



THE SENIOR SOURCE

# Money Smart for Older Adults

*Presented by:*

**Elder Financial Safety Center**

*A collaborative partnership of The Senior Source, Dallas County Probate Courts and District Attorney's Office*

## To Do Checklist

### Now

- Prepare Disaster Plan and make trusted family members and friends aware of the plan along with all the information listed on the checklist
- Power of Attorney*
  - \_\_\_ Durable Financial Power of Attorney
  - \_\_\_ Durable Medical Power of Attorney
  - \_\_\_ Living Will
- Last Will and Testament*
  - \_\_\_ Make several copies, keep original in home fireproof lockbox and distribute other copies accordingly as discussed in the course
- Fireproof lockbox, safe for home or refrigerator freezer*
  - \_\_\_ Living Will, Medical POA, Medical Directives, Original Last Will and Testament, Passport, Insurance Policies, Social Security Card, and other items as discussed in the course
- Safe-deposit box at the bank*
  - \_\_\_ Birth Certificate, Important Contracts, Inventoried Valuables and other items as discussed in the course
- Locked Mailbox
- Direct Deposit of All Income
- Set up automatic payments through your bank online or schedule bill payments through your bank online
- Purchase a shredder or save the date for shred events in your community

## Money Smart for Older Adults To Do Checklist Continued

- Purchase virus protection for personal computers or consider other options as discussed in the course
- Prepare Emergency Waterproof Bag
  - \_\_\_ Cash
  - \_\_\_ Enough Blank Checks & Deposit Slips for One Month
  - \_\_\_ Identification
    - \_\_\_ Driver's License, Social Security Card, Passport and Birth Certificate (copies of all)
  - \_\_\_ ATM Card
  - \_\_\_ Credit Card
  - \_\_\_ Important Financial and Medical Numbers
  - \_\_\_ Important Account Numbers
- Insurance Review
  - \_\_\_ Health
  - \_\_\_ Home
  - \_\_\_ Auto
  - \_\_\_ Life
  - \_\_\_ Long-Term Care
  - \_\_\_ Disability
  - \_\_\_ Other
- Financial Review
  - \_\_\_ Income/Expenses
  - \_\_\_ Annuities
  - \_\_\_ IRA
  - \_\_\_ 401k
  - \_\_\_ Mutual Funds
  - \_\_\_ CDs
  - \_\_\_ Stocks
  - \_\_\_ Pension
  - \_\_\_ Debt
  - \_\_\_ Mortgage/Housing
  - \_\_\_ Other

- Benefits Review if applicable
  - \_\_\_\_ Food assistance (SNAP stipend, home delivered meals)
  - \_\_\_\_ Prescription assistance (Extra Help Program)
  - \_\_\_\_ Medical costs (Medicare Savings Program/Medicaid)

### **Monthly**

- Review Account Statements
- Review Medicare Summary Notices Online or paper statements as received
- Review Explanation of Benefits
- Shred Documents if not shredding daily

### **Annually**

- Credit Report & Review
- Update Emergency Waterproof Bag
- Review Disaster Plan
- Update Complex Passwords with a mix of numbers, capital and lowercase letters and symbols
- Update Security Codes
- Update Resume if applicable

*Money Smart for Older Adults is a joint project of:*

