

TO: Parent/Spouse of OU-COM students going to Kenya with Dr. Gillian Ice

FROM: Gillian H. Ice, Ph.D. and Cheri Sheets

RE: Contact policy

While the research team is in Kenya, I have designated Cheri Sheets, Department of Social Medicine Secretary, as our primary point of contact with all family in the United States. We can be reached directly via cell phone in Kenya at (10112540 722-221290) however, please call during non-work hours (7 pm – 10 pm Kenyan time). We will not always be in range to receive phone calls. Should there be an emergency or if you hear news about an event in Kenya, please contact Cheri and she will contact Dr. Ice. At the same time, should we have any problems, news, change in itinerary or change in flight schedule, Dr. Ice will contact Cheri and she will contact family members. This will minimize expensive phone calls as well as anxiety on both sides. As a safety precaution, we are contacting the US Department of State (embassy) with our itinerary. In addition to you, the embassy has listed Cheri and Dr. Norman Gevitz, Chair of the Department of Social Medicine as contacts so that they can alert the university should there be an emergency as well as help keep everyone informed.

Please choose one family member who will be the primary contact within your family and who will be responsible for relaying information to all other family members.

Students can buy phone cards in Kenya and call occasionally; however, these cost about \$2/minute. Email is probably the easiest way to keep in touch and is great to receive while in Kenya. Students will have access to email at least once a week and often more.

Please sign below stating that you agree to use Cheri Sheets as the primary point of contact. During business hours, Cheri can be reached at (740) 593-4694 and her cell phone is (740) 707-5639 for nights and weekends.

I, \_\_\_\_\_, agree to use Cheri Sheets at the Department of Social Medicine, OU-COM, as the primary contact for emergencies or basic inquiries while \_\_\_\_\_ is in Kenya. \_\_\_\_\_ will be our primary family contact. S/he can be contacted at:

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: (w) \_\_\_\_\_ (h) \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

\_\_\_\_\_  
(Signature of parent or spouse)