

# **Family Communications Plan**

***Your family may not be together when disaster strikes, so plan how you will contact one another and review what you will do in different situations.***



Out of Town Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Tel. Number 1: \_\_\_\_\_ Tel. Number 2: \_\_\_\_\_

***Fill out the following information for each family member and keep it up to date.***

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

**Where to go in an emergency.**

*Write down where your family spends the most time: work, school and other places you frequent. Schools, daycare providers, workplaces and apartment buildings should all have site-specific emergency plans.*

**HOME**

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Neighborhood Meeting Place: \_\_\_\_\_

Regional Meeting Place: \_\_\_\_\_

**WORK**

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

**WORK**

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

**SCHOOL**

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

**SCHOOL**

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

**OTHER**

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

**OTHER**

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

<b>Important Information</b>	<b>Name</b>	<b>Telephone Number</b>	<b>Policy Number</b>
Doctor(s):			
Other:			
Pharmacist:			
Medical Insurance:			
Homeowners/Rental Insurance:			
Veterinarian/Kennel (for pets):			

**Other useful phone numbers**

**Emergencies: 9-1-1**

**Village of Skokie Police Non-Emergency number: 847/982-5900**

**Village of Skokie Fire Non-Emergency number: 847/982-5300**

For more information, please contact the Village of Skokie Health Department at 847/933-8252 or visit [www.skokie.org](http://www.skokie.org).