I. **Questions to ask yourself before you start**

A. When leaving the house, will you need a 2\textsuperscript{nd} person to assist you with your PWD (person with dementia)? If so, find someone to help – family, friend, or a professional caregiver.

B. Do you need someone else to drive? Consider using a cab, Uber, Lyft Concierge, mass transit and/or medical transport. RASP (Roseville Area Senior Program) offers medical rides with volunteer drivers and has the Shuttle Bus that offers rides in the Roseville area. Here are some travel services:

- RASP Shuttle Bus: 651-604-3520
- Volunteer Medical Rides (RASP): 651-604-3520
- Metro Mobility: 651-602-1111
- Transit Link: 651-602-5465
- Lyft: www.lyft.com or smart phone app
- Uber: www.uber.com or smart phone app
- GoGo Grandparent monitors and customizes Uber’s and Lyft’s service to allow for rides by phone: 855-464-6872 or www.gogograndparent.com. Rides can be pre-scheduled.
- Roseville A/D Program: *To Drive or Not to Drive* video link: http://www.cityofroseville.com/3128/RSVL-AD-Video

C. Do you need medications for your PWD? Order medications early for extended stays.

D. Do you need to bring or rent a walker, cane, wheelchair, scooter or oxygen?

E. Will you be bringing a pet or need to make arrangements for animal care?

F. Try to keep surroundings similar. For example, when grocery shopping go to a store that is familiar to your PWD.

G. Bring a current picture of your PWD or take a picture each day when clothing has changed. Smart phones are ideal for this.

H. Take a picture and save to your phone, and keep hard copies with you of: Emergency Contact Cards, Emergency Travel Medical Forms and list of your emergency contact(s).

I. Take a picture of Rx bottles so all information shows (drug name, amount, frequency, pharmacy name and number) or make a list. Include a list of doctors and contact information.

J. ID bracelet: You and your PWD should wear identification bracelets. This may be engraved, USB (digitally stored data) and/or GPS (location finder) or registration system. http://mn-roseville2.civicplus.com/2731/Safety-Tips.

II. **Preparing for local/short trips or extended travel.**

A. Allow extra time and plan to leave early.

B. Set realistic expectations. Take into consideration their energy level, mobility/gait, behavior, nutrition, medication, and toileting needs (ex.: Depends/absorbent underwear, monitoring fluids and frequent stops).

C. Wear comfortable clothes, and comfortable and sturdy shoes.

D. Have a backup plan and be flexible. This will assist both of you in remaining calm.
E. Prepare for quiet/tranquil spaces. Consider bringing ear plugs and digital music and/or movies, and headphones to create a calming effect. **Memory Minders: A Kit for Caregivers** are now available at Ramsey County Libraries in Roseville and Shoreview, and interlibrary loan. They are designed to assist caregivers with interactive activity for use with those with memory loss.

F. Consider traveling shorter distances each day.

G. Prepare to be with your PWD constantly and consider having a travel companion (family, friend or agency care partner).

H. For extended travel, include your PWD in the planning. Have a trip itinerary and share it with family or friends. Give one copy to your PWD. Consider packing a light bag of non-essentials for your PWD to carry so he/she will feel included and responsible.

I. Remember to bring your **Memory Minders: Travel Kit** with Temperature Sensitive Travel Bag and Document Travel Bag.

J. Some considerations for airline travel.
   - If using a travel agent, make sure she/he knows all special needs.
   - Inform the airline you are travelling with a PWD. You may want to request early boarding, a wheelchair, transportation upon arrival, help getting on and off the plane or with stowing carry-on baggage. Don’t forget to make transportation arrangements to and from the airport.
   - Consider extra leg room, and what will give the PWD more comfort: window, aisle or middle seat. Being close to the lavatory may be a benefit or a disturbance.
   - Be aware of security needs such as pat down procedures, security required photo ID, liquids bag and TSA screenings.
   - If possible, limit air travel time to four hours or less. In this regard, you know your PDW best.

K. If you are staying at a hotel, let the staff know about the needs of your PWD and explain some of the possible difficulties you think you might encounter. Consider bringing a portable door alarm or ask the hotel staff in advance if they have one.

L. Determine emergency contacts and authorities for the various locations you will be visiting. Determine which authorities can help you find someone in various locations.

M. Foreign language: Know how to say medical condition(s) in the language of the country you are visiting or have them written on a card.

### III. Doctor Appointment

A. Prepare a checklist of changes, concerns and accomplishments.
   - Cite any changes in behavior and send details ahead of time to the clinic asking the doctor to address the concern(s) without identifying the source to keep things calm.
   - If your PWD is driving, make sure to communicate any concerns you might have prior to visit.
   - Bring medications in a bag - including supplements. If this is not convenient, bring a complete list or a photo of the meds on your smart phone.
   - Get a medical travel letter from your primary physician (on letterhead and signed) citing medical conditions that could affect travel such as the need to have needles for medical injections, motion sickness, anxiety or claustrophobia.

B. Always mention what is going well to wrap the appointment up on a positive note.
Memory Minders: Travel Kit Contents

1. LOCAL TRAVEL
   A. Essentials – May or may not be in Memory Minders: Travel Kit
      • Cell phone
      • Keys: House / Car
      • Wallet / Purse / Money belt
      • Insurance – Auto / Medical card/ (Travel insurance for extended travel)
   B. Basic Items
      • Extra change of clothes:
         o Easy pull-up pants, button-up blouse/shirt, socks, slip-on or Velcro shoes
      • Kleenex & disposable wet wipes
      • Bib (if needed)
      • Disposable pull-ups (for example: Depends)
   C. Comfort & Calming Items
      • Stuffed pet animal
      • Memory Minders: A Kit for Caregivers at Roseville & Shoreview Libraries (Brochure) – activities to sign out
      • Ear Plugs
   D. Temperature-Sensitive Travel Bag
      • Medications (extra in case you stay longer)
      • Hand sanitizer
      • Water – small bottles
      • Snacks
      • Camera & Electronics for entertainment
   E. Document Travel Bag
      • *** Emergency Contact Card for person with dementia
      • *** Emergency Contact Card for care partner
         - (Note: After filling out, protect by covering with clear tape or laminate)
      • *** Emergency Travel Medical Form
      • *** Tips for Dementia Travel – Local and Extended
      • *** Helpful Tips when Dealing with Dementia brochure

2. EXTENDED TRAVEL – additional items
   A. Essentials – May or may not be in Memory Minders: Travel Kit
      • Tickets / Boarding Passes
      • Passport / Government issued ID with picture
   B. Document Travel Bag
      • *** Trip Planner Form
      • *** Travel Itinerary (Sample)
      Other possibilities:
      • Medical Travel Letter from primary physician on letterhead with signature
         (for example: if using needles for injections)
      • Medical condition(s) in multiple languages on 3 x 5 index card when traveling in non-English speaking country (e.g. English: I am a diabetic / German: Ich bin Diabetiker)

*** Prior to July 1, 2017 Attendees must make their own copies,
After July 1, 2017 Some docs available to download at www.cityofroseville.com/dementiainfo
Hi All – Jim & Mary have the following itinerary in Florida over the next 3 weeks.

**FLIGHTS:**
- 11/20 (Thu) > 12/08 (Mon) - DELTA (RT) e-tickets / paper boarding passes (prepaid)
  
  **Confirmation # HJKLM for Jim & Mary Smith**
  
  Taxi to MSP Airport 6:30 am
  
  Depart MSP Flight 7890 11/17 @ 9:06 am > MCO (Orlando) arrives 1:20 pm / Seats 39D, 40C
  
  Return MCO Flight 1234 12/07 @ 9:50 am > MSP arrives 12:18 pm / Seats 34C, 35D
  
  Taxi to home around 1:30 pm

**LODGING:**
- 11/17 (Tue) From Orlando Airport – Airport shuttle
  
  11/17 (Tue) 12 am (check-in) > 11/25 (Wed) 12 am (check-out)
  
  **Disney’s Wyndham Grand Orlando Resort Bonnet Creek**
  
  1-407-390-2300 / Parking: $18/day
  
  **Confirmation 123AB for Jim Smith**

  11/25 (Wed) - Drive to Dick & Sally Brown (Mary’s 1st cousin) to visit in Tampa, FL > 11/28 (Sat)
  
  (Phone-Cell: 727-432-1515) staying at
  
  11/25 (Wed) 3pm (check-in) > 11/28 (Sat) 11 am (check-out)
  
  **Holiday Inn Express & Suites**
  
  543 Seminole Blvd, Tampa, FL 33999 / (Hotel Front Desk: 1-800-123-4567) (motel prepaid)
  
  **Confirmation #654321 for Jim Smith**
  
  near Dick & Sally Brown’s home (1234 Main Street, Tampa, FL 33999)

  11/28 (Sat) Pick-up 11:30 am by **ABC shuttle-hotel** to Port Canaveral (407-641-1111) (shuttle prepaid)

  11/29 (Sun) > 12/06 (Sun) departs & returns Port Canaveral, FL (cruise prepaid)
  
  **Ship/Tour Co: FREEDOM of the SEAS / Royal Caribbean**
  
  11/29 (Sun) 11 am - 3 pm (check-in) > 12/06 (Sun) 12 pm (check-out)
  
  **Royal Caribbean Reservation # 123456 (Cabin 8700) for Jim & Mary Smith**
  
  AAA Booking # 989898 - Travel counselor: Betty Boop (727-789-9876 ext. 2134)
  
  - NO Cell phone access while at sea (maybe text?), maybe minimal Internet

  12/06 (Sun) > Pick-up 9:30am by **ABC Shuttle**-Port Canaveral to hotel (407-641-1111) (shuttle prepaid)
  
  12/06 (Sun) 3pm (check-in) > 12/07 (Mon) 12pm (check-out) night after cruise
  
  **Country Inn & Suites Orlando Airport** (407-856-6543) (motel prepaid)
  
  5440 Forbes Place, Orlando, FL 32812
  
  **Hotel confirmation # 2W3W3V**
  
  **Orbitz Confirmation # PBORB-234-888-4444 for Jim Smith**

  12/07 (Mon) > Hotel shuttle to Orlando airport

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**Contact Information:**

Jim Smith  
666-333-4444 (Cell)  
[Jim.smith@gmail.com](mailto:Jim.smith@gmail.com)

Mary Smith  
666-333-5555 (Cell)  
[mary.smith@gmail.com](mailto:mary.smith@gmail.com)
**Trip Planner Form**

**Purse/Back Pack: allowed one each under seat**
- Passport/Driver’s License/Other Picture ID
- Photo copy of passports, credit cards & documents
- Photo of travel companion and of yourself
- E-tickets/Flight Information
- Two different Credit Cards/ATM cards
- Cash ($1s for tipping)/Money Belt
- Cell Phone/Camera
- Keys-House/Car (extra set for car, if driving)
- Proof of Insurance, if renting car
- Laptop/Notepad/I-Pad/Passwords
- Reservations (Resort/Plane/Train/Shuttle/Cab...)
- Directions/GPS/Maps/Travel Books
- Emergency Contacts (Cards/Forms/Lists...)
- Health Insurance/Medication List
- Things to do in car, on plane, train, etc.
- E-Reader or Book/Headphones
- Sunglasses/Extra Reading Glasses/Ear Plugs
- Pillow(s)/Sleep mask
- Snacks/Protein Bars/Nuts/Gum

**Checked Luggage (Hobbies):**
- Golf Clubs/Bag
- Golf Shoes
- Balls/Tees/Gloves

**Checked Luggage: - fee per bag**
62 inches \(= (L \times W \times H) \) 50 lbs includes those we are wearing

<table>
<thead>
<tr>
<th>Item</th>
<th>Bag</th>
</tr>
</thead>
<tbody>
<tr>
<td>light jacket</td>
<td></td>
</tr>
<tr>
<td>sweat shirt</td>
<td></td>
</tr>
<tr>
<td>long pants causal</td>
<td></td>
</tr>
<tr>
<td>shorts/capris</td>
<td></td>
</tr>
<tr>
<td>short sleeve shirts</td>
<td></td>
</tr>
<tr>
<td>socks</td>
<td></td>
</tr>
<tr>
<td>underwear</td>
<td></td>
</tr>
<tr>
<td>belt</td>
<td></td>
</tr>
<tr>
<td>tennis shoes</td>
<td></td>
</tr>
<tr>
<td>dress pants</td>
<td></td>
</tr>
<tr>
<td>dress shirt</td>
<td></td>
</tr>
<tr>
<td>scarf/tie</td>
<td></td>
</tr>
<tr>
<td>dress shoes</td>
<td></td>
</tr>
<tr>
<td>water shoes</td>
<td></td>
</tr>
<tr>
<td>extra swim suit</td>
<td></td>
</tr>
<tr>
<td>snorkel gear</td>
<td></td>
</tr>
<tr>
<td>beach towel</td>
<td></td>
</tr>
<tr>
<td>hat/visor</td>
<td></td>
</tr>
<tr>
<td>sandals</td>
<td></td>
</tr>
<tr>
<td>rain ponchos</td>
<td></td>
</tr>
</tbody>
</table>

**Toiletry Items:**
- Toothbrush/paste
- Lotion
- Make up
- Earrings
- Personal items
- Deodorant
- Shaving cream
- After shave
- Hairspray (Pump)
- Tide to go
- Kleenex
- Nail file
- First Aid kit
- Misc. pills

**Medications:** Take photos of prescription bottles
(Also list on Emergency Travel Medical Form)

<table>
<thead>
<tr>
<th>Medications</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Imodium, Tums</td>
<td></td>
</tr>
<tr>
<td>Advil, Tylenol Flu, aspirin</td>
<td></td>
</tr>
<tr>
<td>Benadryl Allergy</td>
<td></td>
</tr>
<tr>
<td>Dramamine, cough drops</td>
<td></td>
</tr>
</tbody>
</table>

**Reminders before we go:**
- Hold mail/Suspend newspaper
- Pay Bills
- Notify credit card company
- Airport parking
- Notify bank for ATM card
- Notify cell phone company
- Transportation only if out of USA to airport...
- Create itinerary & send to emergency contacts
- Notify neighbors & family/key
- Line up someone to shovel/mow
- Line up someone water plants/food pets
- Print out boarding pass
- Shut off home computer
- Shut off water/Turn down water heater
- Unplug appliances

**Carry On: allowed one bag each**

**Things you need first 24 hrs. if luggage is lost**
22 x 14 x 9 in. (including handles & wheels) 16 lbs

- Medications (see list)
- Toiletry Items/Makeup/Jewelry (see list)
- liquids in 1 qt zip lock bag (easy access) non-sharp items
- PJ's
- Swimsuit/Cover Up/PJ's
- Complete Change of Clothes
- Tennis Shoes & Socks
- Master Travel Bag

Chargers for electronics
Special medical equipment-separate bag no charge

**Your meds**

Both - Variety of pills: Imodium, Tums, Advil, Tylenol Flu, aspirin, Benadryl Allergy, Dramamine, cough drops

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V.6.2.17
# Emergency Travel Medical Form

Available at [www.cityofroseville.com/dementiainfo](http://www.cityofroseville.com/dementiainfo)

| Date Completed: |

<table>
<thead>
<tr>
<th><strong>First Name</strong></th>
<th><strong>Initial</strong></th>
<th><strong>Last Name</strong></th>
<th><strong>Year of Birth</strong></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th><strong>Street</strong></th>
<th><strong>City</strong></th>
<th><strong>State</strong></th>
<th><strong>Zip</strong></th>
<th><strong>Phone</strong></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th><strong>Male/ Female</strong></th>
<th><strong>Height</strong></th>
<th><strong>Weight</strong></th>
<th><strong>Hair Color</strong></th>
<th><strong>Eye Color</strong></th>
<th><strong>Blood Type</strong></th>
<th><strong>DNR?</strong></th>
<th><strong>DNI?</strong></th>
<th><strong>Living Will?</strong></th>
<th><strong>POLST?</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Y / N</td>
<td>Y / N</td>
<td>Y / N</td>
<td>Y / N</td>
<td>Y / N</td>
<td>Y / N</td>
<td>Y / N</td>
<td>Y / N</td>
<td>Y / N</td>
</tr>
</tbody>
</table>

**List Hearing Difficulties**

**List Vision Difficulties**

**Identifying Marks** (e.g. birth marks, scars, tattoos, etc.)

**Current Medical Conditions, including Allergies** (attachment Y / N)

**Current Medications: Dosage & Frequency** (attachment Y / N)

**Allergies to Medications** (attachment Y / N)

**Doctor’s Name & Phone Number** (attachment Y / N)

**Special Instructions, such as Health Care Directive, etc.** (attachment Y / N)

**Health Insurance Policies**

**Emergency Contacts** - Name, Address, Phone Number & Relationship

PRINT CLEARLY • FOLLOW DIRECTIONS ON BACK & STORE in Document Travel Bag

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v6.2.17
How to Fill Out Your Emergency Travel Medical Form

1. Fill Out the Emergency Travel Medical Form
   a. Make blank copies of this form so you can later update information, or download a blank copy of this form at www.cityofroseville.com/dementiainfo.
   b. Fill out the Emergency Travel Medical Form located on reverse side. Answer all or any pertinent questions. All fields are optional.

2. Prepare Your Plastic Baggie
   a. Write Emergency Travel Medical Form on the front of a plastic freezer baggie.
   b. Fold filled out Emergency Travel Medical Form and place in the baggie.
   c. You may also consider adding copies of the following items:
      ▪ DNR (Do Not Resuscitate),
      ▪ DNI (Do Not Intubate)
      ▪ Living Will or Equivalent
         o (Advance Care Directive or Health Care Directive),
      ▪ POLST (Physician Orders for Life-Sustaining Treatment)
      ▪ Recent Photo of PWD (person with dementia)
      ▪ Recent Photo of PWD with care partner

3. Place in Document Travel Bag
   Place the Emergency Travel Medical Form baggie in Document Travel Bag so your medical info is available if needed.

4. Place Document Travel Bag in your Memory Minders: Travel Kit