

YOUR ANCHOR ROADMAP

The Long-Distance Anchor



Distance is not a lesser kind of love. It just needs a different setup.

Why this roadmap. You are managing care you cannot see, from another city or state. This roadmap is about permission, people and visibility, so you can lead from where you are.

How to use it. Read it once all the way through. Then turn to your 30-day roadmap and start with Stop 1. Every box is fillable: open this PDF in Adobe Acrobat Reader or Preview on a Mac to type and save.



PART 1

What you are carrying

Check any that sound like you.

- ☐ You find out about problems after they happen.
- ☐ Relatives who live closer have opinions about what you should be doing.
- ☐ You fly in for a crisis and fly out before things feel settled.
- ☐ You pay for help you cannot check on in person.
- ☐ You feel guilty most days, no matter how much you do from afar.



PART 2

What is really going on

Distance creates an information gap, not a love gap. When you cannot see what is happening, your mind fills the silence with worry, and that worry never fully rests.

The answer is not to be there more. It is to know more, sooner, from the people who are there, and to have permission to act when it counts.

You cannot be there every day. You can build the eyes and ears that are.



PART 3

Where are you in this?

Caregiving looks different at the start, in the middle and years in. Check the one that fits today. Every stop on your roadmap has a note for where you are.



Just starting

You are new to this, still learning who to call and what is normal.

☐

This is me



In the thick of it

Care is part of every week now, and the load is real.

☐

This is me



Years in

You know the system well, and you are tired in a deeper way.

☐

This is me

YOUR 30-DAY ROADMAP

Four stops, one month

Take one stop at a time. Each has its own page with the steps, a note for where you are, and space to work.





STOP 1 OF 4 · WEEK 1

Make sure you can act from afar

Time it takes: 3 to 5 hours over two weeks. Legal papers can take longer.

Why it matters. From a distance, permission is everything. Without the right papers, a doctor's office or a bank may not be able to share information with you, even when you are the one managing things.

WHEREVER YOU ARE



Just starting

If your parent is making their own decisions, this is a good time for a calm talk about who they would want to speak for them.



In the thick of it

Check what is already signed, and make sure the people who need copies have them.



Years in

Review what exists. Papers age and contacts change. If your parent can no longer decide and nothing is in place, an elder law attorney can explain your options.

✓ How to do it

- 1 Find out what exists.** Is there a healthcare proxy, a financial power of attorney, an advance directive? Who is named? ☐
- 2 Ask each office about releases.** Many clinics and pharmacies have their own form that lets them talk with you. Ask the front desk. ☐
- 3 Gather copies.** Scan or photograph signed papers into one secure place you can open from anywhere. ☐
- 4 Tell the right people.** Make sure the main clinic and any local helper know you are a contact. ☐

- 5

Get guidance if stuck. If papers are missing and your parent cannot sign, contact an elder law attorney or your local aging services office.

☐

STOP 1 · MAKE SURE YOU CAN ACT FROM AFAR

 Your worksheet

Your permission check

Paper	In place?	Who is named	Where it is kept
Healthcare proxy			
Financial power of attorney			
Advance directive			
Release at main clinic			
Release at pharmacy			
Other			



YOU WILL KNOW IT IS DONE WHEN

If someone calls about your parent, you can act on their behalf.

I will start on

Done

☐

Notes and questions to bring up



STOP 2 OF 4 · WEEK 2

Get eyes on the money from afar

Time it takes: 2 to 4 hours over a week, including bank hold times

Why it matters. From a distance, money trouble often shows up first in the mail: a missed bill, a charge no one recognizes, or a scam call that worked. A little visibility lets you catch these early, without taking over your parent's finances.

WHEREVER YOU ARE



Just starting

If your parent manages their own money, ask what kind of help they would welcome. Visibility is not control.



In the thick of it

Set up alerts and a simple monthly look, so you are not finding out from a past-due notice.



Years in

Review who has access and what is on autopay. Accounts, helpers and scams all change over time.

✓ How to do it

- 1 **Ask before you look.** Talk with your parent about what you would like to see and why. Frame it as a backup, not oversight. ☐
- 2 **Ask the bank about a trusted contact.** Many banks let your parent name a trusted contact or add view-only access, so someone can be reached if something looks wrong. ☐
- 3 **Put steady bills on autopay.** Utilities, insurance premiums and other regular bills, so nothing slips while you are far away. ☐
- 4 **Turn on alerts.** Text or email alerts for large withdrawals, new payees or low balances, sent to you, your parent, or both. ☐
- 5 **Know the warning signs.** Unopened mail, repeat charges, gift card purchases, or a new friend who needs money. Call the bank right away if you see them. ☐

STOP 2 · GET EYES ON THE MONEY FROM AFAR

 Your worksheet

Your money watch

Account or bill	How it is paid	Alerts on?	Who can see it

Questions to ask the bank



YOU WILL KNOW IT IS DONE WHEN

If something went wrong with your parent's money, you would know within days, not months.

I will start on

Done

Notes and questions to bring up



STOP 3 OF 4 · WEEK 3

Build your eyes and ears nearby

Time it takes: 2 to 3 hours of calls and messages over a week

Why it matters. The hardest part of distance is not knowing. Two or three trusted people close to your parent turn a 2 a.m. worry into a quick call, and many small problems get caught early.

WHEREVER YOU ARE



Just starting

Start with who is already around: a neighbor, a friend from church or the building, a nearby relative.



In the thick of it

Make it specific. People help more when they know exactly what you are asking.



Years in

Check that your team is still current. People move and needs grow. A professional care manager may help now.

✓ How to do it

- 1 **Name your possible helpers.** Neighbors, friends, faith community, nearby relatives, and professionals already involved. ☐
- 2 **Ask for one specific thing.** For example: could you knock on Mom's door if she does not answer my call by noon? ☐
- 3 **Introduce yourself.** A short call to the pharmacy and the main clinic so they know your name and number. ☐
- 4 **Add a paid option if needed.** Home care agencies, a geriatric care manager, or the local Area Agency on Aging. ☐
- 5 **Share how to reach you.** Everyone on the team has your number and knows when to call. ☐

STOP 3 · BUILD YOUR EYES AND EARS NEARBY

 Your worksheet

Your local team

Role	Name	Phone	Agreed to
Can stop by within an hour			
Has a key			
Nearby relative or friend			
Clinic or pharmacy contact			
Professional help			
Backup			



YOU WILL KNOW IT IS DONE WHEN

Someone nearby could check on your parent today if you asked.

I will start on

Done

☐

Notes and questions to bring up



STOP 4 OF 4 · WEEK 4 AND BEYOND

Make every call and visit count

Time it takes: 20 minutes per call, plus 30 minutes per visit

Why it matters. A steady rhythm calms the what-ifs, and a short checklist turns a visit into a clear picture instead of a blur of errands.

WHEREVER YOU ARE



Just starting

Notice what normal looks like right now. It becomes your baseline for spotting change.



In the thick of it

Look for patterns: what is getting harder, and what has changed since last time.



Years in

Compare with earlier notes. Slow changes are easy to miss when you see them up close.

✓ How to do it

- 1 **Set a regular call time.** Same days, same time. Predictability helps both of you. ☐
- 2 **Ask three questions.** How are you sleeping? How are you eating? How are you getting around? ☐
- 3 **On visits, look around.** The fridge, the mail, the medications, stairs and lighting, and how your parent moves and talks. ☐
- 4 **Write down what you notice.** A few words each time. Patterns show up over weeks, not in one visit. ☐
- 5 **Share changes early.** Tell the clinic or your local team before a small change becomes a crisis. ☐

STOP 4 · MAKE EVERY CALL AND VISIT COUNT

 Your worksheet

My call days and time

Who else checks in, and when

My visit checklist

- ☐ Food in the fridge is fresh and there is enough
- ☐ Mail and bills are not piling up
- ☐ Medications are organized and being taken as prescribed
- ☐ The home is safe to move around (rugs, stairs, lighting)
- ☐ Personal care looks like usual
- ☐ Mood and memory seem like usual

What I noticed on this visit



YOU WILL KNOW IT IS DONE WHEN

You know when you will hear next, and you can tell when things are changing.

I will start on

Done

☐

PART 4 Your next step



All Hands on Deck

If the load is not shared, the most useful next step is a calm family conversation that puts names next to tasks. All Hands on Deck walks you through it with a short recorded workshop and six fillable tools.

www.askeldervisor.com/all-hands-on-deck

Want to talk it through one-on-one? Book a Clarity Call at www.askeldervisor.com/clarity-call



The Keeper's Letter

Every Sunday: one thing the care system does not tell families, and one small step for the week. It is already on its way to you.

With you,

Bahamia Bailey

Founder, AskEldervisor

Educational guidance, not medical, legal or financial advice. If something feels urgent or unsafe, call your parent's doctor or 911.