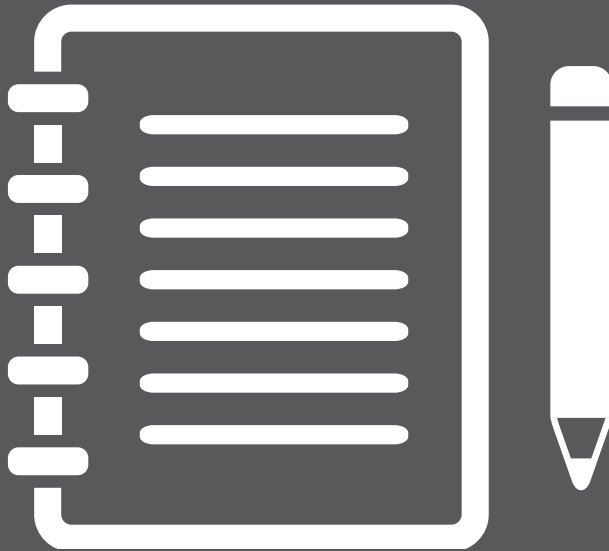


Organiser diary 2021



INSIDE:

- 2021 diary
- My details
- My contacts
- Day planner
- Task planner
- Appointment planner

My details

Name

Address

Landline number

Mobile number

Date of birth

GP name

GP phone number

GP address

Health Insurance provider

In case of emergency, please contact:

Name

Phone number

Relationship to me

My medications:

.....

.....

.....

.....

.....

Current on this date:

I am allergic to:

.....

How brain injury affects me:

.....

.....

.....

How you can best assist me:

.....

.....

.....

My contacts

Name	
Phone number	
Role or title	
Organisation	
Note	

Name	
Phone number	
Role or title	
Organisation	
Note	

Name	
Phone number	
Role or title	
Organisation	
Note	



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Put in details for the people who provide you with Support.
For example: your GP, Public Health Nurse, Brain Injury
organisation contact person, family or friends.

Name	
Phone number	
Role or title	
Organisation	
Note	

Name	
Phone number	
Role or title	
Organisation	
Note	

Name	
Phone number	
Role or title	
Organisation	
Note	

My contacts

Name	
Phone number	
Role or title	
Organisation	
Note	

Name	
Phone number	
Role or title	
Organisation	
Note	

Name	
Phone number	
Role or title	
Organisation	
Note	



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Name	
Phone number	
Role or title	
Organisation	
Note	

Name	
Phone number	
Role or title	
Organisation	
Note	

Name	
Phone number	
Role or title	
Organisation	
Note	



Day planner

Date:

Important things to do today:



1

2

3

Other things to do today:



1

2

3

4

Time

Planned activity:



8 am

9 am

10 am

11 am

12 pm

1 pm



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Time	Planned activity:	<input checked="" type="checkbox"/>
2 pm		<input type="checkbox"/>
3 pm		<input type="checkbox"/>
4 pm		<input type="checkbox"/>
5 pm		<input type="checkbox"/>
6 pm		<input type="checkbox"/>
7 pm		<input type="checkbox"/>
8 pm		<input type="checkbox"/>

What went well today?

What could have gone better?

Next time, I will:



Task planner



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Goal: What do I want to achieve?

--

Plan: How am I going to complete the task?		Do:
Steps I need to take:		<input checked="" type="checkbox"/>
1		<input type="checkbox"/>
2		<input type="checkbox"/>
3		<input type="checkbox"/>
4		<input type="checkbox"/>
5		<input type="checkbox"/>
6		<input type="checkbox"/>
Things I need such as equipment or information:		<input checked="" type="checkbox"/>
1		<input type="checkbox"/>
2		<input type="checkbox"/>
3		<input type="checkbox"/>
4		<input type="checkbox"/>

Review: Did I achieve my goal?

Yes

No

What problems did I have with the task?

How did I overcome any problems?

What things went well with the task?

What things did not go so well?

What will I do differently next time?



Appointment planner

Appointment date:	
Appointment time:	
To see:	
Where:	

Things I have noted since the last appointment:	
Item	
1	
2	
3	
What was said about them at today's appointment:	
Item	
1	
2	
3	



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Questions I want to ask at this appointment:

1

2

3

Answers to my questions given today:

1

2

3

Changes made today to treatment or programme:

Further appointment given today? Yes No

Date:

Added to my diary and calendar?

Added to the next Appointment planner?

Diary - January 2021

1	Fri	New Year's Day
2	Sat	
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thur	
8	Fri	
9	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thur	
15	Fri	
16	Sat	

January 2021

17 Sun	
18 Mon	
19 Tue	
20 Wed	
21 Thur	
22 Fri	
23 Sat	
24 Sun	
25 Mon	
26 Tue	
27 Wed	
28 Thur	
29 Fri	
30 Sat	
31 Sun	

Diary - February 2021

1	Mon	
2	Tue	
3	Wed	
4	Thur	
5	Fri	
6	Sat	
7	Sun	
8	Mon	
9	Tue	
10	Wed	
11	Thur	
12	Fri	
13	Sat	
14	Sun	St Valentine's Day

February 2021

15	Mon	
16	Tue	
17	Wed	
18	Thur	
19	Fri	
20	Sat	
21	Sun	
22	Mon	
23	Tue	
24	Wed	
25	Thur	
26	Fri	
27	Sat	
28	Sun	

Diary - March 2021

1	Mon	
2	Tue	
3	Wed	
4	Thur	
5	Fri	
6	Sat	
7	Sun	
8	Mon	
9	Tue	
10	Wed	
11	Thur	
12	Fri	
13	Sat	
14	Sun	
15	Mon	Mother's Day
16	Tue	

March 2021

17	Wed	St. Patrick's Day
18	Thur	
19	Fri	
20	Sat	
21	Sun	
22	Mon	
23	Tue	
24	Wed	
25	Thur	
26	Fri	
27	Sat	
28	Sun	Clocks go forward
29	Mon	
30	Tue	
31	Wed	

Diary - April 2021

1	Thur	
2	Fri	Good Friday
3	Sat	
4	Sun	Easter
5	Mon	Easter Monday
6	Tue	
7	Wed	
8	Thur	
9	Fri	
10	Sat	
11	Sun	
12	Mon	
13	Tue	
14	Wed	
15	Thur	
16	Fri	

April 2021

17 Sat	
18 Sun	
19 Mon	
20 Tue	
21 Wed	
22 Thur	
23 Fri	
24 Sat	
25 Sun	
26 Mon	
27 Tue	
28 Wed	
29 Thur	
30 Fri	

Diary - May 2021

1	Sat	
2	Sun	
3	Mon	Bank Holiday
4	Tue	
5	Wed	
6	Thur	
7	Fri	
8	Sat	
9	Sun	
10	Mon	
11	Tue	
12	Wed	
13	Thur	
14	Fri	
15	Sat	
16	Sun	

May 2021

17	Mon	
18	Tue	
19	Wed	
20	Thur	
21	Fri	
22	Sat	
23	Sun	
24	Mon	
25	Tue	
26	Wed	
27	Thur	
28	Fri	
29	Sat	
30	Sun	
31	Mon	

Diary - June 2021

1	Tue	
2	Wed	
3	Thur	
4	Fri	
5	Sat	
6	Sun	
7	Mon	Bank Holiday
8	Tue	
9	Wed	
10	Thur	
11	Fri	
12	Sat	
13	Sun	
14	Mon	
15	Tue	
16	Wed	

June 2021

17	Thur	
18	Fri	
19	Sat	
20	Sun	Father's Day
21	Mon	
22	Tue	
23	Wed	
24	Thur	
25	Fri	
26	Sat	
27	Sun	
28	Mon	
29	Tue	
30	Wed	

Diary - July 2021

1	Thur	
2	Fri	
3	Sat	
4	Sun	
5	Mon	
6	Tue	
7	Wed	
8	Thur	
9	Fri	
10	Sat	
11	Sun	
12	Mon	
13	Tue	
14	Wed	
15	Thur	
16	Fri	

July 2021

17 Sat	
18 Sun	
19 Mon	
20 Tue	
21 Wed	
22 Thur	
23 Fri	
24 Sat	
25 Sun	
26 Mon	
27 Tue	
28 Wed	
29 Thur	
30 Fri	
31 Sat	

Diary - August 2021

1	Sun	
2	Mon	Bank Holiday
3	Tue	
4	Wed	
5	Thur	
6	Fri	
7	Sat	
8	Sun	
9	Mon	
10	Tue	
11	Wed	
12	Thur	
13	Fri	
14	Sat	
15	Sun	
16	Mon	

August 2021

17	Tue	
18	Wed	
19	Thur	
20	Fri	
21	Sat	
22	Sun	
23	Mon	
24	Tue	
25	Wed	
26	Thur	
27	Fri	
28	Sat	
29	Sun	
30	Mon	
31	Tue	

Diary - September 2021

1	Wed	
2	Thur	
3	Fri	
4	Sat	
5	Sun	
6	Mon	
7	Tue	
8	Wed	
9	Thur	
10	Fri	
11	Sat	
12	Sun	
13	Mon	
14	Tue	
15	Wed	
16	Thur	

September 2021

17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	
22	Wed	
23	Thur	
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thur	

Diary - October 2021

1	Fri	
2	Sat	
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thur	
8	Fri	
9	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thur	
15	Fri	
16	Sat	

October 2021

17 Sun	
18 Mon	
19 Tue	
20 Wed	
21 Thur	
22 Fri	
23 Sat	
24 Sun	
25 Mon	Bank Holiday
26 Tue	
27 Wed	
28 Thur	
29 Fri	
30 Sat	
31 Sun	Halloween. Clocks go back

Diary - November 2021

1	Mon	
2	Tue	
3	Wed	
4	Thur	
5	Fri	
6	Sat	
7	Sun	
8	Mon	
9	Tue	
10	Wed	
11	Thur	
12	Fri	
13	Sat	
14	Sun	
15	Mon	
16	Tue	

November 2021

17	Wed	
18	Thur	
19	Fri	
20	Sat	
21	Sun	
22	Mon	
23	Tue	
24	Wed	
25	Thur	
26	Fri	
27	Sat	
28	Sun	
29	Mon	
30	Tue	

Diary - December 2021

1	Wed	
2	Thur	
3	Fri	
4	Sat	
5	Sun	
6	Mon	
7	Tue	
8	Wed	
9	Thur	
10	Fri	
11	Sat	
12	Sun	
13	Mon	
14	Tue	
15	Wed	
16	Thur	

December 2021

17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	
22	Wed	
23	Thur	
24	Fri	Christmas Eve
25	Sat	Christmas Day
26	Sun	St. Stephen's Day
27	Mon	Bank Holiday
28	Tue	Bank Holiday
29	Wed	
30	Thur	
31	Fri	New Year's Eve

HEADWAY

Brain Injury Services & Support

Charity Number: CHY 7417



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