



What Is ICE?

During Hurricane Katrina, so many people were injured & separated from their families, that emergency workers came up with the idea of putting an ICE – In Case Of Emergency – contact in their cell phones. Now, hospitals worldwide, check patient's phones for their ICE contact, to locate their next of kin.

Everyone in your family should have 2 ICE contacts on his cell phone, just in case the first person is unavailable. If you've gone through our book, [Get Your Stuff Together](#), you already know what information goes into the contact. So let's learn how to set up your ICE contact on your Nokia Lumia, HTC or other Windows Phone.

Grab Your Phone & Let's Get Started

1

Who will your two ICE Contacts be? Your spouse, partner, best friend, parent or close relative? Once you decide, **Tap on Start, Tap People**, Swipe over to **Contacts, Tap New** and if prompted, choose which account you want to add this contact to. **Touch Name.**

Type the word ICE first, followed by your contact's first and last name. Why do you want to do this? The Windows Phone sorts your contacts by first name, by default. So unless you have changed it to sort by last name, entering the word ICE makes it easier for emergency personnel to find.

Do the same thing for your second ICE contact – just call it ICE2.

Here's a tip: If your phone sorts by Last Name, you can change it by going into your **People Settings** and checking "Sort List By" First Name instead of Last Name.

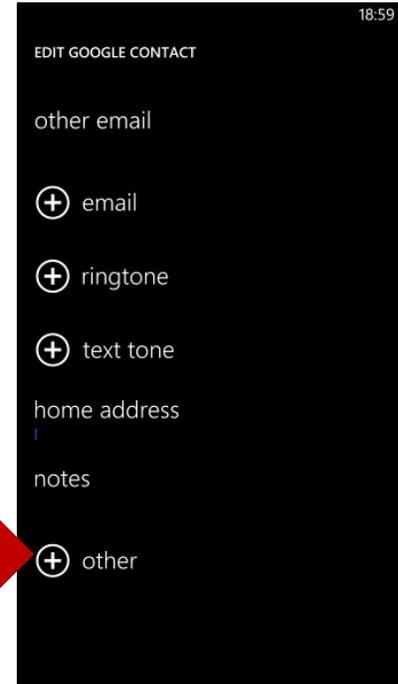


Enter All of Your Information

2

Put **all the information you possibly can** into your two ICE Contacts. For example:

- Your emergency contact's **Main Number/Cell number/ Work number, Relationship** to you
- **Email Address & IM, Twitter and Facebook** address (in case landlines are down & you need to send an emergency message)
- Other necessary information, like the days that the contact is at a certain location



Adding Fields

3

To **Add** additional fields or information to your contact, **Tap Other**.

Use the **Notes Section** to list your Allergies, Current Medications or the Names & Numbers of your Physicians.



What About Your Medical History?

4

Need more than just a few lines to communicate your medical history? Then create a [medical history form](#) and store it to a password protected online folder & place a link to the form in your ICE contact. This way a doctor can access your, your spouse's or your kids basic medical history, while you're en route to the hospital.

Oh and if you don't have a form, just download ours by right clicking the link above. And if you'd like to read more about Creating A Medical History on our Blog, [click here](#) or download the Shortcut Sheet by right clicking on the graphic to your right.



Make Your ICE Contacts Stand Out

5

Make your ICE contacts stand out, by using the **Add Photo** function to upload a graphic to your phone, like the ones on this page. You can make your own, or download ours free by going to the [Free Resources Page](#). Save the graphic you like to Photos on your phone. Then open your ICE Contact, **Tap Add Photo**, choose the graphic you'd like and save it to your contact.



What If You Password Lock Your Phone?

6

If you normally lock your phone with a password, it might be difficult for emergency personnel to retrieve your **ICE Contact**. But don't worry. There is a way around that. All you have to do is add your ICE information directly to your **Lock Screen**. Here's how to do it in Windows Phone 8:

In the App list, **tap Settings** (looks like a gear) and choose **Lock Screen**. Expand the application bar on the bottom of the screen. Under Notifications, choose **Lock Screen Text** as the **app to show detailed status** and **touch** the back button.

Type "ICE Contact Information" in the text box, along with your contact's name, relationship and phone numbers. Fit in whatever you can. **Touch the check mark** to accept the change. If necessary, check **Done** to save your changes.

Now your ICE information will appear right on your Lock Screen, no password needed. Problem solved!



Turn Your Phone Into A Mobile Command Center

8

While you're at it, you can even **turn your phone** into a **Mobile Command Center**. Just store copies of your family's medical history forms, emergency action plans, checklists and [Evacuation Plan](#), right on your phone and those of each member of your immediate family. And while you have them, don't forget to put ICE Contacts on their phones as well, including along with each other's contact information. That way you can all get in touch with each other quickly in an emergency.

What's Next? Well now that you're done ICEing your phone, you can...

- ICE your spouse's and kid's phones and iPods.
- ICE your parents phones.
- Share this How-To with your friends and family -- #ICEmyphone.
- Make Emergency Wallet Cards (they're in the download file)
- Shoot a quick picture or video of you and your family ICEing your phones and share it on [Twitter](#), [Facebook](#), [Pinterest](#) or [You Tube](#) with the hash tag #ICEmyphone. Be sure to watch our social media, because we'll feature the best ones every month!

Here are More Amazing Things You Can Do In 5 Minutes Or Less

[Create Your Family's Evacuation Plan](#)

[Download and Back Up Your Digital Photos](#)

[Keep Your Medical History At Your Fingertips](#)

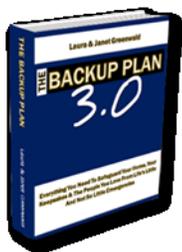
[Save Your Albums & Cassettes As MP3s](#)

[Earthquake Proof Your Bedroom](#)

[Fill Out Your Kid's Emergency Contact Card](#)

*That Backup Plan of yours is coming along nicely.
Here are a few other resources you're gonna love...*

*Laura & Jan Greenwald
Authors/Creators of Get Your Stuff Together*



Our newest program [The Backup Plan 3.0!](#) Quick and easy steps you can take **right now**, to keep everything that's important to you, safe, sound and accessible. Each section covers a different area, from family photos, vital documents and music, to videos, computer files, family history and recipes. Just download the free Grab It & Go Forms and Action Plans (included), complete them and save them to your computer or use the ones right inside the book and you'll be ready to deal with emergencies small (a broken arm) or large (Superstorm Sandy). [Pick up your Paperback copy today at Amazon.com for \\$29.99](#) [Or the new Downloadable PDF Edition for \\$8.00.](#) [Read more about it](#)