



CareNOTEBOOK

A Tool for Organizing Your Child's Health Care Information



Presented By:

Exceptional Children's Assistance Center (ECAC)
The NC Family to Family Health Information Center

What is a Care Notebook?

- An organizational tool for parents who have children with special health care needs or disabilities
- Use it to keep track of important information about your child's health care



How can a Care Notebook help me?

- It can help you organize all the information and paperwork that you get from many sources into one central location
- This will make it easier for you to find and share key information with others who are involved in your child's care

How do I use a Care Notebook?

- Track changes in your child's medication or treatment
- List telephone numbers for providers and community organizations
- Prepare for medical appointments
- File information about your child's health history
- Share new information with your child's providers

What are some tips for using the Care Notebook?

- ❑ Store the Care Notebook where it is easy to find
- ❑ Add new information to the Care Notebook whenever your child's treatment changes
- ❑ Take all or parts of the Care Notebook with you to appointments and hospital visits so the information you have will be easy to find and share



Getting started...

- ❑ Use all or just part of the pages we've included. Not all of the pages may apply to your family's situation
- ❑ Organize the information in a way that works for you
- ❑ Use dividers, tabs, plastic sheet protectors and folders to organize your completed pages
- ❑ For the technology gifted –save your pages on a flash drive

Step 1:

- Gather information you already have
 - This may include reports from recent doctor's visits, recent hospital stay summaries, this year's school plan, test results, or informational pamphlets

Step 2:

- Look through the pages of the Care Notebook
 - Which of these pages could help you?
 - Choose the pages you like and print them to keep in a notebook or filing system
 - We suggest you **print pages 6-22** to take to your child's medical appointments

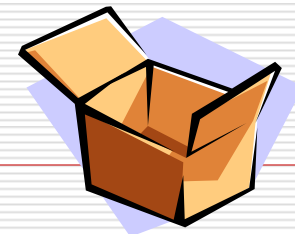
Step 2: (continued)



- The Care Notebook is available electronically. You can keep it on a file on your computer or on a flash drive. This will allow you to keep the information on your computer and print out the pages you want when you need them.
- Additional pages of interest can be found at: [Building Your Care Notebook | National Center for Medical Home Implementation | American Academy of Pediatrics](#)

Step 3:

- Decide what information about your child is most important to keep in the Care Notebook
 - What information do you look up often?
 - What information do people caring for your child need?
 - Consider storing other information in a computer file, a file drawer or box where you can find it if needed.



Step 4:

- Put the Care Notebook together
 - Everyone has a different method for organizing information
 - Make it easy for **you** to find the information you need
- Suggested supplies:
 - 3 ring binder
 - Large accordion file
 - Tabbed dividers
 - Pocket dividers
 - Plastic pages (color coded?)



What's next?

- Review the table of contents on page 5
 - **Frequently used forms**
 - Providers and resources
 - Treatment plans and care summaries



Activity

- Review of pages
- Discuss importance

What pages do you need in your child's Care Notebook?

Questions?

NC Family to Family Health Information Center

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