

Deployment: Family Preparation Checklist



While deployments are never easy on your family, there are steps you can take to ease some of the stress and plan ahead. A carefully prepared and executed pre-deployment checklist can save you and your family undue strain and duress.

Financial

- Take a quick, financial assessment on usaa.com.
- Discuss all financial accounts with your servicemember. Do you have a Power of Attorney? Can you act on their behalf if necessary?
- Notify creditors that may offer deployment benefits.
- Find out if the Servicemembers Civil Relief Act applies? Contact your installation Legal Assistance Office for additional information.
- Do you have all account numbers and phone numbers for financial institutions?
- Set up a folder to hold receipts and financial documents.
- Know all financial and computer passwords.
- Discuss how bill paying and managing the bank account will be handled. How will your servicemember withdraw money if needed during deployment? How will that deduction be recorded?
- Set up automatic deposit and electronic payment services.
- Discuss budgets for home and deployment expenses.
- Establish a financial account for emergency situations.
- Check to see if your service member has enrolled in the Thrift Savings Plan.
- Make sure DEERS is up-to-date.
- Verify TRICARE® status.

Personal

- Make sure you know how to reach your servicemember while deployed.
- Have a list of repair facilities on-hand.
- Set-up an emergency communication plan between you and your servicemember (such as a relative or friend) to contact in the event you cannot reach each other.
- Discuss emotional concerns with family members.
- Work, volunteer, take up a hobby to help pass the time.
- Exercise.
- Set aside quiet time for yourself.
- Prioritize your household tasks.
- Write or e-mail your servicemember on a regular basis.
- Become active with Family Readiness groups.
- Join your unit's family support group. It offers a variety of activities such as family trips, workshops and self-help groups.
- Join a faith-based group.
- Contact organizations such as the USO or your Family Service Center for educational and recreational programs for military spouses and their families.

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Children and Separation

- Make sure your children understand the separation.
- Notify your child's school of a deployed family member.
- Plan for communication between children and the deploying servicemember.
- Encourage children to ask questions and express their feelings.
- Arrange for access to base agencies, if needed.
- Before departure, make a family video.
- Pre-record bedtime stories.
- Make letter writing and e-mailing a fun activity. Color pictures and add to e-mail messages.
- Create a family picture collage.
- Talk to your child before the deployment and involve them in the preparations.
- Encourage them to share their feelings.
- Post a geographical map with the deployment location.
- Provide a way for them to measure the separation time: calendar, diary, paper chain, etc.
- Keep to your normal routines, to include mealtimes, bedtimes, play dates or whatever they are used to.
- Keep to the rules of the house, don't let discipline slip with the absence of a spouse.
- Encourage children to write letters, send e-mails, or make taped messages or pictures.
- Talk about your deployed servicemember in daily conversation so children continue to feel connected.
- Let children participate with household chores and tell them how important their participation is to the family.

Emergency Plans

- Know the location of important papers
- Set-up an emergency family communication plan
- Consider a home warranty protection plan
- Consider a roadside assistance protection plan

Prepare a Household Emergency Kit:

- | | | | |
|-------------------------------------|--|--|--|
| <input type="checkbox"/> Flashlight | <input type="checkbox"/> First-aid kit | <input type="checkbox"/> Extra batteries | <input type="checkbox"/> Electrical tape |
| <input type="checkbox"/> Candles | <input type="checkbox"/> Fire Extinguisher | <input type="checkbox"/> Matches | <input type="checkbox"/> Bottled water |

Prepare a Roadside Emergency Kit:

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Flares | <input type="checkbox"/> First-aid kit | <input type="checkbox"/> Spare tire | <input type="checkbox"/> Ice scraper |
| <input type="checkbox"/> Jack | <input type="checkbox"/> Blanket | <input type="checkbox"/> Maps | <input type="checkbox"/> Tool kit |
| <input type="checkbox"/> Spare batteries | <input type="checkbox"/> Flashlight/lantern | <input type="checkbox"/> Jumper cables | <input type="checkbox"/> Bottled water |
| <input type="checkbox"/> A way to reach help (cell phone or calling card) | | | |

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IMPORTANT PHONE NUMBERS

- Police _____
- Fire Department _____
- Hospital _____
- Doctor _____
- Pediatrician _____
- School _____
- Babysitters or Childcare _____
- Veterinarian _____
- Installation Chaplain _____
- Air Conditioning/Furnace _____
- Cable Service _____
- Computer Assistance _____
- Electrician _____
- Gas and Electric _____
- Home Security _____
- Plumber _____
- Septic Tank _____
- Well Pump _____
- Automobile Repair Facility _____
- Base/Post Commander's Office _____
- Family Center _____
- Family Support Group _____
- Lawyer/Legal Aid _____
- Family Readiness Group _____
- Ombudsman _____
- American Red Cross _____
- Youth Center _____

Others:

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FOR DEPLOYMENT ASSISTANCE: CALL USAA at 1-877-2DEPLOY (33-7569).