Introduction

Our oncology team is dedicated to making sure that you have the resources you need to get medical care wherever you are. When something as unexpected or unplanned as a natural disaster occurs, having to evacuate your home and be in an unfamiliar place is incredibly unsettling. When you are also receiving care for a cancer diagnosis, you have to factor in the additional concern of how you will get your medications, communicate with your provider, or get urgent medical advice.

Our goal with this booklet is to help you organize your information and feel more empowered to stay on-track with your care, regardless of what mother nature throws at us. There are a few key sections that will hopefully help you organize your medical information and plan your next steps while out of town:

1. **My personal info** – This section helps guide you on key information that will be important to have while you are away from home. Some information may seem common-place and obvious, but it never hurts to have all these details in one place. If you have to seek care elsewhere while evacuated from your home, these little details may help expedite the intake process at another facility.

2. **What to do before I evacuate** – Some simple steps to take before you leave to ensure you have everything you need while you are away

3. **MyChart sign up instructions** – if you do not have the MyChart Patient Portal, now is the time to set it up! This will be incredibly helpful in allowing you to stay connected to your providers and your medical record wherever you are.

4. **Instructions on completing a virtual visit** – If you do undergo a virtual visit while away from home with your provider, this section walks you through the steps to successfully completing the set-up and check-in for that visit.

5. **Other locations** – One major benefit of being our patient is that we have locations in multiple cities across Louisiana and southern Mississippi! Our other oncology locations are listed in this section, as well as how to reach out for an appointment if needed.

6. **Treatment patient info cards** – If you’re actively receiving medication for your cancer, it’s important that any other medical facility you visit understands that you are currently undergoing cancer treatment. These wallet cards will serve as a representation of this, in case you cannot speak for yourself.

7. **Notes section** – you may find it’s easiest to keep all notes or additional phone numbers you collect while evacuated together in this booklet. We’ve provided some lined notes pages to help with this.

Keep this booklet nearby during your evacuation or time at home during the storm. Make sure you have read through it and fill out all the appropriate sections. Feel free to reach out with any questions or concerns.
Section 1: Important information to keep on hand

Full Name: ________________________________________________________________

Date of Birth: _____________________________________________________________

Medical Record Number (or MRN): (if you don’t know this number ask your provider’s office)

Email: ___________________________________________________________________

Phone Number: __________________________________________________________________

Address: ___________________________________________________________________

Emergency Contact(s) Name: ___________________________________________________

Emergency Contact(s) Phone Number: ________________________________

Diagnosis: ________________________________________________________________

Current Treatment (if applicable): _____________________________________________

Last Dose (if applicable): _____________________________________________________

Previous Treatment(s) (if applicable): _________________________________________

____________________________________________________________________________

Write down the names of any physicians you see regularly below, including your oncology team and your primary care doctor:

<table>
<thead>
<tr>
<th>Physician(s) Name:</th>
<th>Physician(s) Phone #(s):</th>
<th>Specialty (surgeon, PCP, etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________________</td>
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</tbody>
</table>

Preferred Pharmacy: _________________________________________________________

Insurance Name: ____________________________________________________________

Insurance ID Number: _________________________________________________________

Supplemental Insurance (if applicable): _________________________________________

Supplemental Insurance ID Number (if applicable): ________________________________

Evacuation Information

Evacuation Start Date: _______________________________________________________

Location: __________________________________________________________________

Temporary Address: __________________________________________________________

Temporary Phone Number (if different then above): ________________________________
## My Medications

<table>
<thead>
<tr>
<th>Medication Name</th>
<th>Dose</th>
<th>Frequency</th>
<th>Prescribing Physician</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Example:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lasix</td>
<td>20 mg</td>
<td>1x/Day</td>
<td>Dr. John Smith</td>
</tr>
</tbody>
</table>

## My Health Conditions

<table>
<thead>
<tr>
<th>Condition Name</th>
<th>Current Treatments for Condition</th>
<th>Treating Provider</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Example:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>High Blood Pressure</td>
<td>Lasix</td>
<td>Dr. John Smith</td>
</tr>
</tbody>
</table>
Section 2: What to do before you evacuate

Be sure you have adequate refills of all your important medications (at least 2 weeks worth if possible).

- If you cannot obtain the refills before you go, make sure you investigate what pharmacies are near your evacuation destination and communicate that to your provider as soon as possible.

Make sure you have an active MyChart account. If you need assistance setting up your MyChart account, refer to section 3 of this booklet.

In your MyChart portal:

- Send a message to your provider(s) informing them of where you plan to evacuate
- Print out or save a copy of your most recent After Visit Summary (found under “Appointments” then “Past” in the Patient Portal) and bring this with you.

Fill out all information in section 2 of this booklet, including all current medications and prior/current conditions that may affect care. If you have any questions about what to put in this section consult your Primary care Physician or your oncology team.

Section 6 includes a printable wallet card for chemotherapy or immunotherapy treatments. If you are on either of those types of treatments currently, complete the wallet card and cut it out, then place it in your wallet for emergencies.

Be sure to bring this booklet with you when you evacuate!
Section 3: MyChart Patient Portal sign-up

We strongly encourage patients to make sure they are signed up for the MyChart portal prior to hurricane season or evacuating. It is the easiest way to communicate with your provider, set up additional appointments (including virtual visits that can be done remotely), and have access to your medical record.

**Easily connect to all of your healthcare with MyChart.**
**With one centralized tool, you can:**

1. **Schedule appointments in one place**
2. **Easily view and pay bills online**
3. **Communicate with your providers**
4. **View test results and records**
5. **Skip paperwork, with ePre-checks before your appointment**

Activating your MyChart account is easy. Sign-up information is available on your personalized After Visit Summary (AVS). If you don’t have an AVS, you can still set-up a new account. Just follow these steps:

1. Go to my.ochsner.org. If you have an activation code, select the Activate Now button under ‘Have An Access Code.’ If you do not have an activation code, select the Get Started Today button under ‘Are You A New User?’
2. After page opens, enter the requested information and submit.
3. If you have questions, send an email to MyChart@ochsner.org or call toll-free to 1-877-339-2637.

MyChart is not to be used for urgent medical needs. Please note that the messages sent through your Patient Portal are only checked during normal business hours. Therefore, if you have any urgent needs that cannot wait until the next business day, you should call your provider’s office directly or the operator and ask to speak to the medical oncologist on call for your provider.
SECTION 4: Completing a video visit - patient quick tip

1. Once your video visit is scheduled you will need to complete ePre-Check in the MyChart app before your visit.
   - During ePre-Check you will verify your insurance, demographics, and sign the Telehealth consent form.

2. Once ePre-Check is complete, you will need to allow access to your camera and microphone prior to your scheduled appointment.
   - Click on the virtual visit appointment to view the appointment details. Select ‘OK’ or ‘Allow’ when asked for permission to your camera and microphone.
3. After you successfully allowed access to your camera and microphone and it is time for your appointment, follow the steps below to complete your visit.

- Select Appointments from the home screen of the MyChart app and find today’s Virtual Visit. Once selected, you will see a green button at the bottom of your screen that says, “Begin Visit.”
- Once selected, you will enter a virtual visit waiting room until your provider arrives. Please stay on this screen while you wait for your provider to join.

For technical issues contact: 1-877-339-2637
SECTION 5: Infusion Suite locations

1. Ochsner Medical Center
   The Gayle and Tom Benson Cancer Center
   1516 Jefferson Hwy., 5th Floor
   New Orleans, LA 70121
   504-842-3910
   Monday - Friday, 7:00 a.m. - 7:00 p.m.
   and Saturday, 8:00 a.m. - 2:00 p.m.

2. Ochsner Baptist – A Campus of Ochsner Medical Center
   Ochsner Health Center – Baptist Napoleon Medical Plaza
   2820 Napoleon Ave., Suite 210
   New Orleans, LA 70115
   (Located behind outpatient pharmacy)
   504-842-9914
   Open Monday - Friday, 8:00 a.m. - 4:30 p.m.

3. Ochsner Health Center – Kenner
   200 West Esplanade Ave., Suite 200
   Kenner, LA 70065
   504-464-8615
   Open Monday - Friday, 8:00 a.m. - 4:30 p.m.

4. St. Tammany Cancer Center – A Campus of Ochsner Medical Center
   900 Ochsner Blvd., 3rd Floor
   Covington, LA 70433
   985-249-2383
   Open Monday - Friday, 8:00 a.m. - 6:30 p.m.

5. Slidell Memorial Hospital Regional Cancer Center
   1120 Robert Blvd.
   Slidell, LA 70458
   985-280-2902
   Open Monday - Friday, 7:00 a.m. - 5:00 p.m.

6. Ochsner Medical Center – West Bank Campus
   2500 Belle Chase Hwy., 2nd Floor
   Gretna, LA 70056
   504-207-2727
   Open Monday - Friday, 8:00 a.m. - 4:30 p.m.
   and Saturday by appointment (if staff available)

7. Leonard J. Chabert Medical Center
   1978 Industrial Blvd., 4th Floor
   Houma, LA 70363
   985-873-2729
   Open Monday - Thursday, 7:00 a.m. - 5:30 p.m.
   and Friday, 7:00 a.m. - 3:30 p.m.

8. Ochsner Medical Center – Hancock
   149 Drinkwater Blvd.
   Bay St. Louis, MS 39520
   228-467-3946
   Open Monday - Friday, 8:00 a.m. - 4:30 p.m.

9. Terrebonne General Medical Center
   8166 W Main St., 2nd Floor
   Houma, LA 70360
   985-857-8093
   Open Monday - Friday, 8:00 a.m. - 4:30 p.m.

10. Ochsner Medical Complex – The Grove
    10310 The Grove Blvd.
    Baton Rouge, LA 70836
    225-761-5409
    Open Monday - Friday, 8:00 a.m. - 5:00 p.m.

11. Ochsner Cancer Center – Baton Rouge
    17050 Medical Center Dr., 1st Floor
    Baton Rouge, LA 70816
    225-761-5410
    Open Monday - Friday, 8:00 a.m. - 5:00 p.m.
12. Ochsner Lafayette General Medical Center
Ochsner Cancer Center of Acadiana
1211 Coolidge Blvd., Suite 100
Lafayette, LA 70503
337-289-8400
Open Monday - Friday, 8:00 a.m. - 5:00 p.m.

13. Ochsner CHRISTUS Health Center – Lake Area
4150 Nelson Rd., Building G, Suite 2
Lake Charles, LA 70605
337-656-7872
Open Monday - Friday, 8:00 a.m. - 5:00 p.m.

14. St. Charles Parish Hospital
1057 Paul Maillard Rd., Suite 1300
Luling, LA 70070
985-785-6242
Open Monday - Friday, 8:00 a.m. - 5:00 p.m.

15. Ochsner LSU Health Shreveport – Feist-Weiller Cancer Center
1501 Kings Hwy.
Shreveport, LA 71103
318-813-1000
Open Monday - Friday, 8:00 a.m. - 4:00 p.m.
Section 6: Wallet cards

These pocket cards can be printed, folded, and placed in your wallet with the important information filled out. They can be helpful in an emergency to explain what treatment you are taking for your cancer... especially in a situation where you may not be able to speak.

**Immunotherapy Wallet Card**

- Patient Name: ________________________
- Provider Name: ________________________
- Provider Phone Number: ________________________
- Diagnosis: ________________________
- Immunotherapy Name: ________________________
- Other Cancer Medications/Notes: ________________________

**Chemotherapy Wallet Card**

- Patient Name: ________________________
- Provider Name: ________________________
- Provider Phone Number: ________________________
- Diagnosis: ________________________
- Chemotherapy Name: ________________________
- Other Cancer Medications/Notes: ________________________

**Common Side effects of Immunotherapy**

- Cough, Trouble Breathing or Chest Pain
- Diarrhea
- Vision Changes
- Skin Rashes
- Severe Muscle Pain or Weakness
- Hypothyroidism/Anemia
- Severe Headache
- Fever >100.4 (oral)

Contact your Oncology Provider’s Office when experiencing any of these symptoms.

**Common Side effects of Immunotherapy**

- Changes in Blood Counts (Hgb, WBCs, Platelets)
- Nausea/Vomiting
- Diarrhea
- Hair Loss
- Taste Changes

Contact your Oncology Provider’s Office when experiencing any of these symptoms.