

End-of-Life Preparation Checklist

1. List your healthcare provider(s), medical conditions, and the prescription drugs you take or are allergic to. What is “normal” for you?
2. Do you have an Advance Health Care Directive and Durable Power of Attorney? Who should be contacted in case of emergency? Does your Healthcare Agent have a current HIPAA release for you?
3. Do you have medical insurance or other related assistance?
4. What are your dietary restrictions, preferences, needs, and allergies?
5. Do you have an extra set of keys? If you do, where are they?
6. Who can take care of your animal companion(s) on short notice? What do your pets need in order to stay healthy and content? Is someone authorized to make decisions for your pet’s veterinary care? If care is needed, how will it be paid for?
7. When are your bills due? How are they paid?
8. Where do you store your usernames and passwords to important online accounts, such as banking? What are your important personal and business relationships?
9. List your bank accounts, retirement funds, and life insurance policies and grant access to a person of confidence.
10. Do you have an Estate Plan, Trust or Will? Who is the attorney who prepared it? Will he/she also be handling the legalities of your Estate Plan, Trust or Will? Have you appointed an executor of your will?
11. How would you want to spend your last few hours or days, and who should (or shouldn’t) be notified so that they can be with you?
12. What do you want done with your remains? Do you want a memorial service, funeral, or celebration of life?