

Planning a Caregiving Information Lunch for Employees

Scheduling the Lunch

- Select a date, time and location that is convenient for the “bosses” as well as the employees and the local Area Agency on Aging representative.
- We suggest an informal atmosphere to facilitate the exchange of questions and answers.

Inviting Employees

- Send a flyer or post a notice (whichever works best in your business) alerting employees to the luncheon, and consider including the following in the notice to announce the lunch:
 - Have you ever provided assistance to older family members -- driving them to an appointment, mowing their lawn, accompanying them to a doctor's appointment, etc.?
 - Do you have older relatives – parents, grandparents, aunts, uncles, etc. who live in a different town or state?
 - Do you have parents or other relatives that live in your home or near your home?
 - Do you know what services to assist older adults and those who help care for them are available in XXX town?
 - If you answered yes to any of these questions, please join us for an informational lunch on caregiving to be held _____.
 - We will have a representative from _____ here to provide information and resources that may be of interest to you to help you address the changing needs of family members as they age. We may all have the privilege (but sometimes challenges) of helping to care for an older relative – if not today, it could be tomorrow. This luncheon will give you the opportunity to find out about resources that can help you do this.
- Keep in contact with your local Area Agency on Aging for new resources on caregiving that you can make available to your employees and as a resource for your employees for answers on aging and caregiver issues.