

## Worksheet for your Poder (Power of Attorney): what to consider

**Poder**, or Power of Attorney, is a document used to appoint someone to make decisions on your behalf should you become incapacitated or cannot communicate. Review the suggestions below and determine what responsibilities you want your Poder to take care of on your behalf. It is important to consult a lawyer who will assist you with developing this document to cover all circumstances that may arise should you be unable to take care of yourself. *NOTE: at time of death, a Poder (Power of Attorney) ceases to be valid and your appointed Poder representative will no longer be able to carry out the duties set out in this document on your behalf.*

	<b>Suggestions</b>	
1.	Make decisions on your behalf a. Medical b. Financial	
2.	The person will have authority to review all your personal, financial and legal records. <b>*** it is important to create a 'Personal File' and put it in a safe place. This file should have all your most important documents and information available in case they are needed in an emergency.</b>	
2.	Authority to use your credit cards to pay for services such as hospitalization, travel expenses	
3	Have access to the funds in your bank accounts to pay outstanding invoices, pay general daily expenses, rent, utilities and other normal expenses.	
4.	Be authorized to sell your property and goods as required to pay for your immediate and ongoing care	
5.	In the absence of a blood relative, make decisions such as the use of pain medication, end of life care	
6.	Have authority to obtain your medical records	
7.	Make decisions for your continued health, comfort, safety, and future welfare. Decisions may include requesting a second opinion, transferring to another institution for care, arranging for release from institution to take you home to die, make arrangements to fly you to your home country for further care.	
8.	Have access to your contact list to advise family and friends of your situation	
9.	Have access to your Will in order to contact your Executor	
10.	Be able to hire appropriate health care and other service persons to assist you.	
11.	At time of death, be able to register with the Ecuadorian and home country authorities, contact Executor (if there is one) to take on the responsibility of processing your Will.	