Client Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Significant Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Plan Made with Therapist/ Trial # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**As we talked about, I need to have an idea of how \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_’ s memory is working outside of the clinic. I will need your help in planning the measurement activities making notes about how well he/she is able to complete them.**

1. Select Setting and Corresponding Memory Tasks: We want to choose setting/ activities that will span at least several hours and that are familiar to the person. We should try and choose a day when things are on “regular” schedule (e.g., you do not have out of town guests and there is not something newly stressful like beginning remodeling project). Listed below are some examples.

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| SETTING | TYPES OF MEMORY TASKS  |
|  Errands in the Community |  1. Remembering to get specific items in the grocery store.2. Remembering to go different places to do errands (e.g., post office, bank machine, fill car with gas).  |
|  Home Projects |  1. Remembering to do certain cleaning or gardening chores.2. Remembering to make phone calls, take pills, do certain correspondence.3. Remembering to take something out of the oven, to move wash to dryer, to tape a t.v. show.  |
| Hobbies |  1. Remembering to do next step in a project after waiting period (e.g., after glue dries can put on decals).  |

**Using the above list of examples, let’s select the setting and tasks you will plan to measure and fill out the form on the following page. Today we will fill out the first two columns and then when you actually do the measurement, you will fill out the last three columns.**

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| Setting Date |  Tasks | If late, approx. how long did he/she need to remember the task before doing it? | How well did he/she perform the task? | Did he/she do anything special (e.g., write reminder notes) to help remember each task? |
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| Setting Date |  Tasks | If late, approx. how long did he/she need to remember the task before doing it? | How well did he/she perform the task? | Did he/she do anything special (e.g., write reminder notes) to help remember each task? |
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| Setting Date |  Tasks | If late, approx. how long did he/she need to remember the task before doing it? | How well did he/she perform the task? | Did he/she do anything special (e.g., write reminder notes) to help remember each task? |
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| Setting Date |  Tasks | If late, approx. how long did he/she need to remember the task before doing it? | How well did he/she perform the task? | Did he/she do anything special (e.g., write reminder notes) to help remember each task? |
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