International Travel & Emergency Assistance Program (International SOS)

Purpose

To provide faculty, staff and students traveling to a foreign country on University business, 24 hour assistance and evacuation services.

Policy

To encourage faculty, staff and students to enroll and use the online web tools provided by International SOS.

Procedures

International SOS will provide emergency services designed to help with medical, personal, travel, security, and legal problems away from home. International SOS is not medical insurance for foreign travel.

The following are a few of the services offered by International SOS:

1. Pre-travel preparation
2. Vaccination management
3. Medical assistance abroad
4. Security updates
5. Medical and security evacuations
6. Real time online tracking tools
7. Lost document advice
8. Legal referrals

Enrolling in International SOS

• It is not necessary to enroll in order to activate the program services but we strongly encourage all international travelers to create a Personal Travel Record and Emergency Contact Record via the International SOS webpage.
• To enroll visit:
  o www.internationalsos.com
  o Enter the UT System Membership Number 11BSGC000037 on the International SOS homepage
  o You may also print the membership card from the website which lists 24-hour emergency numbers and our Membership number listed above

The Accounts Payable office will maintain a data base of all foreign travelers and will email an information packet to all faculty, staff and students traveling to a foreign country. The packet will contain information regarding International SOS and the services provided. The packet will also include a University Member ID# to log into the International SOS website where a membership card can be printed.

Applicability

Applies to all University faculty, staff and students traveling to a foreign country on official state business.

Responsible Party

Comptroller

Last updated: July 8, 2008