



Evacuation Plan – Shoulder to Shoulder, Inc.

Shoulder to Shoulder, Inc. maintains a high level of vigilance with its brigade travel within Honduras. In its 25+ years of working within the country, there have been few occasions for evacuation.

However, working outside of the U.S. engenders the need for an evacuation plan. There are two general scenarios for evacuation. They are listed below with the plan for evacuation included.

1. **Personal Illness or Injury Evacuation.** Should a brigade member(s) become ill, their general care will follow the following protocol:
 - i. A physician would make the first assessment of the illness or injury. If non-life threatening and the patient can be treated on-site, this care would be rendered (e.g. on one brigade, a nurse broke her ankle; an aircast was applied and the nurse chose to remain on-site and seek treatment in the U.S. after the brigade). Fees for these situations would be paid between the ill/injured and Shoulder to Shoulder except in the case of brigade member negligence.

If a more emergent issue, the physician and Shoulder to Shoulder Director would make the determination whether further treatment outside of Honduras, or, in case of greatest urgency, care within Honduras should be rendered.

- ii. If the patient is stable to **travel back to the U.S. and this is determined best**, a call to the evacuation insurance carrier would be made; this company (currently Axa Travel Assistance, 888.647.3105 or call collect at +1.630.766.7731) authorizes the evacuation. It would be best for the physician initiating the evacuation to call Axa Travel Assistance; they will require medical information/details. The ill/injured brigade member would be taken as swiftly, comfortably, and as safely as possible to Tegucigalpa with them in attendance or by those the treating physician and director deem appropriate. Brigade member's nearest relative would be called and apprised of situation and planned evacuation. The Honduran Brigade Coordinator would help with necessary arrangements for hotel in Tegucigalpa (if needed) and/or airline notification of urgent need to travel.

The patient would be transported on the first available flight from Honduras to the nearest medical facility where appropriate treatment could be provided. **With Axa Travel Assistance approval**, Miami would be the nearest facility. Baptist Hospital of Miami is located closest to the airport. A call to that hospital would be generated as soon as a flight arrival time is established to inform them of the arrival of the patient and discuss his/her urgent complaint.

Axa Travel Assistance, for payment of the above evacuation, would require:

- Doctor certification of the illness/injury (first call)
- All transportation arrangements should be most direct/economic route
- Charges incurred do not exceed usual level of charges incurred in locality where expense is incurred
- Do not include charges that would not have been made if there were no insurance.

- iii. If the brigade member's medical condition is such that he/she is unable to travel and care must be sought immediately outside of Hombro a Hombro facilities, the Shoulder to Shoulder Director, in conjunction with a physician, would contact the physician/medical facility appropriate to meet the urgent need. The ill/injured brigade member would be taken as swiftly, comfortably, and as safely as possible to the appropriate physician/facility accompanied by them or by those the physician and director deem appropriate.
 - Nearest relative would be contacted in the U.S. (for permission to treat, if the patient is unable to grant permission) and apprised of situation.
 - The Brigade Coordinator, if possible, and the physician referring the brigade member would remain with the patient. Family in the U.S. would be kept informed as much as possible.
 - Care would be provided at this facility until such time that the patient is either stable to travel back to recuperate in the Frontera or is able to travel back to the U.S.

2. **Political Evacuation.** Through our evacuation carrier, coverage is extended due to an occurrence in which grave physical harm or death could occur. For instance, you are in-country and a coup occurs, the State Department advises evacuation, and you could not safely leave through Tegucigalpa.

- i. A call to the evacuation insurance carrier would be made (Axa Travel Assistance 888.647.3105 or call collect at +1.630.766.7731) for authorization to evacuate to the "nearest place of safety."

- ii. If Shoulder to Shoulder deems it unsafe to leave from Honduras, every effort will be made, in concert with authorization from Axa Travel Assistance, for transport to and evacuation from another country (e.g. El Salvador).

Both of these scenarios' travel would necessarily incur expenses. The ill/injured brigade member(s) or those needing evacuation due to political reasons, should strive to pay his/her own expenses. This would make the reimbursement from the insurance carrier much more straightforward. Once returned to the U.S. under one of these evacuation plans, each brigade member would complete a benefits reimbursement sheet (requested through Axa Travel Assistance).