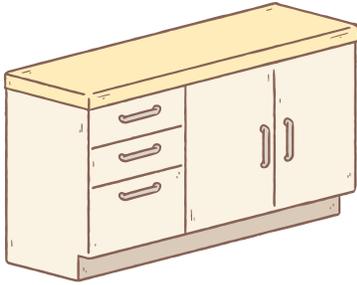


HOW-TO: MEMORY CENTER



Step #1: Choose a Place

- When selecting a place to set-up the memory center, consider a location in the home that is central and frequently used.
- You may want to pick a small table or a place on the kitchen counter.



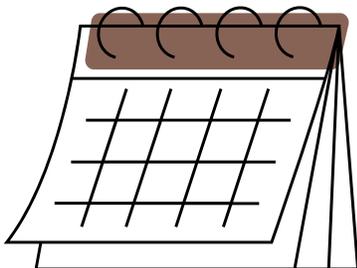
Step #2: Declutter the Space

- Remove all items from the space except for what is meant to be used for the memory center.
- Stacks of paper such as magazines, mail, and old receipts should be removed from the area to decrease distraction and confusion.



Step #3: Clock

- Place an easy to read digital or analog clock on wall or on counter.
- For visual purposes, use a clock with Arabic numbers versus Roman numerals.



Step #4: Calendar

- On table or counter place a simple yet large desktop calendar.
- Place pens and an 8 1/2" x 11" notepad next to the calendar for note taking during calls or for writing reminders.

HOW-TO: MEMORY CENTER

Step #5: Consider the Telephone



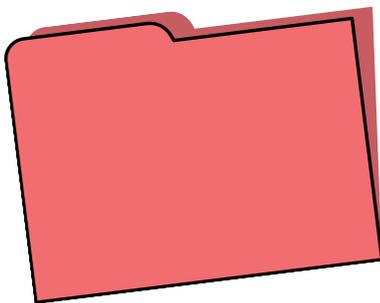
- Consider buying a telephone that has these features:
 - Large buttons
 - Large numbers
 - Speakerphone option
 - Memory buttons
 - It is a pre-programmed button of a particular person's number.
 - Picture buttons
 - A picture of the person they are calling on the memory button.

Step #6: Medication Management



- Use a large, clearly labeled pill box.
- Fill on the same day each week (ex. every Saturday night).
- For easy reference, label important medication times on the calendar.

Step #7: Gather Health Information



- Place important medical information such as the person's diagnosis, medication, physician name and phone number, allergies, and any other important details in a RED folder.
- Label the folder "In Case of an Emergency".
- Include an emergency contact.
- This provides easy access to health information in the event the person with dementia requires medical attention when an individual who is not the primary care partner is with them.

HOW-TO: MEMORY CENTER

Implementation

- Make it routine!
 - Refer to the memory center throughout the day.
 - Repetition will help the person form the new habit of utilizing the center independently.
- Read through the list of the day's events each time.
- If repetitive questioning regarding the day's events occurs, simply say:
 - "Let's go to the memory center and find out."
 - Have them read aloud the information listed for the day to find the answer.
- Once the day is over, mark a line or an "X" across to indicate it has passed to limit confusion.
- Alternative: Utilize a whiteboard labeled "Today's Event's" to limit confusion.



Do NOT:

- Fill the space with post-it notes, multiple lists, or family photos as this increases confusion!