



Safety Plan for Student Group Travel

Submit to: muellemr@musc.edu

Take this form with you when you travel

Group Travel Information

Department/College Name: Click here to enter text.	Faculty/Staff <input type="checkbox"/> Trainee/Student <input type="checkbox"/>
Leader Name: Click here to enter text.	Daytime Phone: Click here to enter text.
	Email: Click here to enter text.

Destination (Countries and cities): [Click here to enter text.](#)

Departure Date: [Click here to enter a date.](#) Return Date: [Click here to enter a date.](#)

Provide the names of accompanying MUSC faculty/staff/student travelers (if any):
[Click here to enter text.](#)

Describe the planned activities of your travel (include academic and/or business): [Click here to enter text.](#)

Students: MUSC Advisor or Department Contact
 Name: [Click here to enter text.](#) Email: [Click here to enter text.](#)
 Title: [Click here to enter text.](#) Phone: [Click here to enter text.](#)

Country Specific Emergency Contact Information

Address of Nearest U.S. Embassy or Consulate: (or provide for your country of citizenship) http://www.usembassy.gov/ (Citizen Services) Click here to enter text.	Embassy Main Phone (include country + city code): Click here to enter text. Emergency After Hours Phone (include country + city code): Click here to enter text.
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Do you have the correct Embassy/Consulate contact information for any non-U.S. travelers? Yes <input type="checkbox"/> No <input type="checkbox"/>	If not, do you need assistance obtaining this information? Yes <input type="checkbox"/> No <input type="checkbox"/>
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Emergency Contacts (Please provide all phone numbers as if one were dialing from the U.S.):

U.S. Emergency Contact Name: Click here to enter text.	Cell Number (country + city codes): Click here to enter text.
Email: Click here to enter text.	Work Number: Click here to enter text.
Address: Click here to enter text.	Relationship: Click here to enter text.
Local (On-site) Emergency Contact Name: Click here to enter text.	Cell Number (country + city codes): Click here to enter text.
Email: Click here to enter text.	Work Number Click here to enter text.
Address: Click here to enter text.	Title: Click here to enter text.
MUSC Contact Name: Click here to enter text.	Cell Number (country + city codes): Click here to enter text.
Email: Click here to enter text.	Work Number Click here to enter text.
Address: Click here to enter text.	Title: Click here to enter text.

Provide emergency contacts for three group members

U.S. Emergency Contact Name: Click here to enter text.	Cell Number (country + city codes): Click here to enter text.
Email: Click here to enter text.	Work Number: Click here to enter text.
Address: Click here to enter text.	Relationship: Click here to enter text.
U.S. Emergency Contact Name: Click here to enter text.	Cell Number (country + city codes): Click here to enter text.
Email: Click here to enter text.	Work Number: Click here to enter text.
Address: Click here to enter text.	Relationship: Click here to enter text.
U.S. Emergency Contact Name: Click here to enter text.	Cell Number (country + city codes): Click here to enter text.
Email: Click here to enter text.	Work Number: Click here to enter text.
Address: Click here to enter text.	Relationship: Click here to enter text.

City/Country 911 Emergency Number abroad: [Click here to enter text.](#)
http://studentsabroad.state.gov/content/pdfs/911_ABROAD.pdf
 International SOS: www.internationalsos.com

Communication: Please complete ALL methods that you plan to have access to while traveling:

U.S. Cell phone number(s): [Click here to enter text.](#) Have you confirmed this will work in your destination?
Yes No

Do you plan to purchase a local cell phone? Yes No

If yes, provide local phone number Address and update appropriate Travel Registry information [Click here to enter text.](#)

In-country phone numbers (i.e. hotel, colleague): [Click here to enter text.](#)

Satellite Phone Number: [Click here to enter text.](#) Alternate Email(s): [Click here to enter text.](#)

Do you anticipate **not** having regular access to phone or Email Communication? Yes No

Do you plan to maintain regular communication with a MUSC Faculty or Staff member? Yes No

If yes, with whom and how often? [Click here to enter text.](#)

Country Specific Health and Safety

1. What are the specific health and safety risks at your destination(s)? Resources include, but are not limited to:
CDC: <http://wwwnc.cdc.gov/travel/destinations/list.htm> ISOS Insurance: <http://internationalsos.com>
State Department Travel Warnings: http://travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html
State Department Country Profiles: http://travel.state.gov/travel/cis_pa_tw/cis/cis_4965.html
[Click here to enter text.](#)

2. What strategies will you and the group take to mitigate these specific health and safety risks? [Click here to enter text.](#)

3. Have all travelers received all recommended vaccinations for travel to this destination(s)? Yes No

If not, what is the anticipated date to ensure that all travelers have received the recommended vaccinations? [Click here to enter a date.](#)
CDC: <http://wwwnc.cdc.gov/travel/destinations/list.htm>

4. Local language(s) at your destination: [Click here to enter text.](#)
Is anyone in your group proficient in the local language? Yes No

5. Please describe group leader's experience (i.e., previous travels to this destination, past leadership roles abroad): [Click here to enter text.](#)

In Case of an Emergency While Traveling Outside of the United States

Contact ISOS Insurance +1-215-942-8478 (Call collect; 24/7 for emergencies)
MUSC International SOS Member number 11BCAS084634
Personal Safety / Crime Contact Embassy Emergency After-Hours Phone (see page 1)

Additional Travel Planning Resources

International SOS <http://www.internationalsos.com>
U.S. Department of State Website <http://www.travel.state.gov>
CDC Website (vaccines/health) <http://www.cdc.gov>
World Health Organization <http://www.who.int>
Overseas Security Advisory Council www.osac.gov
Search by country to access Crime and Safety Reports which include country-specific emergency contacts
Smart Traveler Enrollment Program <https://travelregistration.state.gov/ibrs/ui/>
Register your travel with the U.S. State Department who can provide assistance during emergencies