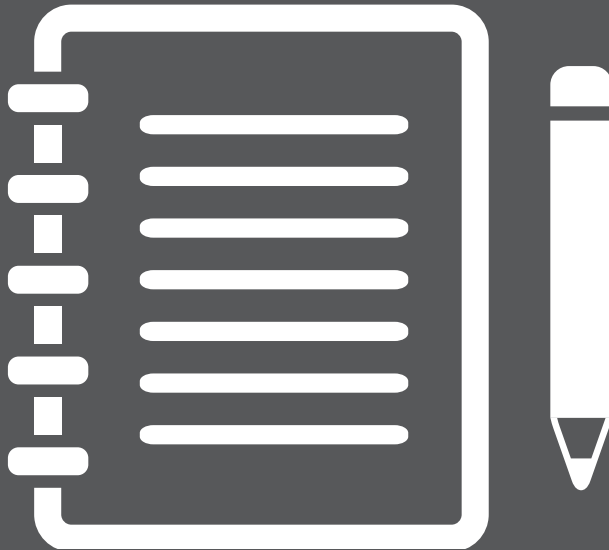


# Organiser diary 2022



## INSIDE:

- 2022 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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from [www.headway.ie/information](http://www.headway.ie/information)

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	
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Note	



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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:



2 pm



3 pm



4 pm



5 pm



6 pm



7 pm



8 pm



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:



1



2



3



4



5



6



Things I need such as equipment or information:



1



2



3



4



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 <input type="checkbox"/> No <input type="checkbox"/>	
Date:	
Added to my diary and calendar? <input type="checkbox"/>	
Added to the next Appointment planner? <input type="checkbox"/>	

# Diary - January 2022

1	Sat	New Year's Day
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	

# January 2022

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 - February 2022

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

## February 2022

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

## Diary - March 2022

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

## March 2022

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

# Diary - April 2022

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	Good Friday
16	Sat	

# April 2022

17	Sun	Easter
18	Mon	Easter Monday
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 - May 2022

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

# May 2022

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

## Diary - June 2022

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

## June 2022

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

## Diary - July 2022

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	

## July 2022

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 - August 2022

1	Mon	Bank Holiday
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	

# August 2022

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	
31	Wed	

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## Diary - September 2022

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	

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## September 2022

16	Fri	
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 - October 2022

1	Sat	
2	Sun	
3	Mon	
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	

## October 2022

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	Clocks go back
31	Mon	Halloween Bank Holiday

---

## Diary - November 2022

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

---

## November 2022

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

## Diary - December 2022

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	

## December 2022

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



# HEADWAY

Brain Injury Services & Support

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**Charity Number: CHY 7417**



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