



PACKING AND TRANSFER HELP

# FOCAF Belongings + Medication Transfer Sheet

A simple handoff sheet for clothing, school items, comfort items, medication, and care needs.

## Start here

- Use this when a child is moving between homes, caregivers, school, childcare, or activities.
- Mark what is going with the child now and what still needs to follow later.
- Keep medication details exact. If something is unclear, confirm it directly with the provider or label.

These pages are designed to help families stay organized, communicate more clearly, and keep child needs in view. Use what fits your situation and leave the rest.

## Common items to check before a transition

- School bag / homework / permission slips
- Coat / shoes / weather gear
- Comfort item / stuffed animal / blanket
- Sports gear / instrument / uniform
- Medication / inhaler / EpiPen / supplies
- Phone / charger / headphones
- Glasses / dental items / hygiene basics
- Schedule note for the next day

## Belongings and care transfer page

Item or category	Sent now	Needs to follow	Condition / note

## Medication or health information

Medication / supply	Dose or instruction	Last given	Next due / note

# Refill page

Date	Who gave / who received	Items transferred	Questions to confirm

What still needs to be sent	When it should be sent	Care / routine note