

# EMERGENCY CHECKLIST FOR SENIORS AND THEIR FAMILIES

Thanks for downloading a copy of my customizable  
Emergency Checklist for Seniors and Their Families.

I designed this resource specifically for Ontario families and busy adult children to make sure they have everything organized on file should anything ever happen to their beloved parents. Taking the time to fill out this form while collecting and sorting important documents means less stress if you need access to vital information.

After 30 years as an experienced Real Estate Agent specializing in helping seniors in Vaughan, ON, I've worked with hundreds of families and am always astounded to see not everyone is fully prepared should something unexpected happen to mom and dad.

That's why I'm a big believer in being proactive: a little planning goes a long way to improve the future well-being of your family.

Your Friend, Your Neighbour, Your Realtor,  
- Lisa

LISA

**SINOPOLI**

BROKER



## HOW TO CUSTOMIZE

1. Download the document and open it with the **FREE Adobe Acrobat Reader**. Complete the **Emergency Checklist**. Consult with your parents and other adult siblings as applicable. **Keep all sensitive information confidential.**
2. Save this document to a secure cloud-based folder (e.g. Google Drive, Microsoft OneDrive, etc.) so it can be accessed at any time on your desktop computer or mobile device in case of emergency.
3. Save digital copies of all relevant documents in that same folder (e.g. Drivers' Licenses, Prescriptions, etc.).
4. Print copies and make sure there is at least one updated version available at your parent(s)' home at all times.

## EXTRA TIPS

- ▶ Ensure your parents have all basic needs and supplies in case of emergency (e.g. food, equipment, clothing).
- ▶ Share access privately with only close family members (e.g. other adult siblings) or caregivers as necessary.
- ▶ Update the document as needed (Review at least once annually and save changes).
- ▶ Let other family and friends know about this resource by sharing the **Emergency Checklist** with them.

# EMERGENCY CHECKLIST

## KEY INFORMATION

Last Updated: \_\_\_\_\_

1

Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
Gender: \_\_\_\_\_

2

Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
Gender: \_\_\_\_\_

## EMERGENCY CONTACTS

Contact #1: \_\_\_\_\_  
Contact #2: \_\_\_\_\_  
Contact #3: \_\_\_\_\_

Relationship #1: \_\_\_\_\_  
Relationship #2: \_\_\_\_\_  
Relationship #3: \_\_\_\_\_

Power of Attorney  
(Personal Care): \_\_\_\_\_  
Power of Attorney  
(Property): \_\_\_\_\_

Power of Attorney  
(Personal Care): \_\_\_\_\_  
Power of Attorney  
(Property): \_\_\_\_\_

## MEDICAL

Documents Completed?  Authorization to Release Info.  Living Will  Do Not Resuscitate Order

Existing Health Concerns: \_\_\_\_\_  
Main Physician: \_\_\_\_\_  
Specialist: \_\_\_\_\_  
Prescription 1: \_\_\_\_\_  
Doctor & Phone: \_\_\_\_\_  
Prescription 2: \_\_\_\_\_  
Doctor & Phone: \_\_\_\_\_

Existing Health Concerns: \_\_\_\_\_  
Main Physician: \_\_\_\_\_  
Specialist: \_\_\_\_\_  
Prescription 1: \_\_\_\_\_  
Doctor & Phone: \_\_\_\_\_  
Prescription 2: \_\_\_\_\_  
Doctor & Phone: \_\_\_\_\_

Telehealth Ontario: 1-866-797-0000

Service Ontario  
(Health Cards): (416) 314-5518

Toronto Seniors  
Helpline: 1-877-621-2077  
(416) 217-2077

**211** Information and referral helpline to community, social, government and health services in Ontario

**311** Customer service and municipal information helpline for certain regions and cities only (Toronto, Halton, Windsor, Brampton, Mississauga, Ottawa, Sudbury)

**911** Emergency number for police, fire and ambulance for life threatening situations

# EMERGENCY CHECKLIST

## LIFE

1

Passport: \_\_\_\_\_  
Birth Certificate: \_\_\_\_\_  
Driver's License: \_\_\_\_\_

Note: Keep a copy of but do not share Social Insurance Number

2

Passport: \_\_\_\_\_  
Birth Certificate: \_\_\_\_\_  
Driver's License: \_\_\_\_\_

Note: Keep a copy of but do not share Social Insurance Number

Documents Available?

Marriage License(s)  
 Divorce Papers

Adoption Certificate(s)  
 Will

Pets: \_\_\_\_\_  
Veterinarian: \_\_\_\_\_

## ASSETS & INSURANCE

Home Deed or Mortgage: \_\_\_\_\_  
Stocks & Bonds: \_\_\_\_\_

Car / Vehicle Ownership: \_\_\_\_\_  
Business(es) & Partnerships: \_\_\_\_\_

Life Insurance & Provider: \_\_\_\_\_  
Home / Renter's Insurance: \_\_\_\_\_

Car / Boat Insurance: \_\_\_\_\_  
Supplemental Health Insurance: \_\_\_\_\_

Documents Available?

Appraisal of Valuables  
 Pension Information

Business / Corporation Agreements

Ontario Pension Board: (416) 364-5035  
Ontario Old Age Security: 1-800-277-9914

## FINANCE

Primary Bank & Branch: \_\_\_\_\_  
Secondary Bank & Branch: \_\_\_\_\_

Banking Advisor Contact: \_\_\_\_\_  
Banking Advisor Contact: \_\_\_\_\_

Documents Available?

Credit Card Information  
 Safety Deposit Boxes

Bank Investments

Consumer Protection Ontario: 1-800-889-9768  
Canadian Anti-Fraud Call Centre: 1-888-495-8501

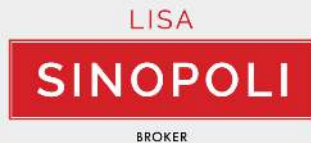
Additional Notes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Saved Location:

Physical Print Copy (e.g. Parents' House, Bedroom, Top Dresser)

Secure Digital Copy (e.g. Cloud-Based GDrive, OneDrive, Box Folder)



## ABOUT LISA SINOPOLI

MASTER-ASA, CPCA, ABR, SRS.  
BROKER, REMAX HALLMARK REALTY LTD.

Lisa Sinopoli is a seasoned Real Estate Broker with over 30 years of experience based in the Vaughan, Ontario area. She has a passion for serving clients who are in retirement age, as well as collaborating with their adult children to find the next right home for them.

Lisa has earned the **Master Accredited Senior Agent™** designation, making her one of only 40 professionals in Canada equipped with specialized expertise to work specifically with older populations. She is also a **Certified Professional Consultant on Aging®** and is able to leverage her network of resources when working and caring for her clients' unique needs.

Whether you are thinking of downsizing/upsizing from your home, looking to invest in another property, or helping your parents figure out the next right move, Lisa can work with you to plan for your family's best future.

## CONTACT

416-550-7555  
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## WEBSITE

[LisaSinopoli.com](http://LisaSinopoli.com)

## SOCIAL MEDIA

 [@LisaSinopoliReMaxHallmark](https://www.facebook.com/LisaSinopoliReMaxHallmark)

 [@Lisa.Sinopoli](https://www.instagram.com/Lisa.Sinopoli)



Committed to your family, for all generations today and into tomorrow