

FAMILY PRE-DEPLOYMENT CHECKLIST

PERSONAL MATTERS	YES	NO	N/A
Discussed deployment actions/feelings with family (to include children).			
Discussed with family the methods/frequency of communication during the deployment.			
Discussed A&FRC assistance, programs, and potential family contact.			
Prepared a Family Care Plan (done in the unit through the First Sergeant).			
Ensured all family member ID cards are current or obtained new ones.			
Ensured the DD Form 93, Record of Emergency Data is current.			
Either enrolled family in DEERS or verified enrollment, as appropriate.			
If family is relocating, make appropriate arrangements for moving.			
If family is relocating, learned about out of state Tricare medical and dental coverage.			
Made a list of appropriate healthcare providers, if appropriate.			
Provided First Sergeant's name and number and name and number of Key Spouse if applicable			
Provided mailing address at deployed location.			
LEGAL MATTERS			
Created and/or updated my will.			
Designated a Power of Attorney (NOTE: A "General" Power of Attorney should be issued; a "Special" Power of Attorney is required for specific things like financial situations, military pay actions, selling a vehicle or a home, etc.).			
Designated legal guardians for children.			
Safely stored important papers/documents and notified spouse/parents of location.			
FINANCIAL MATTERS			
Discussed how to manage financial matters during the deployment.			
Established necessary allotments.			
Make arrangements for the service member to have access to money while deployed.			
Developed a budget, if appropriate.			
If not enrolled in SGLI, selected and/or considered appropriate life insurance.			
Arranged/made arrangements for paying bills/taxes (with spouse, bank or companies).			
PRACTICAL MATTERS			
Put security measures in place (i.e., additional locks, security system, medical alert, etc).			
Checked smoke detectors and replaced batteries, as appropriate.			
Made sure appliances are in good repair.			
Made sure auto(s) are in good repair.			
Prepared/provided spouse with a list of people to contact for household repairs.			
Made arrangements for household repairs and lawn care, if applicable.			
Revised Jun 09			