utilities
 - Landlord/Super
 - Home care support team
 - Housekeeping; Landscaping
 - Lawyer
 - Banking
 - Create a Health Records List including:
 - OHIP number
 - Active medications and supplements and dosage.
 - Allergies & sensitivities.
 - History of procedures, radiology and other medical tests; Current condition & treatment.
 - Create a list of Community Resources.
 - Create a list of personal assets.
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