

PREPARE YOUR HEALTH: PAPERWORK

Collect and protect important paperwork, including an Emergency Action Plan, insurance documents, and medical, vital, and immunization records.

THE BASICS:

- Copies of medical documents and advance directives, for example:
 - » Health insurance card
 - » Vaccination and immunization records
 - » Living wills and power of attorney forms
 - » Vital records (e.g., birth and death certificates and adoption records)
- Personal identification, for example:
 - » Passport
 - » Driver's license
 - » Social Security card
 - » Green Card
- A current **emergency Care Plan** with information about how to best care for your child with special healthcare needs.
- User manuals, model and serial numbers, and contact information for the manufacturer of medical devices, like blood glucose meters and nebulizers.



QUICK TIPS:

- Keep an **up-to-date list of all prescription medications**, including dosage amounts and names of the generic equivalents, and known allergies.
- Save electronic copies of important papers in a **password-protected format** to a flash or external hard drive.
- **Store flash drives and hardcopies** of important papers in a fireproof and waterproof container or safe, with a trusted friend or relative, or in a safety deposit box at a bank.
- **Pet owners:** Make copies of **important veterinary paperwork** such as a rabies certificate, vaccination records, prescriptions, and a recent photograph of your pet(s).
- Use the **Blue Button (if available)** to securely view, print, and download personal health data to a personal computer, external hard drive, or safe place in case of an emergency.