

Travel Emergency Preparedness Checklist

This document is intended to provide the AT with a generalized checklist of things to prepare for prior to traveling domestically or internationally. Whether traveling with a team, for a conference or speaking engagement, study or relocation abroad, this checklist can help one plan for the unpredictable situations one can encounter when traveling. *Click on **bold** items for more information.



Health

- Global health insurance
- Immunizations
- Medications
- Venue EAP and EMS
- Local emergency number and locations
- PPE for interactions
- Local food and water sanitation
- Local hygiene
- Local medical supply availability



Travel

- U.S. Citizens - STEP Program**
- Travel itinerary and insurance
- Cultural competence awareness**
- Conversion apps
- Local driving practices and navigation apps
- Advanced travel and ticket purchases
- NATA International Committee resources**
- Personal travel resources



Safety

- Local embassy
- Crisis preparation**
- Customs
- Screening and boarding considerations
- Local & medical laws
- Legal resources
- Awareness of potential unsafe events
- Awareness of local environmental hazards
- Identify shelters in the area



Financial

- Savings
- Accessible cash with appropriate currency exchange
- Local currency prior to departure
- International banking access and fees
- Travel notices with financial institutions
- Copy both sides of credit/debit cards



Communication

- International calling plan or SD card
- Communication apps
- Language translation apps
- Portable cell phone chargers and appropriate electrical adapters
- Secondary and tertiary person to enact EAP on your behalf if you are unable to do so
- Contact the NATA International Ambassador where you are visiting**



Documentation

- Copies of visas, passport or other important documents
- Hard copy of medical standing orders
- Travel party policy
- Event EAP
- Copy contacts on cell phone and paper
- Emergency contact info to trusted persons back home.