

# My Important Contacts

An emergency preparedness plan should contain information about the person’s home, important contacts, ways to prepare if there is no cell phone service, and where to get help.

Keep an updated list of your important contacts in a central place, such as on the refrigerator, and keep a copy with your emergency supplies. Think about putting it in a sheet protector or laminating it.

If you have a smart phone, program it to help first responders get critical medical information and emergency contact from the Lock Screen, without needing your passcode. Instructions for iPhone and Android users are available online by using search terms “Medical ID iPhone” or “Medical ID Android.”

**Use a computer to fill in the form, or print the form out and write on it. To download this form separately, go to the [NADRC.acl.gov](http://NADRC.acl.gov) website.**

## Personal Information

Name

Preferred name:

Phone:

Address:

Date of birth

Blood type:

Primary language:

## Important Contacts

Occupants in Home:

Occupant	Adults	Children	Pets
Number			
Names			

Contacts:

Contact	Name	Address	Contact number
Trusted neighbor			
Emergency contact			
Alternate emergency contact			
Paid caregiver contact			
Out-of-town contact			

## Emergency Meeting Place

If household members become separated, choose a meeting place. Share this meeting place with at least one other person who doesn't live in the household.

Location:

Special Instructions:

## Important Telephone Numbers

Contact	Phone
Local police department:	
Local fire department:	
Local Red Cross:	
Poison control:	
Primary care doctor:	

Contact	Phone
Closest hospital:	
Dentist:	
Pharmacy:	
Veterinarian:	
Kennel:	

## Utilities

Utility	Provider	Phone number	Account number
Electric company			
Gas company			
Water company			
Cell phone company			
Other			
Other			

## Insurance Provider, Contact, and Policy Information

Insurance	Provider	Phone number	Account number
Medical insurance			
Secondary medical insurance			
Homeowner/rental insurance			
Flood insurance			

## Getting the Assistance You Need

The Red Cross can help you find a nearby shelter, reconnect you with family and friends, and assist with your recovery after an emergency. Find your local Red Cross and learn about available services at <https://www.redcross.org/find-your-local-chapter>.

- To find an open shelter, call **1-800-RED-CROSS** or visit <https://www.redcross.org/get-help/disaster-relief-and-recovery-services/find-an-open-shelter>.
- If you or someone you know has special needs, including dementia, you may also initiate an Emergency Information Request by calling your local [American Red Cross chapter](#) or **1-800-RED-CROSS**.
- The [Red Cross Safe and Well](#) website provides a central location for people in disaster areas to register their current status, and for family and friends to access that information.

The Federal Emergency Management Agency (FEMA) can also help you, and may suggest other resources. Call them at **1-800-621-FEMA** (3362) or TTY **800-462-7585**; 711 or Video Relay Service is available. Or visit them online at <https://www.disasterassistance.gov/>.

FEMA text messages are sent from this dedicated number: **43362** (4FEMA). You can use FEMA's text message program to search for open shelters and open disaster recovery centers in your area and receive safety tips to help you prepare for common disasters.

- To locate an open emergency shelter, text **SHELTER** and a **Zip Code** to **43362**.
- To locate an open Disaster Recovery Center, text **DRC** and a **Zip Code** to **43362**.
- To sign up and receive general information about how to prepare for any type of disaster, text **PREPARE** to **43362**.

[Eldercare Locator](#) (**1-800-677-1116**) connects people and caregivers to local support resources, including dementia-specific services, immediately after an emergency has occurred and later.

If you are a Medicare beneficiary, call **1-800-MEDICARE** for information about

- obtaining a replacement Medicare card
- accessing out-of-network medical care and prescription drugs
- getting cancer treatment and dialysis treatment
- replacing lost durable medical equipment and supplies

**Note: Keep model information of any assistive medical devices and note where the equipment came from.**

## Communication Plan

Develop a communication plan with people you trust, like family members, neighbors, and friends. Be sure to review that plan at least once a year, perhaps during a holiday or other occasion when you get together.

Share your plan with paid care providers, adult day center staff, or any other people who may have regular contact with you and talk with them about providing support during an emergency event. Be sure that support people know important health information about the person living with dementia and how to operate any necessary medical equipment or assistive devices. Work with local police and fire departments to be sure they have up-to-date information about the person living with dementia.

Be aware that cell phone service may be spotty or unreliable and keep a portable phone charger. Consider getting two-way radios or Citizen's Band (CB) radios as another form of communication in case phone lines are down. You may also want to enroll in a care calendar communication website such as [CaringBridge](#), [Lotsa Helping Hands](#), or a smart phone app that will allow for a central way for communicating up-to-date, consistent information to family and friends.

Notes:

