



## 5 Tips on Discussing Decisions with Family

Caregiving is a huge task alone, and coordinating those efforts with other loved ones and family members can be complicated. Here are 5 tips to try to help you navigate these types of meetings to help them be less stressful and more productive:

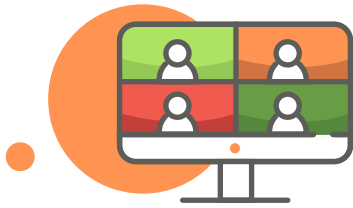
### 1 Attendance call!



Family can mean a different thing for each person, but this meeting should include everyone who would be part of the Caregiver team and the decision making. This could also change based on the topic i.e., if the topic is finances, this may only include immediate family.

- Agree ahead of time with the group who should be involved in influencing which topic.

### 2 Prepping your communication.



Before your meeting, prepare an agenda and distribute it to all who will be attending the meeting so that everyone can gather their thoughts prior to the discussion. You can also make the communication more convenient for all involved by offering flexible meeting options, like video calls, conference calls, or meeting recordings.

### 3 Meeting success.



Host meetings in a safe, neutral place for the entire group. This allows each participant to contribute easier and feel involved in the care coordination planning.

### 4 Family dynamics + challenges.



Family dynamics can be complicated. Remind all participants of the goal of the meeting, refrain from bringing up off-topic subject matters, and include a neutral mediator as necessary.

### 5 Wrapping up.



Make sure everyone is aligned before you finish the meeting by reviewing decisions, action items, owners, and deadlines. Then, send out a recap to the group so everyone can reference the same list.