

Section C-1 Family Member Readiness

The contents of this Toolkit have been developed to assist you in your efforts to support family readiness. Every effort has been made to ensure that the information provided is current and accurate. However, because statutory and regulatory changes may have occurred since the publication of this Toolkit, the Office of the Assistant Secretary of Defense for Reserve Affairs cannot assume responsibility for its continued accuracy. Before taking any significant action based on the contents of this Toolkit, you should contact your Family Readiness Program representative or legal officer, as appropriate, to secure the most current information.

**Unit Information & Family
Emergency Notification**

Family Member Readiness

Unit Information and Family Member Emergency Notification

It is important to have a list of important telephone numbers ready at all times. It is extremely helpful when your spouse is deployed or away at training, but it is also beneficial for day-to-day living. There is a complete Unit Emergency Information form in the Service Member TAB, Section B-4, designed specifically for military unit information. There are additional telephone numbers that you should have easily accessible for emergent situations involving your family.

Use this as a guide and develop your own emergency notification list. Show it to your family members, close friends, and neighbors. Most importantly, keep it up-to-date!

Emergency

Fire Station: _____

Police: _____

Hospital (closest location, and closest military hospital): _____

Poison Control Center: _____

Emergency Contact Person (family member, neighbor): _____

Number: _____(W) _____(H)

Personal

Employer (name, address, supervisor's name, and telephone number): _____

Spouse's Employer (name, address, supervisor's name, and telephone number): _____

Military Unit (name and address): _____

GUARD & RESERVE FAMILY READINESS PROGRAMS TOOLKIT

Unit Point of Contact: (Telephone Number, Commander/Officer in Charge; Command Chief/First Sergeant; Supervisor): _____

Telephone Number: _____(W) _____(H)

Family Readiness Program or Key Caller: _____

Telephone Number: _____(W) _____(H)

Family Service Center: _____

Child Care (name, location, and telephone number): _____

Schools:

Name	Location	Telephone number	Teacher or Guidance Counselor

Doctors (name, location, and telephone number): _____

Dentist (name, location, and telephone number): _____

GUARD & RESERVE FAMILY READINESS PROGRAMS TOOLKIT

Veterinarian: _____

Other important numbers: _____

Emergency Notification (if spouse is deployed or away at training):

If an emergency arises in the family (death, car accident, severe illness), contact:

- Spouse's military unit (Rear Detachment Commander, Family Readiness Program, Family Readiness Group (FRG) Coordinator)

Telephone number:

- American Red Cross

Telephone number:

Provide the following information:

- Service member's full name and social security number
- Nature of emergency
- Telephone number and contact information