

Travel Checklist

Emergency Information

► **Complete and take the following information with you when you travel with your child.** This information needs to be quickly available in case your child has a medical emergency.

1. **A copy of the Doctor's Plan of Treatment for your child.** Ask the doctor for a copy if you do not have one.
2. **Statement of Medical Necessity (SMN) signed by your child's doctor.** Ask your PHS clinician for a copy.
3. **Name and phone number of your child's doctor(s)**

- _____
Name _____ Phone Number _____
- _____
Name _____ Phone Number _____
- _____
Name _____ Phone Number _____
- _____
Name _____ Phone Number _____

4. Local Hospital

Name _____
Address _____
Phone Number _____

5. Regional Hospital (if you're not going to a big city)

Name _____
Address _____
Phone Number _____

6. Local provider of home medical equipment for children

Name _____
Address _____
Phone Number _____

7. Local provider of oxygen

Name _____
Address _____
Phone Number _____

8. Pharmacy

Name _____
Address _____
Phone Number _____

Travel Checklist

Air Travel

- ▶ **Call the airline** about your child's medical support needs *before* buying a plane ticket. Describe:
 - The type of equipment your child needs to use during the flight.
 - Any emergency back-up equipment or supplies you must have with you in the plane's cabin.

- ▶ **Know the airline rules.**

Each airline has separate rules about medical support equipment and supplies. For example, the airline may require that:

 - You have a signed doctor's order to use medical equipment or supplies during a flight
 - Your child's doctor sign the airline's own Physician Statement
 - Your child's equipment and supplies meet size and space requirements
 - All equipment has enough battery power to work during the entire flight
 - Manufacturer manuals for all equipment say that equipment is safe to use during air flight
 - You use a portable oxygen concentrator for oxygen therapy on the plane
 - All medicine must be in the original container with label attached

- ▶ **Know where to find electrical outlets.**
 - Contact the airport terminals where you are departing and arriving to find out where electric outlets are located to plug in your child's equipment.
 - Ask the airline you are using if you are unable to find the airport phone numbers.

Travel Checklist

Equipment

► **We strongly recommend that you have back-up equipment available where you will be staying.**

1. Pack and bring the back-up equipment with you OR
2. Ship the back-up equipment yourself OR
3. Contact medical supply companies where you will be staying before you leave home to make sure back-up equipment can be provided.
 - Make sure the company serves children. Most home care and medical equipment companies serve only adults.
 - Contact a local hospital where you will be staying if you cannot find the names of local medical supply companies.

► **Make sure the equipment you ship arrives safely.**

1. Use a shipping box that is only slightly larger than the equipment.
NOTE! Call PHS if you need a shipping box.
2. Surround the equipment with packing material to protect the equipment and prevent it from moving inside the box.
3. Tape box tightly closed.

► **Use this checklist** to remember the equipment you must carry with you and the equipment you *must arrange* to have available where you will be staying.

Emergency Supplies

- Emergency bag (fully stocked)
- Resuscitation bag and mask

Suction

- Portable suction machine with AC power cord and DC power cord
- Stationary suction machine
- Delee suction catheters

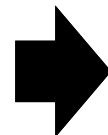
Neb (Nebulizer)

- Neb machine
- Back-up neb machine
- Neb kits and mask

Oximeter

- Oximeter
- Back-up oximeter

Equipment Checklist
continued on back



NOTE! See the **PHS Supply Sheet** for supplies you *must* take for the equipment listed below.

Travel Checklist

Equipment

► Use this checklist [continued]

Oxygen

- Oxygen tanks
- Oxygen regulators, wrench, washers, carrying bag or cart
- Oxygen concentrator
- SeQual oxygen concentrator
(if traveling by airplane)

NOTE! You must pay for the oxygen tanks and any delivery fee at the time you receive the tanks. Submit the charges to your insurance company. PHS does NOT bill your insurance for supplies you receive from another company.

Apnea Monitor

- Apnea monitor, patient cable, and AC power cord
- Back-up apnea monitor, patient cable, and AC power cord

Airway Pressure Monitor

- Airway pressure monitor
- Back-up airway pressure monitor

Ventilator/CPAP/BiLevel/Heat & Humidity

- Machine and AC power cord
- Back-up machine and AC power cord
- DC power cord and battery adapter cable
- External batteries
- Battery charger
- Test lung

End Tidal Monitor

- End tidal monitor
- Back-up end tidal monitor

Cough Assist

- Cough assist
- Back-up cough assist

Vest

- Vest machine and vest
- Back-up percussor or palm cups

Percussor

- Percussor
- Back-up palm cups

Fisher & Paykel Humidifier

- Humidifier
- Back-up humidifier
- 2 Temp probes
- 2 Pigtails

Feeding Equipment

- Food pump and AC power cord
- Back-up food pump and AC power cord
- Gravity feeding bags
- Back-up feeding tube

IV Equipment

- IV pump
- Back-up IV pump
- Emergency kit

Other

- _____
- _____
- _____

Travel Checklist

Supplies

- ▶ Use the PHS Supply Sheet to identify supplies your child *must have* during your travels.

IMPORTANT! Carry with you enough formula and supplies for 24 hours.

- ▶ **Shipping Supplies**

1. Pack and bring needed supplies with you *OR*
2. Ship supplies yourself to where you will be staying *OR*
3. Ask PHS to ship your child's disposable supplies anywhere in the United States except Hawaii and Alaska. **NOTE!** Contact PHS *at least 5 business days* before you leave home.



Date you want supplies to arrive:

Month and Day (Example: May 10)



Date by which you must contact PHS to ship supplies:

Month and Day (Example: May 1)



Address to which you want PHS to ship supplies:

C/O _____

First Name

Last Name

Street Address

City

State

ZIP Code

4. *If supplies are being shipped*, notify someone at the shipping address that boxes of supplies addressed to you will be arriving.

Travel Checklist

Medicine

► Carry a list of ALL medicine your child takes.

You need this in case your child goes to the emergency room or hospital, or in case the medicine is lost.

- Include medicine name, dose and how often to give the medicine.
- Include information on medicine your child takes only as needed (PRN).
- **IMPORTANT!** Carry with you enough formula and supplies for 24 hours.

► Use this checklist to remember the medicine and supplies you must bring with you.

By Mouth (Oral)

- _____
- _____
- _____

Skin (Topical)

- _____
- _____
- _____

IV (Intravenous)

- _____
- _____
- _____

Emergency Drugs (Example: EpiPen®)

- _____
- _____
- _____

Feeding Tube (Enteral)

- _____
- _____
- _____

Neb (Nebulizer)

- _____
- _____
- _____

Bladder and Bowel Flushes

- _____
- _____
- _____

Supplies

- Syringes
- Q-Tips
- Med Cups
- Dressings (bandages and tape)