Ensuring access to a safe and reliable network across the globe at no additional cost for you, your family, and any guests invited to accompany you on a trip.

1. Email usftravel@usfca.edu a copy of your travel itinerary.
2. You will receive a response by email with emergency contact information.
3. A copy of the travel brochure, wallet-size emergency contact card, and an emergency contact sticker for your passport will be sent directly to your University mailbox.

ATTENTION
Medical Personnel
Or Police
Plan #: 01AH585
24-hr Emergency Assistance

For Medical, Personal, Legal, Travel or Political Evacuation Emergency
1-800-243-6124 Inside the USA
1-202-659-7803 Collect outside the USA

USF: Public Safety 1-415-422-2911
Allyn Nobles 1-415-422-2843
Sharon Li 1-415-422-2335
**Staff/Faculty Foreign Travel**

The University provides a free, comprehensive Business Travel Accident program to protect staff, faculty, their immediate family members, significant others and invited guests on trips outside of the United States while on University business.

24/7 emergency service is available while traveling in foreign countries

From situations as minor as forgetting your eyeglasses or prescription medication at home to getting injured in a traffic accident, there is an easy 24/7 remedy at your fingertips. Whether embarking on a trip spanning months or just a few days, managing unforeseen problems is done in a structured manner to lessen any inconvenience.

Note that this is not travel insurance and does not cover losses like lost baggage or cancelled trips.

Simply follow the 3 steps on the following page, store the emergency information in one of the multiple options that is easiest for you, and travel with the knowledge that a global network is available to offer support at any time.

**Available Services**

**Medical Assistance** including referral to a doctor or medical specialist, medical monitoring when you are hospitalized, emergency medical evacuation to an adequate facility, medically necessary repatriation and return of mortal remains.

**Personal Assistance** including pre-trip medical referral information and while you are on a trip: emergency medication, embassy and consular information, lost document assistance, emergency message transmission, emergency cash advance, emergency referral to a lawyer, translator or interpreter access, medical benefits verification and medical claims assistance.

**Travel Assistance** including emergency travel arrangements, arrangements for the return of your traveling companion or dependents and vehicle return.

**Security Assistance** including a crisis hotline and on the ground security assistance to help address safety concerns or to secure immediate assistance while traveling as well as access to a secure, web-based system for tracking global threats and health or location based risk intelligence.

**Access to Risk Intelligence**

Visit www.ACETravelAssistance.com for access to global threat assessments and location based intelligence.

Username: aceah
Password: security

**Emergency Contacts**

In the event of a medical emergency call Europ Assistance immediately and reference plan code 01AH585

24-Hour Access

1-800-243-6124 toll free in the USA or Canada
1-202-659-7803 collect outside of the US

OPS@europassistance-usa.com

**CALL WHEN:**

- You require a referral to a hospital or doctor
- You need to be evacuated or repatriated
- Your safety is threatened by the sudden occurrence of a political or military event
- You need to guarantee payment for medical expenses

**UNIVERSITY OF SAN FRANCISCO**

**24/7 USF Emergency Number for Summer and Intersession Programs:** 1-415-994-4330

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