



Emergency Financial First Aid Kit (EFFAK) Overview

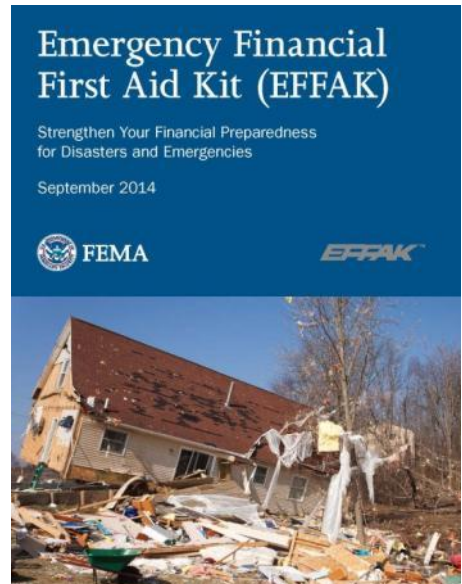
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FEMA

EFFAK Overview

- ★ Following an emergency, having your personal documents and contact information easily available can make your recovery quicker and less stressful
- ★ The EFFAK is a tool to collect and secure important personal information in a central location
- ★ The EFFAK is a useful tool for:
 - all income levels and
 - whether you live alone or with many others
- ★ Available online at www.ready.gov/financialpreparedness or www.operationhope.org; or by calling FEMA at (800) 480-2520 (ask for document #532)



EFFAK Contents

- ★ Four sections with a checklist and forms to help you collect:
 - Household Identification
 - Financial and Legal Documentation
 - Medical Information
 - Household Contacts

Checklists and forms can be filled out online and saved electronically!

Checklist of Important Documents: Personal and Family Information					
TYPE OF DOCUMENT	HAVE	NEED	N/A	DATE ADDED/ UPDATED	TIPS AND LINKS
IDENTIFICATION DOCUMENTS					
Driver's license	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Photocopy front and back
Other photo ID	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Photocopy front and back
Birth certificate(s)/ adoption papers/ child custody documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		You can obtain copies of birth, adoption, death, marriage, and divorce certificates from your state health or social services administration office for a minimal fee. The Centers for Disease Control and Prevention (CDC) maintains a state-by-state contact list at: www.cdc.gov/nchs/w/cw.htm .
Marriage license	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Divorce license	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Social Security card(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		If you need a new card or a replacement card, call your local Social Security Administration (SSA) office for assistance at (800) 772-1213 and tell the operator where you live. To locate a nearby office, visit: https://secure.ssa.gov/apps6a/FOLO/e001.jsp .
Child identity cards/ dental records/ DNA swabs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Ensure that you have your children's identification records, including recent photographs, child identity cards with fingerprints, dental records (typically stored by dental care providers), or DNA swabs.

RESIDENCE

Address _____ Apt. _____

City _____ State _____ ZIP _____

Home Phone _____ Cell Phone _____ Work Phone _____

Email _____ Other _____

YOUR EMPLOYMENT INFORMATION

Company/Firm _____

Address _____ Suite _____

City _____ State _____ ZIP _____

EFFAK Contents

★ Tips on:

- Safeguarding important information
- What to do in the event of a disaster or emergency
- How to support community resilience



Household Identification

★ Types of information:

- Photo ID
- Birth certificate
- Social security card
- Military service
- Pet ID tags

★ Purpose:

- Prove identity of household members
- Maintain or re-establish contact with family members
- Maintain contact with employers
- Apply for FEMA disaster assistance



**Be sure to update your
EFFAK when your
household information
changes!**

Financial and Legal Documentation

★ Types of information:

- Housing payments
- Insurance policies
- Sources of income
- Tax statements



★ Purpose:

- Identify financial records and obligations
- Re-establish financial accounts
- Maintain payments and credit
- Provide contact information for financial and legal providers
- Apply for FEMA disaster assistance

Medical Information

★ Types of information:

- Physician information
- Copies of health insurance cards
- Immunization records

★ Purpose:

- Provide doctors with health information if medical care is needed
- Ensure existing care continues uninterrupted



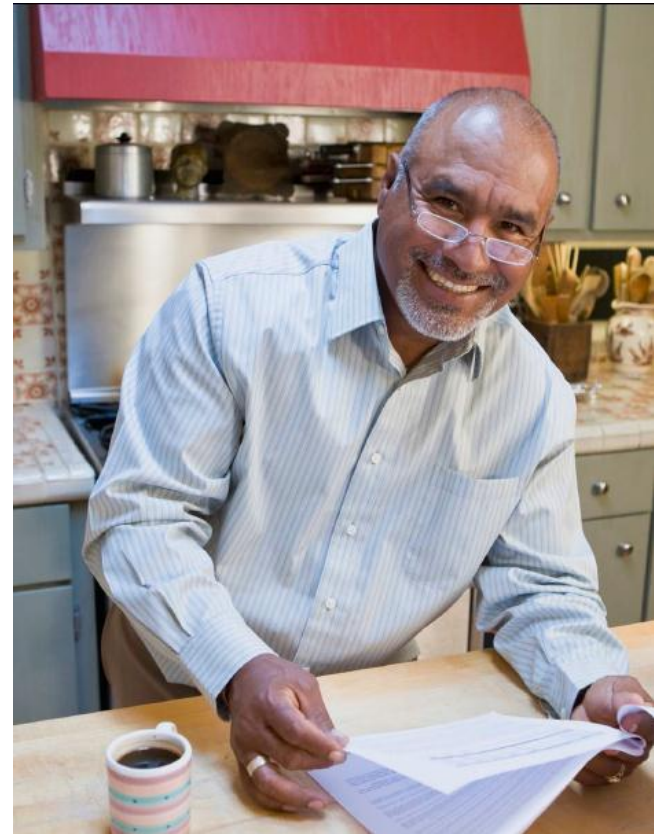
Household Contacts

★ Types of information:

- Banking institutions
- Insurance agent
- Health professionals
- Service providers

★ Purpose:

- Provide contact information for actions to start recovery, such as contacting the insurance company, or contacting utilities about outages and restoration



Joint Publication of Operation Hope and FEMA

Operation HOPE, Inc.



- ★ Provides financial emergency preparedness and recovery services throughout U.S.
- ★ Provides pre-disaster preparedness planning and financial and economic assistance
- ★ <https://www.operationhope.org/hope-coalition-america>

FEMA Citizen Corps



- ★ Brings community and government leaders together to engage whole communities in disaster preparedness and response planning
- ★ Provides local outreach, training, and volunteer opportunities
- ★ <http://www.ready.gov/citizen-corps>