

Be Prepared



Pre-departure

Whether you are going on international assignment for the first or tenth time, you still need a little assistance in making sure you have everything taken care of before you leave. And that's exactly what the "Be Prepared" series is designed to do.

Think of "Be Prepared" as the concierge service for globally mobile individuals getting ready for an assignment. We'll make sure you and your family have all the information you need for a happy, healthy experience.

Now, let's start with the basics.



Important Documents

Information is power. So it's in your best interest to be sure all of your important information is up to date – and ready to travel with you.

See your doctors to have your health documents updated, renewed and reauthorized. And don't forget about the non-medical issues. Make sure important travel and ID documents are up to date, too.

Documents You'll Need	
Medical	Travel
<ul style="list-style-type: none">• Copies of your medical records• A record of past surgeries, diagnoses and medications (names/dosages)• Copies of X-rays, MRIs, CT Scans, etc. (Easily stored on a thumb drive or DVD)• Blood type, blood group and Rh factor• List of all allergies – include medicine, foods, seasonal, etc.• Vaccination history• International Certificate of Vaccination for Yellow Fever (yellow card, if necessary)• Your Cigna ID card – be sure to make a copy of both sides	<ul style="list-style-type: none">• Passports• Birth certificates• Visas and work permits• Marriage certificate (if applicable)• Home Address• Emergency and Employer Contact information

Immunizations

When you're at the doctor's office getting your records, be sure to ask about immunizations. You will need to be sure you are up to date in the U.S. and the country you'll be working in. Some tips:

- Be sure to get your vaccines 4-6 weeks before you leave. They need time to become effective in your body.
- Different countries have different vaccination requirements. To find out what other vaccines you'll need, go to the Centers for Disease Control Web site at cdc.gov.
- Ask your U.S. doctor if you need to schedule an appointment to get boosters once you are on assignment.
- If traveling to countries where exposure to malaria or other diseases may be common, ask your doctor how to best prevent it.

Photograph both sides of
your Cigna ID card and store
the pictures on your phone.

Medications

Before you leave, get 6 – 12 months' worth of all of the prescriptions you take regularly. It's covered under most Cigna plans. It's also a good idea to learn if the medications you use are available in the country you're assigned to.

- Go to CignaEnvoy.com to learn the generic and local brand names. You can also find out if they are available in your assignment country.
- When traveling, leave your medications in their original containers and place them in your carry-on luggage.
- If you are hospitalized, the International Service Center can also provide guidance from doctors and nurses with detailed knowledge of the country you're in.
- If an emergency does arise, contact Cigna from the hospital or doctor immediately after the situation is stabilized. We'll coordinate your care moving forward.
- When possible, choose private hospitals over public ones. They tend to have better care and more reliable ambulance service.
- Many employers choose to add emergency evacuation services to your list of benefits. Ask your employer if it's included in your plan.

Medical Emergencies

Picture it: you arrive at your new job in a new country and get the stomach flu during your first week. Or your son sprains his ankle running around a new neighborhood. These things can happen. How can you best be prepared?

- Familiarize yourself with the local health care and emergency response systems in your host country before you go.
- If a situation arises and you don't know what to do, contact the International Service Center using the number on the back of your Cigna ID card. We can help you avoid wait times and unnecessary out-of-pocket costs.

Not every medical issue is an emergency, but you may need some medical assistance during your assignment. We'll do our best to help you either way.

We're here for you. Anytime.

Whether you're still at home planning your departure or already in your new country, rest assured knowing that Cigna has you covered.

Contact the International Service Center 24/7/365 using the number on the back of your Cigna ID Card. Or, send secure e-mails through CignaEnvoy.com. Whatever is easier for you.

More Tips

- Make your life easier and get an electronic health record. You'll need to bring physical copies of your records, but now is the perfect time to go electronic. Go to myPHR.com to learn more. It's free.
- Use the translation tools on CignaEnvoy.com to translate common medical terms and drug names.
- Be sure to stock up on your favorite health and beauty brands – particularly over-the-counter medications – and bring them with you. They may not be available or may come in different formulations in your country of assignment.
- Before leaving, do some research on CignaEnvoy.com to find three essentials at your destination – nearby doctors, pharmacies and hospitals.
- Make a list of your preferred doctors and hospitals in the *local language* and keep it with you at all times. Include your blood type, allergies and the name of your emergency contact.
- Enter the name and number of your emergency contact in your mobile phone under the name "ICE" or "In Case Of Emergency." International health care providers, police officers, etc. are familiar with the term "ICE."

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