

Preparedness 101

A checklist for you and the people who care for you

1 Who Can Step In

- ☐ Choose a point person (spouse, adult child, trusted friend, etc.)
- ☐ Add that person to HIPAA authorization forms for your medical offices/clinics where appropriate

2 Important Contact Info

- ☐ Ask your care team when to call the office and when to call 911
- ☐ Find out where to direct routine questions: the main office, nurse line, patient portal, or another contact
- ☐ Save your cardiologist's and electrophysiologist's office numbers
- ☐ Save your device clinic's number, if separate
- ☐ Save the after-hours or answering-service number
- ☐ Set up your patient portal and learn how to use it
- ☐ Carry your device ID card and important contact numbers at all times

3 Program the Phones

- ☐ Save your care team's numbers in your phone
- ☐ Save those numbers in your emergency contact's phone, too
- ☐ Complete the Medical ID or emergency information on your phone and make sure it can be accessed from the lock screen

4 App & Monitor

- ☐ Set up your device's phone app or bedside monitor
- ☐ Learn what the basic status messages and indicators mean
- ☐ Learn how to send a transmission if your doctor or device clinic requests one

+ Other / Add Your Own

- ☐ _____

5 Emergency Binder

- ☐ Record your device type, manufacturer, model, and implant date
- ☐ List your doctors and specialists, along with their phone numbers and office addresses
- ☐ List your device clinic's phone number and address, if it's separate
- ☐ Keep an up-to-date medication list with names, doses, and schedules
- ☐ Write down your care team's instructions for when to call the office and when to call 911
- ☐ List your emergency contact's name and phone number
- ☐ Keep a copy in your car's glove compartment

6 Device Alerts

- ☐ Find the alert-sound guide for your specific device, or ask your care team to help you locate it
- ☐ Keep the guide in your binder, or bookmark the appropriate webpage or video
- ☐ Save the customer-support number and website for your device manufacturer

7 Medical ID Accessories

- ☐ Consider wearing a medical ID bracelet or pendant when alone, traveling, or away from people who know your medical history
- ☐ Include your device type, medical condition, and emergency contact info

8 CPR & AED Ready

- ☐ Caregivers and loved ones: take a CPR class or watch a refresher video
- ☐ Ask your care team to explain the specific safety guidelines for using an AED on someone with an ICD/pacemaker/other implanted device

+ Other / Add Your Own

- ☐ _____