



Did you know around 18% of travellers lose at least 1 day of their trip to illness, with almost 4% losing 4 or more days of their trip?

Source: The Travel Doctor-TMVC Welcome Home Survey

Talk to the team at your Travel Doctor-TMVC clinic about peak performance during your business trip

# The best practice business travel checklist

As your employer, we care about YOUR health and safety, while travelling. It is important to recognise that international travel is not without risk. The following are important, best practice checks to minimise risk associated with international travel.

- Ensure you have complied with your **employers travel policy** and **administrative requirements**.
- Make sure your **travel plans** and **contact details** are known to your manager and next of kin prior to departure.
- Ensure you have **travel insurance** and that you are familiar with the emergency contact details.
- Seek a travel health consultation with The Travel Doctor-TMVC prior to departure as per company procedures. Contact **1300 658 844** or book online at [www.traveldoctor.com.au/appointments.asp](http://www.traveldoctor.com.au/appointments.asp).
- Ensure your **vaccines** are up to date prior to departure. Ideally commence vaccinations 4-6 weeks prior to departure. But, if travelling at short notice, it is never too late to vaccinate. You can visit [www.traveldoctor.com.au](http://www.traveldoctor.com.au) to see what you may require.
- Make sure you have **adequate supplies** of your regular prescription medication.
- Always carry your **Travelers' Medical Kit** provided by The Travel Doctor-TMVC.
- Research your destination prior to departure. Visit [www.smartraveller.gov.au](http://www.smartraveller.gov.au) for country specific health and safety advice and to register your travel plans online.
- Make sure your **passport is valid** at least six months past your expected return date and ensure any relevant visas have been obtained. Carry additional copies of your passport photo page in case you need a replacement while overseas.
- While traveling, follow the preventative health advice in **The Travel Doctor-TMVC Health Guide** for International Travelers.
- Notify your employer of any **reportable incident** that occurs while on overseas business.
- If you are **sick or injured** while overseas, you may need an appointment with The Travel Doctor-TMVC upon return. Remember that some infections such as malaria can appear several months after exposure!
- Request support** from your HR team or manager should you experience any difficulties as a result of overseas travel. International travel can be stressful, and psychological support is sometimes required.

To order supplies of this Best Practice Business Travel Checklist contact [Jeremy.Limpens@traveldoctor.com.au](mailto:Jeremy.Limpens@traveldoctor.com.au)



Clinics Australia Wide. For more information or to contact your nearest clinic call **1300 658 844** or visit [www.traveldoctor.com.au](http://www.traveldoctor.com.au)

...for a safe and healthy journey