

**MAKE A PLAN** Families are not always together when emergencies occur. Your emergency plan informs family members how to communicate during an emergency and how to reunite after the emergency is over. It provides alternative methods to connect with family members and provides backup methods to access important documents such as bank, medical/prescriptions and insurance policies.

**Keep written contact information with you at all times.** Use this form to write down your family's emergency plan. Post a copy where family members can see it, and put a copy in your emergency kit.

### Where can you reach your family during an emergency?

Workplace and phone:

School and phone:

Workplace and phone:

School and phone:

**During an emergency, it's often easier to reach family members who live out of town.**

Out of town contact:

Call or text #:

Email:

**Decide on a meeting place if you cannot return to your home.**

Neighborhood meeting place and phone:

Out-of-town meeting place and phone:

**Doctor:**

Phone:

**Medication:**

Dosage:

Prescribing doctor:

**Insurance:**

Phone:

**Medication:**

Dosage:

Prescribing doctor:

**Veterinarian:**

Phone:

**Medication:**

Dosage:

Prescribing doctor:



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To request reasonable ADA accommodations, please contact 703-324-4600, TTY 711.

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