

CREATING YOUR FAMILY COMMUNICATION PLAN

During an emergency situation, it is possible that your family may not be together when it starts or may become separated. Having a communication plan in place beforehand can help save time and reduce anxiety. Make sure everyone knows the details of the plan in advance.

CREATING A PLAN

- Have a predetermined meeting place in the event that your group is separated.
- Choose an out-of-town point of contact for your family, as it is often easier to make long distance calls after a disaster. Make sure everyone knows their name, phone number, and address.
- Have a plan for who is to pick up the children if they are at school or elsewhere
- Create an information card for every member of your family to keep on them. Include contact information, insurance info, and important addresses of established places to meet.
- Practice your emergency plan with your family before a disaster happens.

UTILIZING SOCIAL MEDIA

Your family should know that if telephones are not working, they need to be patient and try again later. However, even if cell service is down you may be able to access social media messaging. Determine two or three social media platforms that your family will use if cell service is down. Many platforms utilize messaging and are key communication tools after disasters. Some examples are:

- GroupMe
- Twitter
- Instagram
- Facebook
- WhatsApp



WRITING DOWN YOUR PLAN

The following Family Communication Card can be used to write down the important parts of your family communication plan. After you fill it out, be sure to cut out the card and create copies for each member of your family. These cards can then be stored in a wallet or backpack to be kept with you at all times so that when a disaster strikes, they are easy to access and reference. In times of stress, you may forget things you would otherwise remember, and having a contact card is also good for children or the elderly who might not be with you at the time. Consider laminating the cards so that they will be less likely to get damaged over time.

FAMILY COMMUNICATION CARD

Out of State Contact: _____
Phone: _____ Email: _____ Address: _____

Meeting Places:
Address #1 _____ Address #2 _____
Address #3 _____

Family Contact Info. (Name and Number)

Insurance:	Primary Care Provider:
Company: _____	Name: _____
Policy Number: _____	Practice Name: _____
Address _____	Address: _____
Phone Number: _____	Phone Number: _____