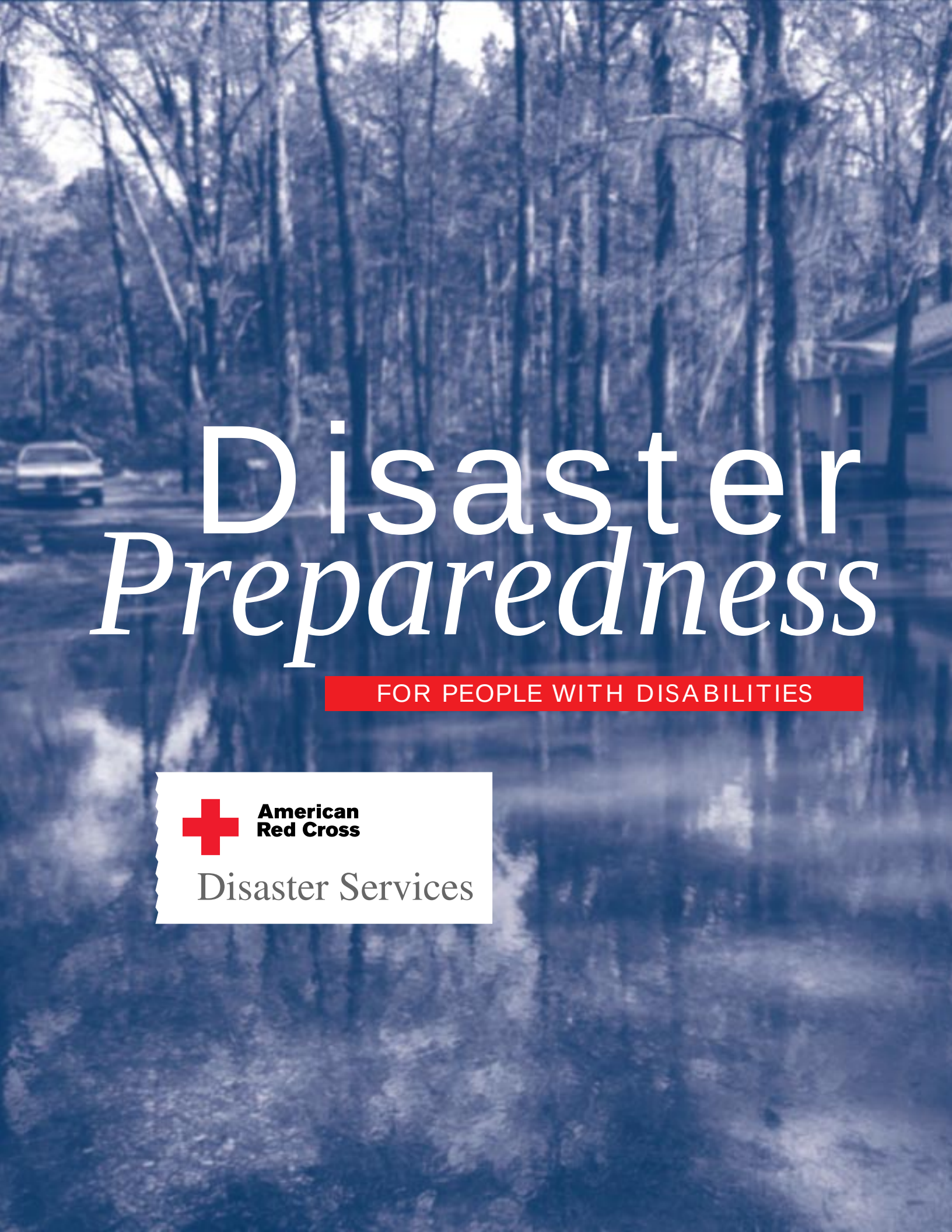


Disaster *Preparedness*

FOR PEOPLE WITH DISABILITIES

American Red Cross

Disaster Services

PREFACE

Disaster Preparedness for People With Disabilities has been designed to help people who have physical, visual, auditory, or cognitive disabilities to prepare for natural disasters and their consequences.

In 1984, the Los Angeles Chapter of the American Red Cross created a booklet titled *Disaster Preparedness for the Disabled and Elderly.* That booklet, which is no longer in print, served as the foundation for material contained here. In the last 12 years, new information has been published about disaster preparation for people with disabilities, and relevant documents, guidelines, and other materials have been reviewed and added, as appropriate, in this updated booklet.

Anyone who has a disability or anyone who works with, lives with, or assists a person with a disability can use this booklet. It contains information that can help you organize a personal disaster plan and includes plans for the care of service animals and/or pets during a disaster.

This booklet is designed with checklists and extra space for you or your helper to use to organize information that will help you prepare for a disaster. You may copy these pages from the booklet as needed to distribute or post somewhere handy.

If you have questions about any of the content or recommendations in this booklet, please contact your local American Red Cross chapter.

The American Red Cross thanks the following organizations and individuals for their assistance in developing and reviewing this booklet:

Primary volunteer consultant for content development:
Heidi Kramer, volunteer, San Diego/Imperial Counties Chapter, American Red Cross, San Diego, California.

Project intern:
Tonya Davis, Department of Administration & Planning, University of North Texas, Denton, Texas.

Reviewers:
Kathy Bauch, The Humane Society of the United States, Washington, D.C.

Karen Bonnie, volunteer, Santa Cruz Chapter, American Red Cross, Santa Cruz, California.

Dusty Bowencamp, disaster health services coordinator, Los Angeles Chapter, American Red Cross, Los Angeles, California.

Alan Clive, Federal Emergency Management Agency, Washington, D.C.

Nolan Crabb, American Council of the Blind, Washington, D.C.

Violette Eash, volunteer consultant, Huntington, West Virginia.

Terri Giles, disaster specialist, Seattle/King County Chapter, American Red Cross, Seattle, Washington.

Kathryn Holub, National Multiple Sclerosis Society, New York, New York.

Wilson Hulley, President's Commission on People With Disabilities, Washington, D.C.

Elga Joffee, American Foundation for the Blind, New York, New York.

June Kailes, disabilities consultant, Playa Del Rey, California.

Donna Placzankis, Cleveland Chapter, American Red Cross, Cleveland, Ohio.

Helen Rader, United Cerebral Palsy Association, Washington, D.C.

Sandy Ross, director/programs, Houston Area Chapter, American Red Cross, Houston, Texas.

Pat Snyder, volunteer, Los Angeles Chapter, American Red Cross, Los Angeles, California.

Trevor Storrs, Galluadet University, Washington, D.C.

Ralph Swisher, family disaster preparedness program manager, Federal Emergency Management Agency, Washington, D.C.

Gregory C. Wilder, Administration on Aging, Washington, D.C.

Paid and volunteer staff from the following departments at the American Red Cross national headquarters: Disaster Services, Health and Safety Services, National Office of Volunteers, Office of General Counsel, and Risk Management Division.

Introduction

Understanding Disasters

Creating a Personal Support Network

Completing a Personal Assessment

Personal Disaster Preparation

Disaster Supplies

Making Your Home or Office Safer

Glossary

Appendixes

A. Disaster Supplies Kits and Other Essential Supplies

B. Disaster Supplies Calendar

C. Important Lists

INTRODUCTION

Disasters can happen anytime, anywhere, and sometimes without warning. Your American Red Cross and your local government agencies will respond when a disaster threatens and after a disaster strikes. However, they can't be everywhere at once. Being ready for a disaster is a part of maintaining your independence. Although you may not know when a disaster will strike, if you are prepared ahead of time, you will be better able to cope with the disaster and recover from it more quickly.

When a disaster occurs, the first priority of disaster relief organizations and government agencies is to provide basic needs—food, water, and safe shelter—to everyone who needs them. Your personal needs, such as replacing medications, replacing adaptive equipment, restoring electricity for power-dependent equipment, and restoring your regular ways of support for daily living activities may not happen right away. It is important for *everyone* to be prepared to meet his or her own basic needs by storing food and water for a minimum of three days or more. You should also be ready to meet your specific disability-related needs by storing sufficient oxygen, medications, battery power, etc., for at least seven days after a disaster.

Knowing about disaster threats and their aftermath and being prepared are critical for staying self-sufficient after a disaster. This booklet covers some issues that people with disabilities may face when a disaster strikes. The booklet also has information about how you can get to a safe place and how you can meet your needs after the disaster.

The best way to cope with a disaster is to learn about the challenges you might face if you could not use your home, office, and personal belongings. You can meet your basic personal needs by preparing beforehand. You also may have to deal with a service animal that is unable to work or is frightened, or pets that need care and assistance.

The information in this booklet will help you discover what you need to do to prepare for a disaster so that you will be ready when one strikes. Self-confidence based on knowledge, preparation, and practice will give you, your family, and your community the best chances for recovery from a disaster.

As you review the information in this booklet, be sure to refer to the glossary on page 36 for the definitions of terms that are unfamiliar to you.

After a disaster, your environment may be very different. Exits may be blocked, sidewalks may be impassable.

If you are prepared ahead of time, you will be better able to cope with the disaster and recover from it more quickly.

Watch
A "watch" means that severe weather is threatening and may occur in your area. Continue to listen to the radio or watch television for information and advice.

Warning
A "warning" means that the event is happening now; it is imminent or has been seen on weather radar. This is the time to immediately protect yourself.

To find the best ways to prepare for a disaster, consider the following questions:

- What kinds of disasters may occur in your area?
- How are residents informed of possible disasters?
- What are the effects of disasters on you and your community?

Contact your local American Red Cross chapter, your city/county emergency management office, or your local fire department. You can get information about the kinds of disasters that happen in your area and how often they occur. Check with your insurance agent about whether your insurance policies cover the types of disasters that can happen where you live. For example, regular insurance does not cover floods. You must have a flood insurance policy to cover flood damages.

Know the difference between a "watch" and a "warning"

The National Weather Service gives information to the public about some severe weather events, such as thunderstorms, winter storms, hurricanes, floods, flash floods, and tornadoes. Listen or watch for these terms:

Watch: A "watch" means that severe weather is threatening and may occur in your area. Continue to listen to the radio or watch television for information and advice.

Warning: A "warning" means that the event is happening *now*; it is imminent or has been seen on weather radar. This is the time to *immediately* protect yourself.

Some events happen very quickly, so warnings may not be issued or you may not receive them. Always pay attention to the weather around you. Take action when you think severe weather may be moving into your area, even if no official warning is given on the radio or television.

Know what your environment is likely to look like after the disaster

Disasters have many effects. Some are predictable and others are not. You should know what can happen and what your environment may be like after the disaster. It is our goal to help you deal with the hardships of a disaster. And you can. But first we must take a realistic look at what can happen during a disaster. Consider the following circumstances:

- In disasters that have high winds and during earthquakes, a great deal of shaking may take place. This can break things and scatter debris. Hanging objects, such as plants, mirrors, and pictures, are likely to fall. Books may be flung from bookcases and the bookcases may fall. In your office, file cabinets, computers, and other unsecured items may fall. Acoustical

ceiling tiles and all of the dust behind them may drop. Large and heavy furniture, such as couches, chairs, beds, and dressers, may move and block your pathway completely or in part.

- Floods, earthquakes, and winter storms can cause sidewalks and roadways to crack or become impassable. Roads and sidewalks may be covered by mud, water, or debris, so you may not be able to tell where they begin and end. Mud, sand, and other materials may be left behind for long periods. In floods, the water may be moving very rapidly. This can keep you from leaving an area.

In a disaster, roads and sidewalks may be covered by mud, water, or debris. You may not be able to tell where roads and sidewalks begin or end.

- There could be so much debris on the streets that it would take weeks to clear it away. This could leave you stranded at home and keep caregivers from reaching you.
- Familiar landmarks you use to help guide you may move or be destroyed, both indoors and out.
- If you have a service animal, such as a guide dog, hearing dog, or personal-care monkey, the animal may be hurt or too frightened to work after a disaster.
- Your home may be destroyed or isolated. Or, it could have enough damage to make it unlivable for a long time.
- Your usual ways of getting groceries, medications, and medical supplies may be disrupted. It may take several days before stores reopen, so you may not be able to readily replace even basic items related to your disability, like hearing-aid batteries and prescription medications.
- You may not be able to carry out your daily activities as you did before the disaster.
- You may have a hard time reaching or getting help from police and fire departments, ambulance services, doctors, hospitals, pharmacies, veterinarians, markets, personal assistants, and other home health providers.
- Utilities like electricity, water, gas, and phone service may be disrupted for a long time.

- You may not be able to do the following:
  - — Cook.
  - — Cool or heat your home.
  - — Make or receive phone calls to or from your doctor, fire department, ambulance service, support network, and others. You may not be able to use telephone relay systems and/or teletype equipment because systems may be overloaded or destroyed.
  - — Light your home. You may have to move or communicate in the dark.
  - — Receive emergency information from your television or radio.
  - — Use equipment dependent on power, such as battery chargers, oxygen, suction devices, or home dialysis equipment.
  - — Access cash through an automatic teller machine (ATM). Also, banks may be closed.
  - — Fill vehicles with gas since pumps may not be working.

Know some other effects of a disaster

- Public transportation may not be working. Routes and schedules may be changed. Public and private wheelchair transport services or paratransits may not be operating.
- Roads may be damaged or blocked. Road signs may be down. Traffic lights and walking signals used to cross the street may not be working properly, or at all. This can disrupt cues used to cross the street. Travel time may be longer because of detours and added traffic.
- Noisy surroundings, like a shelter, may interfere with how well your hearing aid functions. Also, the vibratory cues you are used to may be disturbed. A noisy environment can be very disorienting for people with visual impairments, as well.
- You may need temporary housing for pets.

Know how disaster-related stress may affect your disability

Experiencing a disaster can be overwhelming. Stress makes many medical conditions worse. Everyone affected by a disaster may experience one or several of the following symptoms:

Psychological and Emotional

- Anxiety
- Irritability, restlessness, overexcitability
- Depression, moodiness, crying
- Anger, blaming
- Feelings of apathy, diminished interest in usual activities
- Feelings of isolation, detachment, estrangement
- Feelings of guilt about surviving
- Denial or constriction of feelings
- Flashbacks or unwelcome memories of the disaster
- An exaggerated reaction to being startled
- Recurrent nightmares about the disaster or about other traumatic events
- Inability to fall or stay asleep
- Sleeping excessively

Physical

- Headaches
- Weakness
- Nausea, upset stomach, other gastrointestinal problems
- Muscle soreness
- Hot or cold spells; sweating or chills
- Numbness or tingling in body parts
- Heavy feeling in arms and/or legs
- Feeling a “lump” in your throat
- Chest pains
- Trouble catching your breath; rapid breathing
- Tremors
- Fatigue
- Increase in allergies, colds, or flu
- Heart palpitations

Thought

- Poor concentration
- Mental confusion
- Slowness of thought
- Inability to express yourself verbally or in writing
- Forgetfulness
- Inability to make judgments and decisions
- Loss of ability to think of alternatives or prioritize tasks

Behavior

- Hyperactivity
- Outbursts of anger or frequent arguments
- Loss of objectivity
- Withdrawal, social isolation, distancing yourself from others
- Increased use of alcohol, tobacco, or other drugs
- Avoidance of activities or places that remind you of the disaster
- Family problems

After a disaster, you may need to ask for help to do things you usually would have done independently.

If any of these symptoms affect your ability to function, seek medical attention from your doctor or a mental health provider familiar with the effects of disasters. Some people may never have a reaction. Others may have delayed reactions that can show up days, weeks, or even months after the disaster happens. Not everyone has reactions right away. These symptoms may go and then come back again when something makes you think about the disaster.

After a disaster, be sure to talk to someone about how you are feeling: a member of the clergy, a counselor, or someone in the Employee Assistance Program provided by your employer. Also, the Red Cross has disaster mental health professionals who can help you deal with the stress related to your disaster experience.

Remember that service animals may also suffer emotional trauma. Get their daily routine back to normal as soon as possible. This will make it easier for them to serve you as before.

Know how a disaster may affect your independence

You are used to being in a certain environment. However, a disaster can change your ability to deal with this environment. It is important that you anticipate for your lowest level of functioning for your personal disaster plan. Your condition may become worse because of physical or emotional reactions to stress. For example, people who do not need the aid of devices on a daily basis may need a wheelchair after a disaster.

After a disaster, you may need to ask for help to do things you usually would have done independently. Understandably, this may make you feel especially vulnerable. You may need help putting your home back in order, filling out forms, or providing documentation and information to disaster relief agencies. This can add to the stress you may be feeling. A personal support network that knows your needs may anticipate some of them and make your recovery easier and less stressful.

Know how to reduce the impact of a disaster on you

Now that you know what may happen, what can you do to reduce the effects of the disaster and to develop a personal disaster plan?

Start by considering the following actions:

- Create a personal support network (page 12).
- Complete a personal assessment of your needs (page 15).
- Collect information and take actions that will help you meet your needs during evacuations and after the disaster happens (page 20).
- Gather essential supplies you will need during and after a disaster, especially those specific to your disability (page 28).
- Make your home or office safer (page 35).

Do not depend on only one person. Include a minimum of three people in your network for each location where you regularly spend a lot of time.

A personal support network (sometimes called a self-help team, but referred to only as a "network" in this booklet) can help you prepare for a disaster. They can do this by helping you identify and get the resources you need to cope effectively with a disaster. Your network can help you practice vital activities, like evaluating your home or workplace. Network members can also assist you after a disaster happens. You should put together your network before you assess what your needs will be during and after a disaster. First consider the ways to develop your personal support network, then turn to page 11 for suggestions on how you can prepare for a disaster.

Organize a network for your home, school, workplace, volunteer site, and any other place where you spend a lot of time.

- Organize a network for your home, school, workplace, volunteer site, and any other place where you spend a lot of time. Members of your network can be roommates, relatives, neighbors, friends, and co-workers. They should be people you trust and who could check to see if you need assistance. They should know your capabilities and needs, and offer help within minutes.

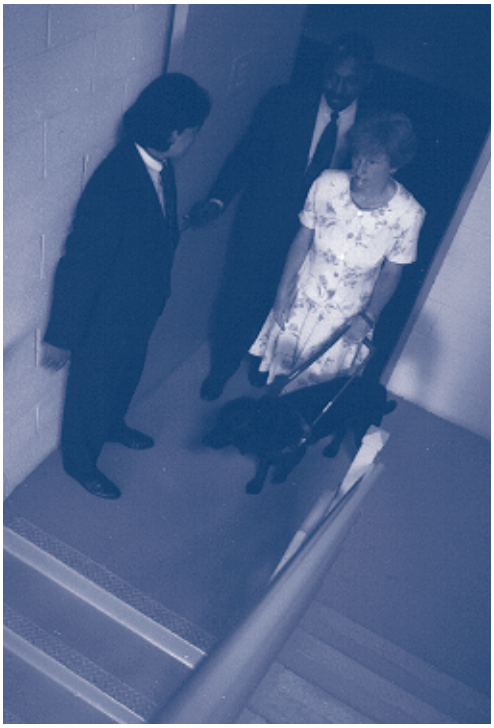
  Do not depend on only one person. Include a minimum of three people in your network for each location where you regularly spend a lot of time during the week.

- Think of what your needs would be during a disaster and discuss these with each of your networks. Complete a written assessment of your needs with your network in the space provided in the following section (page 15). This can help your network members learn the best ways to assist you and offer additional ideas for you to think about.

- Give your network members copies of your emergency information list, medical information list, disability-related supplies and special equipment list, evacuation plans, relevant emergency documents, and personal disaster plan when you complete them (pages 46–48).

Agree on how you and your network will contact each other during an emergency. Do not count on the telephones working.

- Arrange with your network to check on you immediately if local officials give an evacuation order or if a disaster occurs. Do this before an emergency happens so that your network members can help you when you need them. Also, ask your network to notify you of an emergency you may not know about. For example, if a siren or loudspeaker system notifies a neighborhood of a disaster and you are Deaf or have hearing loss, be sure that your network knows to give you this information. Ask them to give you any other disaster-related information that is not already in writing, such as radio information about the disaster or the location of shelters.



Your network should know your capabilities and needs and offer help within minutes.

- Agree on how you and your network will contact each other during an emergency. Do not count on the telephones working. Also, choose a signal for help that you both understand. Signals can be shouting, knocking on the wall, or using a whistle, bell, or high-pitched noisemaker. Visual signals could include hanging a sheet outside your window.
- Give the members of your network all the necessary keys they may need to get into your home, car, etc.
- Show your network how to operate and safely move the equipment you use for your disability, if necessary. Ask them to "practice" with any of your special equipment. This will help them feel more comfortable when using it during an emergency.
- Make sure your service animal knows the people in your network. This will make it easier for the animal to accept care from someone other than yourself.
- Explain to your network any assistance for personal care that you may need. Give them written instructions on how best to assist you and your animals.

- Label your equipment and attach instruction cards on how to use and move each item. Laminate the instruction cards for added durability.
- Inform your network about any areas on your body where you have reduced feeling. Have them check these areas for injuries after a disaster if you cannot check them yourself.
- Practice your plan. Based on your knowledge of the disasters in your area, simulate any problems or obstacles you may experience. Have the members of your network practice how to help you, and familiarize them with any adaptive equipment you may need.
- Choose an emergency meeting place you are familiar with where you and others can reunite after exiting a building. You should select a meeting place for each area where you spend a lot of time.
- Select with your network a signal that you can use to let them know you are okay and have left the site.
- Give your network your travel dates if you will be traveling.
- Review and revise your personal assessment and disaster plan regularly, or as your condition changes. Your network should help in this review as well. You will also find that as you and your network practice, all of you will find problems and solutions you have not thought of before.

The trusting relationship you develop with the members of your network should be mutual. Learn about each other's needs and how to assist each other during an emergency.

You should decide what you will be able to do for yourself and what assistance you may need before, during, and after a disaster. This will be based on the environment after the disaster, your capabilities, and your limitations. To complete a personal assessment, make a list of your personal needs and your resources for meeting them in a disaster environment. Consider the following information as you make your personal assessment.

Think about the following questions and note your answers in writing or record them on a tape cassette that you will share with your network. These answers should describe both your physical capabilities right now and the assistance you will need during the time that the disaster disrupts your normal routine. Base your plan on your lowest anticipated level of functioning.

Daily Living

Personal Care Do you need assistance with personal care, such as bathing and grooming? Do you use adaptive equipment to help you get dressed?

My Capabilities Today	Assistance I Need Because of Disaster
_____	_____
_____	_____
_____	_____
_____	_____

Water Service What will you do if water service is cut off for several days, or if you are unable to heat water?

My Capabilities Today	Assistance I Need Because of Disaster
_____	_____
_____	_____
_____	_____
_____	_____

Personal Care Equipment Do you use a shower chair, tub-transfer bench, or other similar equipment?

My Capabilities Today	Assistance I Need Because of Disaster

Adaptive Feeding Devices Do you use special utensils that help you prepare or eat food independently?

My Capabilities Today	Assistance I Need Because of Disaster

Electricity-Dependent Equipment How will you continue to use equipment that runs on electricity, such as dialysis, electrical lifts, etc.?

My Capabilities Today	Assistance I Need Because of Disaster

Getting Around

Disaster Debris How will you cope with the debris in your home following the disaster?

My Capabilities Today	Assistance I Need Because of Disaster

Transportation Do you need a specially-equipped vehicle or accessible transportation?

My Capabilities Today	Assistance I Need Because of Disaster

Errands Do you need to get groceries, medications, and medical supplies? Think about what you will do if you depend on only one person to shop or run errands for you. What if your assistant cannot reach you because roads are blocked or because the disaster has affected him or her as well?

My Capabilities Today	Assistance I Need Because of Disaster

Evacuating

Refer to page 23 for more information about evacuating a building during a disaster.

Use the information from your personal assessment to plan how you will prepare for a disaster.

Building Evacuation

Do you need help to leave your home or office?

My Capabilities Today	Assistance I Need Because of Disaster

Building Exits

If the elevator is not working or cannot be used, are there other exits? (Include using a window as an alternate escape.)

My Capabilities Today	Assistance I Need Because of Disaster

Getting Help

How will you call for the help you will need to leave the building?

My Capabilities Today	Assistance I Need Because of Disaster

Mobility Aids What will you do if you cannot find your mobility aids, or cannot find or use equipment necessary for your service animal?

My Capabilities Today	Assistance I Need Because of Disaster

Ramp Access What will you do if your ramps are shaken loose or become separated from the building?

My Capabilities Today	Assistance I Need Because of Disaster

Service Animals/Pets Will you be able to care for your animal (provide food, shelter, veterinary attention, etc.) during and after a disaster? Do you have another caregiver for your animal if you are unable to meet its needs?

My Capabilities Today	Assistance I Need Because of Disaster

Make a personal disaster plan. This will help you organize information you will need and activities you will do during and after a disaster.

Use the form on page 46 to fill out emergency information.

How well you prepare and how much you practice before a disaster occurs will determine how successfully you deal with and recover from disasters. Your personal disaster preparation is a continuing process. It helps you and your network identify, get, develop, manage, and maintain the information and resources you will need to deal with a disaster when it happens.

Prepare yourself based on the capabilities and limitations you believe you will have after the disaster. Also keep in mind that your usual ways of support and assistance may not be available to you for some time during an evacuation and after the disaster has occurred.

Make a personal disaster plan. This will help you organize information you will need and activities you will do during and after a disaster. Refer to page 22 for a summary of these activities. Key items in a personal disaster plan are described below. Keep copies of your disaster plan in your disaster supplies kit, car, wallet (behind driver's license or primary identification card), wheelchair pack or at work, etc. Also, share your disaster plan with your network.

Emergency Information List

Make an emergency information list that you and your network can use. This list will let others know whom to call if they find you unconscious, unable to speak, or if they need to help you evacuate quickly. Besides emergency out-of-town contacts, your list should include the names and numbers of everyone in your network.

EMERGENCY INFORMATION LIST

Please complete this form and distribute copies to your emergency contact people as well as to each member in your network.

Name:	Birth date:
Address:	
Telephone number:	Social Security number:
Local emergency contact person:	Emergency contact person's numbers:
Network members:	Network member's home/work numbers:
Out-of-town contact:	Out-of-town contact's numbers:

Ask a relative or friend who lives more than 100 miles away from you to be your "contact person." Keep in mind that a caller is more likely to connect with a long-distance number outside the disaster area than with a local number within it. In fact, all family members in a disaster area should call the contact person and give their location and condition. Once this is done, have the contact person give messages to your other friends

If you have a communication disability, make sure your emergency information list notes the best way to communicate with you.

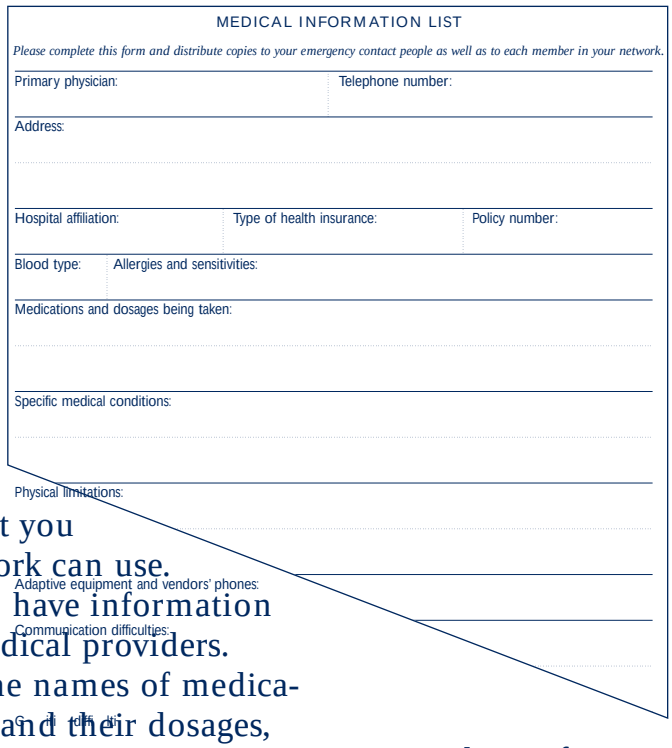
Use the form on page 47 to fill out medical information.

and relatives who live outside the disaster area. This will help reduce calling into and out of the affected area once the phones are working.

If you have a communication disability, make sure your emergency information list notes the best way to communicate with you. This may be by writing notes, pointing to letters, words, or pictures, or finding a quiet place.

Medical Information List

Complete a medical information list that you and your network can use. The list should have information about your medical providers. Also include the names of medications you take and their dosages, when you take a medication, the condition for which you take a medication, the name of the doctor who prescribed it, and the doctor's phone number. It is important to record any adaptive equipment you use, your allergies and sensitivities, and communication or cognitive difficulties you may have. Keep this list attached to your emergency information list (described above).



MEDICAL INFORMATION LIST

Please complete this form and distribute copies to your emergency contact people as well as to each member in your network.

Primary physician: | Telephone number:

Address:

Hospital affiliation: | Type of health insurance: | Policy number:

Blood type: | Allergies and sensitivities:

Medications and dosages being taken:

Specific medical conditions:

Physical limitations:

Adaptive equipment and vendors' phones:

Communication difficulties:

Attach copies of health insurance cards and related information to the medical information list. Keep at least a seven-day supply of essential medications with you at all times. Work with your doctor(s) to get extra supplies of medications and extra copies of prescriptions. Talk with your doctor or pharmacist about what you should do if you do not have enough medicine after a disaster and cannot immediately get what you need. Be sure you ask about the shelf life of your medications and the temperatures at which they should be stored. Determine how often you should replace stored medication. This helps ensure that a medicine's effectiveness does not weaken because of long storage time.

Note: If you take medications (such as methadone, chemotherapy, or radiation therapy) administered to you by a clinic or hospital, ask your provider how you should prepare for a disruption caused by a disaster.

If you are in a wheelchair when the earthquake begins, lock your wheels.

What You Can Do to Prepare for a Disaster

- Identify safe places to go to during a disaster.
  - — *Earthquake:* Identify a sturdy table or desk to get under in each room. This is important because while the earth is shaking, the movement of the ground will probably make it difficult or impossible for you to move any distance. If you cannot safely get under a desk or table, move near an inside wall of the building and cover your head and neck as best you can. Decide how you will get there when the earthquake begins. Lock your wheels if you are in a wheelchair. In bed, pull the sheets and blankets over you and use your pillow to cover and protect your head and neck.

During an earthquake, get under a desk or table, or cover your head and neck with a sturdy object.

  - — *Tornado:* The lowest floor or below-ground area of your home or workplace is safest. If there is no basement or you cannot get there, choose a room without windows, such as a bathroom or closet. Identify where this safe place is and how you would get there.
  - — *Hurricane or flood:* If local officials have not told you to leave the area, stay upstairs and in the middle of the building, away from windows. Avoid going to the lowest floor because hurricanes often cause flooding. If you are Blind or visually impaired, use a long cane in areas where debris may have fallen or furniture may have shifted. This is recommended even if you do not usually use a cane indoors.
  - — For information about how to prepare for disasters that are specific to your area, contact your local Red Cross chapter.
- Keep your service animals with you in a safe place at home, or take them with you to a shelter.
- Install at least one smoke detector on each level of your home, outside sleeping areas. If you are Deaf or have hearing loss, install a system that has flashing strobe lights to get your attention. If you have battery-operated detectors, replace batteries at least once a year, such as on your birthday, New Year's Day, etc. Test smoke detectors once a month by pushing the test button.

If you have to leave your home or workplace, you may need someone's help to evacuate safely, especially down stairwells.

- Find the location of main utility cutoff valves and switches in your home. Learn how and when to disconnect them during an emergency. Try to do this yourself (do not practice shutting off the gas). If you cannot practice alone, arrange for your network to help. Turn off utilities only if local officials tell you to do so or if you believe there is an immediate threat to life. For example, if you smell gas, see or hear sparking wires, or see water gushing from broken pipes, you should turn off utilities immediately. If you turn gas off, only a professional should turn it back on. If you cannot use the proper tools to turn utilities off at the main valves or switches, turn off the valves under sinks and by the stove. Also turn off all electrical switches in every room. Be sure that the members of your network know the following information:
  - — Where to find each utility shutoff valve.
  - — How to turn off each utility.
  - — Whether you have the proper tools and where they are located, or if your network members need to bring tools with them.
- Identify as many exits as possible from each room and from the building you are in. Be sure to include the windows as exits.
- Make a floor plan of your home. You may want your network to assist you with it. Include your primary escape routes. On the floor plan, mark the rooms where you spend a lot of time. Also, mark where your disaster supplies kit is located. Give a copy of the floor plan to your network. This will help them find you and your supplies, if necessary.
- When traveling, know the types of disasters that threaten the area you will be visiting. Let the hotel or motel front desk know of your possible needs in case of an emergency. Describe the type of help you may need. Remember to let your network members know your travel plans: when you will leave and when you will return.
- Prepare an evacuation plan before a disaster happens.
  - — If you have to leave your home or workplace, you may need someone's help to evacuate safely, especially down stairwells. If you need assistance during an emergency and your network is not available, find helpers and tell them about your condition. Give them instructions on what you need and how they can help you evacuate.

Advocate for yourself. Practice how to quickly explain to people the best way to guide or move you and your adaptive equipment, safely and rapidly.

— Practice using different ways out of a building, especially if you are above the first floor in a building with many stories. Remember, the elevator may not work or should not be used. Decide what type of equipment you may need for assistance during an evacuation. If you cannot use stairs, talk with your network about how you should be evacuated. They may want to take the Red Cross First Responder course or other training. This can teach them the proper and safe way to lift and carry you without injuring you or themselves.

— If you need devices for an emergency escape, think about your physical capabilities before making a purchase. Store devices nearby, where you can get to them easily. This may mean having more than one emergency escape device available.

— Advocate for yourself. Practice how to quickly explain to people the best way to guide or move you and your adaptive equipment, safely and rapidly.

  Be ready to give brief, clear, and specific instructions and directions to rescue personnel, either orally or in writing. For example, say or write these instructions:

  • ”Please take my—

    Oxygen tank.

    Wheelchair.

    Gamma globulin from the freezer.

    Insulin from the refrigerator.

    Communication device from under the bed.”

  • ”Please do not straighten my knees. They are fused in a bent position.”

  • ”I have had a brain injury. Please write down all important instructions and information.”

  • ”I am Blind/visually impaired. Please let me grasp your arm firmly.”

  • ”I am Deaf. Please write things down for me.”

— When needed, ask for an accommodation from disaster response personnel. For example, let a responder or relief worker know if you cannot wait in lines for long periods for items like water, food, and disaster relief assistance. Practice how to explain clearly and briefly why you need this assistance. You may also want to write the explanation down ahead of time.

Choose an alternate place to stay, such as with friends, family, or at a hotel or motel outside your area if you have been told to leave your home.

— Keep your automobile fuel tank more than half full at all times. Also, stock your vehicle with a small disaster supplies kit (refer to Disaster Supplies on page 28 for more information). If you do not drive, talk with your network about how you will leave the area if the authorities advise an evacuation. In some communities, local government agencies offer transportation for persons needing assistance during an evacuation. Ask your local emergency management office if these services are available in your area for persons with your disability.

— Become familiar with the emergency or disaster/evacuation plan for your office, school, or any other location where you spend a lot of time. If the current plan does not make arrangements for people with disabilities, make sure the management at these sites knows your needs. Be sure that you are included in the overall plan for safety and evacuation of the building.

— Choose an alternate place to stay, such as with friends, family, or at a hotel or motel outside your area if you have been told to leave your home. You may have enough early warning time (as with a slow-rising flood or hurricane) to leave before the disaster occurs. This is especially important if you live in a mobile home or trailer. Find out if there are predesignated shelters in your area and where they are.

— Have a care plan for your pet. Plan for the care of your pets if you have to evacuate your home. Pets, unlike service animals, will not be allowed into emergency shelters. So, it is best to decide now where you will take your pet if you must leave. Contact your local Red Cross chapter or Humane Society for more information.

— Have a care plan for your service animal. Service animals are allowed in hotels or motels and Red Cross shelters. However, these places cannot care for your animal. When you leave your home, remember to take a collar, harness, identification tags, records of vaccinations, medications, and food for your service animal with you.

Summary Checklist for Personal Disaster Preparation

There are many parts to a personal disaster plan. Fortunately, they do not have to be completed all at once. As you finish each part of your preparation, note the date in the space provided below. Review and update this plan regularly.

Date Completed	
_____	Make an emergency information list. Include— • Medical and emergency contact information. • Emergency out-of-town contacts. • Names and numbers of everyone in your network. • Name and number of a relative or friend who lives more than 100 miles away from you. If you have a communication disability, make sure your emergency information list notes the best way to communicate with you.
_____	Fill out a medical information list. Include information about— • Medical providers. • Medications you use. • Adaptive equipment and/or body system support equipment you use. • Allergies and sensitivities. • Communication or cognitive difficulties.
_____	Attach copies of health insurance cards and related information to your medical information list.
_____	Keep at least a seven-day supply of essential medications with you at all times.
_____	Have extra copies of prescriptions.
_____	Talk with your doctor or pharmacist about what you should do if you do not have enough medicine after a disaster. Also, find out the shelf life of your medication and the storage temperature it needs.
_____	Determine how often you should replace stored medication.

Date Completed	
_____	Identify safe places to go to during an— • Earthquake. • Tornado. • Hurricane. • Flood. • Fire.
_____	Install at least one smoke detector on each level of your home, outside sleeping areas.
_____	Find the location of utility cutoff valves and switches. Become familiar with how to operate them.
_____	Identify as many exits as possible (but at least two) from each room and from the building you are in.
_____	Make a floor plan of your home. You may want your network to help you do this. Include your primary escape routes.
_____	Practice using different ways out of a building, especially if you are above the first floor in a building with many stories.
_____	Decide what type of equipment you will need for assistance during an evacuation.
_____	Be ready to give brief, clear, specific instructions and directions to rescue personnel.
_____	If you do not drive, talk with your network about how you will leave the area if authorities advise an evacuation.
_____	Ask your local emergency management office if transportation services are available to persons with your disability during an emergency evacuation. Find out how to arrange to get this service.
_____	Become familiar with the emergency or disaster evacuation plan for your office, school, or any other location where you spend a lot of time.
_____	Choose an alternate place to stay.
_____	Have a care plan for your pet.
_____	Have a care plan for your service animal.

A disaster supplies kit contains food, water, tools, and other things you and your service animal will need immediately after a disaster strikes. Your kit should have enough food and water supplies to sustain you and those you live with for at least three days, preferably seven days or more.

Gather your basic disaster supplies and store them somewhere that is easy for you to get to.

Note: You do not need to collect all the items for your disaster supplies kit all at once. First, pick out the supplies you already have and put them in your kit. Next, as you plan your weekly or monthly budget, try to include a few items for your kit. See the Disaster Supplies Calendar, Appendix B, page 41 for a suggested weekly shopping list. Talk with your personal physician about how you can collect and store a seven-day supply of necessary prescription medications.

Refer to Appendix A, page 37, for a list of basic disaster supplies.

There are different types of disaster supplies kits you should assemble. Combine the following kits as you need them, and store them somewhere that is easy for you to get to.

- Basic disaster supplies kit (includes a first aid kit)
- Portable disaster supplies kit
- Disaster supplies kit for your car
- Disability-related supplies and special equipment
- Service animal and pet supplies

Basic Disaster Supplies Kit

Make a disaster supplies kit that contains your basic disaster supplies for home and your disability-related supplies. You should keep enough basic supplies to maintain you in your home for at least three days, preferably seven or more. Supplies you need related to your disability should last a minimum of seven days. Remember any special dietary needs you may have when planning your disaster food supplies. Refer to Appendix A, page 37, for a list of basic disaster supplies.

Refer to Appendix A, page 40, for a list of disability-related and portable disaster supplies.

First Aid Kit: Put together a first aid kit. This will go in your basic disaster supplies kit. Include an American Red Cross first aid textbook. Enclose sanitary supplies, extra glasses (an old pair) and a case, and solution for contact lenses, if you wear them. Refer to Appendix A, page 37, for a list of items to include in your first aid kit.

Your disability-related supplies can be part of both your basic and your portable disaster supplies kit.

Disability-Related Supplies and Special Equipment

List the special supplies and equipment you may need. Be sure to note the places where they are stored. Refer to Appendix A, page 40, for a list of disability-related supplies and special equipment. This list is extensive and you may use only a few of the items listed here.

Keep your portable disaster supplies kit within easy reach at all times.

Keep mobility aids near you at all times. If you have extra aids (such as a cane), have them available in several locations.

Disability-related supplies can be part of both your basic and your portable disaster supplies kits. If you must leave your home for any reason, your disability-related supplies will be available to take with you. If you are confined to your home, these supplies will be available along with your basic disaster supplies kit.

Portable Disaster Supplies Kit

Get a drawstring bag, a pouch with lots of pockets, a fanny pack, or a small backpack and keep it within reach, by or on your chair, wheelchair, scooter, or other assistive device.

Your portable disaster supplies kit should include a copy of your emergency information list and other lists; a small flashlight; a whistle or noisemaker; water; extra medication and copies of prescriptions; an extra pair of glasses; a hearing aid; sanitary supplies; a pad and pencil or other writing device; and a pair of heavy work gloves for wheeling over glass and debris.

At night, keep these portable supplies either next to or under your bed.

Disaster Supplies for Your Car

Beside the basic disaster supplies listed in Appendix A, page 37, you should also carry other disaster supplies in your car. Store several blankets; an extra set of mittens or gloves, wool socks, and a wool cap; jumper cables and instructions; a small sack of sand or kitty litter for traction; a small shovel; a set of tire chains or traction mats; a red cloth to use as a flag; and a CB radio or cellular telephone in any vehicle you use regularly.

Store basic disaster supplies and other emergency items in your car.

Refer to Appendix A, page 40, for a list of car and service animal and pet supplies.

Service Animal and Pet Supplies

Like your disability-related supplies kit, the service animal and pet supplies can be part of your basic disaster supplies kit or your portable disaster supplies. This will depend on whether you evacuate or are confined to your home.

Your service animal and pet supplies should include food; water; a leash or harness; a collar; and identification tags. Dogs and cats should wear a collar and tags. Dogs should be led with a leash or harness; cats should be moved in a pet carrier. Keep an extra harness with your disaster supplies for each animal. Ask your veterinarian for first aid information and a list of supplies you will need for your animals.

Make sure that identification tags, licenses, and vaccinations are current for your service animal or pet. Identification tags should list both your home telephone number and that of your primary out-of-town contact person.

Power-Dependent Equipment

Some people may use a fuel-operated generator to produce electricity if power will be out for a long time. If appropriate and feasible, get a generator listed by Underwriters Laboratories (the generator will carry a label with the letters “UL” circled on it).

Some generators can be connected to the existing wiring systems of a house. But contact your utility company *before* you connect a generator to house wiring. Connecting a generator is specifically prohibited by law in some areas, so you must check with your local utility or fire department first. To run generators in an emergency, fuel must be safely

Some utility companies offer a "priority reconnection service" for people with disabilities who use power-dependent equipment.

stored. Generators need to be operated outdoors to guarantee good ventilation. If you get a generator, be sure your network is familiar with how to operate it.

If you use a battery-operated wheelchair, life-support system, or other power-dependent equipment, discuss with your power company the type of backup power you plan to use. Some utility companies offer a "priority reconnection service" for people with disabilities who use power-dependent equipment. Many utility companies keep a list and map of the locations of power-dependent customers in case of an emergency. Contact the customer service department of your local utility company(ies) to learn if this service is available in your community. Some utility companies may require a referral from your physician to qualify you for this service. However, even with this "priority reconnection service," your power could still be out for a long time following a disaster. Providing alternatives for your power-dependent equipment is still essential.

Additional Information on Equipment and Supplies

If you use a wheelchair or scooter—

- Keep a patch kit and can of seal-in-air product in your portable disaster supplies kit to repair flat tires, unless these are puncture-proof. Also, keep an extra supply of inner tubes.
- Keep a pair of heavy gloves in your portable disaster supplies kit to use while wheeling or making your way over glass and debris.
- In areas prone to earthquakes, keep the wheelchair wheels locked and the wheelchair close to your bed at night to be sure it does not move or fall over.

If you use a motorized wheelchair or scooter—

- Have an extra battery. A car battery also can be used with a wheelchair but will not last as long as a wheelchair's deep-cycle battery.
- Check with your vendor to know if you can charge your battery by either connecting jumper cables to a vehicle battery or connecting batteries to a converter that plugs into a vehicle's cigarette lighter. *Caution:* Charge only one battery at a time.
- If available, store a lightweight manual wheelchair for backup.

If you are Blind or have a visual disability—

- Store a talking or braille clock or large-print timepiece with extra batteries.
- Have at least one extra white cane.
- Mark your disaster supplies items with fluorescent tape, large print, or braille.

- Mark your gas, water, and electric shutoff valves with fluorescent tape, large print, or braille.
- Store extra magnifiers.
- Have an extra pair of glasses if you wear them.
- Make photocopies of your information lists from this booklet.

If you are Deaf or have a hearing loss—

- Consider getting a small portable battery-operated television set. Emergency broadcasts may give information in American Sign Language (ASL) or open captioning.
- Keep pads and pencils in your home disaster supplies kit and with your car disaster supplies. Keep them with you at all times for communication.
- Keep a flashlight, whistle or other noisemaker, and pad and pencil by your bed.
- Keep a card in the disaster supplies kits (in your home and car), and with you at all times that indicates that you are Deaf. Include any other appropriate communication information such as, "I do (or do not) know American Sign Language (ASL)," or, "My service animal may legally remain with me."

If you have a speech-related or communication disability—

- Consider buying a power converter if you use a laptop computer to communicate. A power converter allows most laptops (12 volts or less) to be operated from the cigarette lighter on the dashboard of a vehicle.
- Be sure to have pencil and paper with you as a backup communication resource.
- If you use an augmentative communication device (such as an electronic communicator or artificial larynx) that allows you to communicate by voice, be sure to keep it close to you at night in a safe place.
- Store copies of a word or letter board and preprinted key phrases you would use in case of an emergency in all of your disaster supplies kits, your wallet, purse, etc.

If you use self-administered medical treatments—

- Keep in mind that traffic delays and/or severe weather hazards can happen when you do not expect them. Be sure to carry the equipment and fluids (temperature controlled) you will need when traveling.

Store your disaster supplies kit in a safe, dry place that is easy for you to get to. This place should also be easy for your network, or anyone who comes to assist you, to identify.

If you have a cognitive disability—

- Keep a copy of any instructions or information you think you will need. Also, keep a copy of this information in the disaster supplies kits you keep both at home and in your car. Prepare this information in a way that is easy for you to understand. You may want to break down the information into a step-by-step outline. This format will help you remember what to do during the confusion of a disaster.
- Have a pencil and paper ready to keep track of any new instructions or information you may receive.

Storing Supplies

Store emergency documents in sealed plastic freezer bags in your basic disaster supplies kit. Copies of lifesaving information (i.e., specifications for adaptive equipment or medical devices) should be stored in your basic disaster supplies kits and with your disability-related supplies, portable supplies kit, car supplies, and supplies you keep at work.

Keep other emergency documents in your disaster supplies kit for home so you can get to them in an emergency. (For a list of these items, see Appendix A, page 39, Important Family Documents.) If you get benefits from Social Security (SSI or SSD), put a copy of your most recent award letter with these documents as well. (**Note:** financial assistance from the American Red Cross and other disaster recovery resources will not cause a reduction in your monthly grant.) Be sure to send copies of these documents to your out-of-town contact person (seal and mark them "open in an emergency for [name] only").

Store your disaster supplies kit in a safe, dry place that is easy for you to get to. This place should also be easy for your network, or anyone who comes to assist you, to identify. If you are going to put the kit on a shelf, be sure to secure it so that it does not fall and become inaccessible when you need it.

Replace your supply of food and water every six months. Also, check the expiration dates of stored prescription medications. Replace items in your supplies kit that are old or outdated. Remember to do this by putting new purchases in the kit and using the old kit items you purchased earlier. However, do not borrow items from the kit with the intention of replacing them later. You may forget to do so.

Summary Checklist for Disaster Supplies

Date Completed	
_____	Put together a basic disaster supplies kit for your home. It should have food, water, and other essential items you would need for at least three, but preferably seven days.
_____	Obtain a first aid kit and put it with your basic disaster supplies kit for home.
_____	Collect items for a disaster supplies kit containing items you need that are related to your disability.
_____	Put together a portable disaster supplies kit in a drawstring bag or pouch to carry with you at all times.
_____	Assemble a disaster supplies kit for your car or van.
_____	Assemble disaster supplies for your service animal and pet(s).
_____	Obtain a UL-listed generator if you have equipment that runs on electricity and needs backup power.
_____	Ask your utility company if a priority reconnection service is available in your area.
_____	Get a patch kit and canned air for wheelchair tires.
_____	Put heavy gloves in your portable disaster supplies kit if you use a wheelchair. Wear these gloves when wheeling over debris.
_____	Keep an extra battery available for a motorized wheelchair.

For additional copies or an audiocassette version of this booklet, contact your local Red Cross chapter.

Visit the American Red Cross Web site at *http://www.redcross.org* for more information.

One of the best ways to reduce the damages from a disaster and avoid possible injuries is to prepare for disasters ahead of time. This will mitigate, or lessen, the effects of a disaster. Here are some suggestions on how you can make your home or office safer before a disaster strikes.

- Check hallways, stairwells, doorways, windows, and other areas for hazards that may keep you from safely leaving a building during an emergency. Secure or remove furniture and other items that may block your path. This will allow you to have several unblocked passages to travel after a disaster.
- Keep emergency lights plugged into electrical wall outlets. These lights automatically turn on if there is a power outage and may help light your escape paths for you or your network. Emergency lights will remain lit for four to six hours; however, you can turn them off by hand during the daytime to save their battery charge.

In the event of an earthquake—

- Bolt pictures, mirrors, curio cabinets, and other heavy objects to wall studs using the appropriate hardware.
- Bolt bookcases to wall studs. Use bungee cords or a strip of wood nailed to the edge of the shelf to keep books from falling off.
- Strap your water heater and other large appliances to wall studs using strap iron (sometimes called plumber's tape).
- Use latches on cabinets so that their contents do not fall out when the building shakes.
- Use hook-and-loop fasteners (such as Velcro®) to secure typewriters, computers, oxygen equipment, and other heavy items to sturdier objects.

Additional Information

Call your local American Red Cross to learn about the resources available to help you, your family, and friends prepare for a disaster. Your Red Cross chapter can also help you find out about other local programs and services offered to the public.

All Red Cross disaster assistance is free of charge. This is made possible by the generous contributions of the American people's time, money, and skills. The Red Cross is not a government agency. Financial support of your local Red Cross helps make copies of this booklet and other disaster education materials available to your community as well as to communities nationwide. Your support is appreciated.

GLOSSARY

Adaptive Equipment: Equipment that helps a person move, groom, or eat independently, such as mobility aids, grooming aids, feeding aids, and similar devices used to offset functional limits.

Augmentative Communication Device: A device used to help a person communicate by voice.

Blindness/Visual Disability: A visual condition that interferes with a person's ability to see or results in the absence of all sight.

Cognitive Impairment: A medical condition or injury that affects a person's ability to understand spoken or written information.

Communication Disability: A medical condition or injury that interferes with a person's ability to communicate by using one's voice.

Deafness/Hearing Disability: A medical condition or injury that interferes with a person's ability to hear sounds.

Evacuation Assistive Equipment: Equipment or devices used to help people leave a building in an emergency.

Mobility Disability: A medical condition or injury that impedes a person's ability to walk or move.

Personal Assessment: A written list of your needs and your resources for meeting these needs in an environment affected by a disaster.

Personal Care Assistance: The help you accept from someone to meet your daily personal needs (bathing, dressing, grooming, cooking, feeding).

Personal Support Network/Self-Help Team: A group of people who will help you at your home, school, workplace, volunteer site, or any other location in which you spend a lot of time. Members of your support network can include roommates, relatives, neighbors, friends, and co-workers you trust. Your network must be able to check if you need assistance, know your capabilities and needs, and be able to help you within minutes.

Power-Dependent Equipment: Equipment that requires electricity to operate.

Service Animal: A specially-trained animal used by a person with a disability to help with daily living. These animals are allowed by law to accompany their owners anywhere.

Warning: A "warning" means that the event is happening *now*, is going to happen, or has been observed on weather radar. You must act *immediately* to protect yourself.

Watch: A "watch" means that severe weather is threatening and may occur in your area. Listen to the radio or watch television for information and advice.

Basic Disaster Supplies Kit

There are six basics you should stock for your home: 1) water, 2) food, 3) first aid supplies, 4) clothing and bedding, 5) tools and emergency supplies, and 6) special items. Keep the items that you would most likely need during an evacuation in an easy-to-carry container.

Essentials

- ☐ Battery-operated radio and extra batteries
- ☐ Flashlight and extra batteries

Do *not* include candles. Candles cause more fires after a disaster than anything else.

Water
Store water in plastic containers, such as large soft drink bottles. Avoid using containers that will decompose or break, such as milk cartons or glass bottles. A person who is generally active needs to drink at least two quarts of water each day. Hot environments and intense physical activity can double that amount. Children, nursing mothers, and ill people will need to drink even more.

Store three gallons of water per person (one gallon for each day and for each person).

Keep at least a three-day supply of water (two quarts for drinking, two quarts for food preparation and sanitation) for each person in the household.

Food
Store at least a three-day supply of nonperishable food. Select foods that require no refrigeration, preparation, or cooking and little or no water. If you must heat food, pack a can of Sterno and matches. Select food items that are compact and lightweight. Include a selection of the following foods in your disaster supplies kit:

- ☐ Ready-to-eat canned meats
- ☐ Canned fruits, dried fruits, and nuts
- ☐ Canned vegetables

First Aid Kit

Assemble a first aid kit for your home and one for each car. A first aid kit should include the following:

- ☐ Sterile, adhesive bandages in assorted sizes
- ☐ Assorted sizes of safety pins
- ☐ Cleansing agent/soap
- ☐ Latex gloves (2 pairs)
- ☐ Sunscreen
- ☐ 2-inch sterile gauze pads (4–6)
- ☐ 4-inch sterile gauze pads (4–6)
- ☐ Triangular bandages (3)
- ☐ 2-inch sterile roller bandages (3 rolls)
- ☐ 3-inch sterile roller bandages (3 rolls)
- ☐ Scissors
- ☐ Adhesive tape
- ☐ Tweezers
- ☐ Needle
- ☐ Moistened towelettes
- ☐ Antiseptic
- ☐ Rubbing alcohol
- ☐ Thermometer
- ☐ Tongue blades (2)
- ☐ Tube of petroleum jelly or other lubricant
- ☐ Extra eye glasses

APPENDIX A

Nonprescription Drugs

- ☐ Aspirin or nonaspirin pain reliever
- ☐ Antidiarrheal medication
- ☐ Antacid (for stomach upset)
- ☐ Syrup of Ipecac (use to induce vomiting if advised by the Poison Control Center)
- ☐ Laxative
- ☐ Activated charcoal (use if advised by the Poison Control Center)

Sanitation

- ☐ Toilet paper, towelettes
- ☐ Soap, liquid detergent
- ☐ Feminine hygiene supplies
- ☐ Personal hygiene items
- ☐ Plastic garbage bags, ties (for personal sanitation uses)
- ☐ Plastic bucket with tight lid
- ☐ Disinfectant
- ☐ Household chlorine bleach
- ☐ Facial tissues

Clothing and Bedding

- ☐ One complete change of clothing and footwear per person
- ☐ Sturdy shoes or work boots
- ☐ Rain gear
- ☐ Blankets or sleeping bags
- ☐ Hat and gloves
- ☐ Thermal underwear
- ☐ Sunglasses

Tools and Supplies

- ☐ Mess kits or paper cups; plates and plastic utensils
- ☐ Cash or traveler's checks, coins.
- ☐ Nonelectric can opener, utility knife
- ☐ Pliers, screwdriver, hammer, crowbar, assorted nails, wood screws
- ☐ Shutoff wrench, to turn off household gas and water
- ☐ Tape, such as duct tape
- ☐ Compass
- ☐ Matches in a waterproof container
- ☐ Aluminum foil
- ☐ Plastic storage containers
- ☐ Signal flare
- ☐ Paper, pencil
- ☐ Needles, thread
- ☐ Medicine dropper
- ☐ Adhesive labels
- ☐ Safety goggles
- ☐ Heavy work gloves
- ☐ Whistle
- ☐ Heavy cotton of hemp rope
- ☐ Patch kit and can of seal-in-air
- ☐ Videocassettes
- ☐ Disposable dust masks
- ☐ Plastic sheeting
- ☐ Map of the area (for locating shelters)

For Baby

- ☐ Formula
- ☐ Diapers/wipes
- ☐ Bottles
- ☐ Powdered formula, milk, or baby food
- ☐ Medications

Important Family Documents

Keep these records in a waterproof, portable container:

- ☐ Copy of will, insurance policies, contracts, deeds, stocks and bonds
- ☐ Copy of passports, Social Security cards, immunization records
- ☐ Record of credit card accounts
- ☐ Record of bank account numbers, names, and phone numbers
- ☐ Inventory of valuable household goods, important telephone numbers
- ☐ Family records (birth, marriage, death certificates)
- ☐ Copy of Supplemental Security Income award letter

Medical Needs

- ☐ Heart and high blood pressure medication
- ☐ Insulin
- ☐ Prescription drugs
- ☐ Denture supplies
- ☐ Contact lenses and supplies

Items for Service Animals/Pets

- ☐ Food
- ☐ Additional water
- ☐ Leash/harness
- ☐ Identification tags
- ☐ Medications and medical records
- ☐ Litter/pan

Entertainment

- ☐ Games and books

Other Disaster Supplies

Assemble the supplies listed on page 40 in addition to your basic disaster supplies kit. Combine these with your disaster supplies kit as you need them, and store them somewhere that is easy for you to get to.

Disability-Related Supplies and Special Equipment

Check items you use, and describe item type and location.

- ☐ Glasses: _____
- ☐ Eating utensils: _____
- ☐ Grooming utensils: _____
- ☐ Dressing devices: _____
- ☐ Writing devices: _____
- ☐ Hearing device: _____
- ☐ Oxygen: _____
  Flow rate: _____
- ☐ Suction equipment: _____
- ☐ Dialysis equipment: _____
- ☐ Sanitary supplies: _____
- ☐ Urinary supplies: _____
- ☐ Ostomy supplies: _____
- ☐ Wheelchair:
  Wheelchair repair kit: _____
  Motorized: _____
  Manual: _____
- ☐ Walker: _____
- ☐ Crutches: _____
- ☐ Cane(s): _____
- ☐ Dentures: _____
- ☐ Monitors: _____
- ☐ Other: _____

Service Animal and Pet Supplies

- ☐ Food
- ☐ Extra water
- ☐ Leash/harness
- ☐ Collar
- ☐ Identification tags
- ☐ Medications
- ☐ Vaccinations and medical records

Portable Disaster Supplies Kit

- ☐ Emergency information list/other lists
- ☐ Small flashlight
- ☐ Whistle/other noisemaker
- ☐ Water
- ☐ Extra medication
- ☐ Copies of prescriptions
- ☐ Extra pair of glasses
- ☐ Hearing aid
- ☐ Sanitary supplies
- ☐ Pad and pencil or other writing device

Car Supplies

- ☐ Several blankets
- ☐ Extra set of mittens or gloves, wool socks, and a wool cap
- ☐ Jumper cables and instructions
- ☐ Small sack of sand or kitty litter for traction
- ☐ Small shovel
- ☐ Set of tire chains or traction mats
- ☐ Red cloth to use as a flag
- ☐ CB radio or cellular telephone

APPENDIX B: DISASTER SUPPLIES CALENDAR

This Disaster Supplies Calendar is intended to help you prepare for disasters before they happen. Using the calendar, you can assemble a disaster supplies kit in small steps over a five-month period. Check off items you gather each week. Remember to change and replace perishable supplies (such as food and water) every six months.

WEEK 1

Grocery Store

- ☐ 1 gallon water*
- ☐ 1 jar peanut butter
- ☐ 1 large can juice*
- ☐ 1 can meat*
- ☐ Hand-operated can opener
- ☐ Permanent marking pen

Also, pet food, diapers, and baby food, if needed.

To Do

- ☐ Find out what kinds of disasters can happen in your area.
- ☐ Date each perishable food item using marking pen.

WEEK 2

Hardware Store

- ☐ Heavy cotton or hemp rope
- ☐ Duct tape
- ☐ 2 flashlights with batteries
- ☐ Matches in waterproof container

Also, a leash or carrier for your pet.

To Do

- ☐ Complete a personal assessment of your needs and your resources for meeting your needs in a changed disaster environment.

WEEK 3

Grocery Store

- ☐ 1 gallon water*
- ☐ 1 can meat*
- ☐ 1 can fruit*
- ☐ Feminine hygiene supplies
- ☐ Paper and pencil
- ☐ Map of the area
- ☐ Aspirin or nonaspirin pain reliever
- ☐ Laxative

Also, 1 gallon of water for each pet.

To Do

- ☐ Create a personal support network who can help you identify and obtain the resources you will need to cope effectively with disaster.

WEEK 4

Hardware Store

- ☐ Patch kit and can of seal-in-air product for the tires of mobility aids
- ☐ Signal flare
- ☐ Compass

Also, extra medications or prescriptions marked "emergency use."

To Do

- ☐ Develop a personal disaster plan.
- ☐ Give copies of the following lists to your network: emergency information list, medical information list, disability-related supplies and special equipment list, and personal disaster plan.

* Purchase one for each member of the household.

Original Material for Appendix B:Disaster Supplies Calendar supplied by Chevron Real Estate Management Company © 1994.

WEEK 5

Grocery Store

- ☐ 1 gallon water*
- ☐ 1 can meat*
- ☐ 1 can fruit*
- ☐ 1 can vegetables*
- ☐ 2 rolls toilet paper
- ☐ Extra toothbrush
- ☐ Travel size toothpaste

Also, special food for special diets, if needed.

To Do

- ☐ Make a floor plan of your home including primary escape routes.
- ☐ Identify safe places to go to in case of fire, earthquake, tornado, hurricane, and flood.
- ☐ Practice a fire drill, tornado drill, and earthquake drill with your network.

WEEK 6

First Aid Supplies

- ☐ Sterile adhesive bandages in assorted sizes
- ☐ Safety pins
- ☐ Adhesive tape
- ☐ Latex gloves
- ☐ Sunscreen
- ☐ Gauze pads
- ☐ Sterile roller bandages

Also, extra hearing aid batteries, if needed.

To Do

- ☐ Check with child's day care center or school to find out about their disaster plans.
- ☐ Ask your local emergency management office if emergency transportation services are available in case of evacuation.

WEEK 7

Grocery Store

- ☐ 1 gallon water*
- ☐ 1 can ready-to-eat soup (not concentrated)*
- ☐ 1 can fruit*
- ☐ 1 can vegetables*
- ☐ Sewing kit
- ☐ Disinfectant

Also, extra plastic baby bottles, formula, and diapers, if needed.

To Do

- ☐ Establish an out-of-town contact to call in case of emergency.
- ☐ Share this information with your network so they know whom to call.
- ☐ Make arrangements for your network to check on you immediately after an evacuation order or a disaster.

WEEK 8

First Aid Supplies

- ☐ Scissors
- ☐ Tweezers
- ☐ Thermometer
- ☐ Liquid antibacterial hand soap
- ☐ Disposable hand wipes
- ☐ Needles
- ☐ Petroleum jelly or other lubricant
- ☐ 2 tongue blades

Also, extra eyeglasses, if needed. Put in first aid kit.

To Do

- ☐ Place a pair of sturdy shoes and a flashlight by your bed so they are handy in an emergency.
- ☐ If Blind, store a talking clock and one or more extra white canes.
- ☐ If Blind, mark your disaster supplies in braille or with fluorescent tape.

* Purchase one for each member of the household.

Original Material for Appendix B:Disaster Supplies Calendar supplied by Chevron Real Estate Management Company © 1994.

WEEK 9

Grocery Store

- ☐ 1 can ready-to-eat soup*
- ☐ Liquid dish soap
- ☐ Household chlorine bleach
- ☐ 1 box heavy-duty garbage bags with ties
- ☐ Antacid (for stomach upset)

Also, saline solution and a contact lens case, if needed.

To Do

- ☐ Familiarize your network with any areas on your body where you have reduced sensation.
- ☐ Choose a signal with your network that indicates you are okay and have left the disaster site.
- ☐ If you have a communication disability, store a word or letter board in your disaster supplies kit.

WEEK 10

Hardware Store

- ☐ Waterproof portable plastic container (with lid) for important papers
- ☐ Battery-powered radio
- ☐ Wrench(es) needed to turn off utilities

To Do

- ☐ Take your network on a field trip to the gas meter and water meter shutoffs. Discuss when it is appropriate to turn off utilities.
- ☐ Attach a wrench next to the cutoff valve of each utility meter so it will be there when needed.
- ☐ Make photocopies of important papers and store safely.

WEEK 11

Grocery Store

- ☐ 1 large can juice*
- ☐ Large plastic food bags
- ☐ 1 box quick energy snacks
- ☐ 3 rolls paper towels
- ☐ Medicine dropper

To Do

- ☐ Store a roll of quarters for emergency phone calls.
- ☐ Go on a hunt with your family to find a pay phone that is close to your home.
- ☐ Test your smoke detector(s). Replace the battery in each detector that does not work.

WEEK 12

Animal Care Store

- ☐ Extra harness, leash, ID tags, and food for your service animal and/or pets
- ☐ Litter/pan
- ☐ Extra water

Veterinarian

- ☐ Obtain current vaccinations and medical records of your animal(s)
- ☐ Medications

To Do

- ☐ Develop a pet care plan in case of disaster.
- ☐ Make photocopies of all vaccination records and put them in your disaster supplies kit.
- ☐ Put extra animal harness, leash, and identification tag(s) in your disaster supplies kit.

* Purchase one for each member of the household.

Original Material for Appendix B: Disaster Supplies Calendar supplied by Chevron Real Estate Management Company © 1994.

WEEK 13

Hardware Store

- ☐ Whistle
- ☐ Pliers
- ☐ Screwdriver
- ☐ Hammer
- ☐ Perforated metal tape (sometimes called plumber's tape or strap iron)
- ☐ Crow bar

To Do

- ☐ Take a first aid/CPR class from your local Red Cross.
- ☐ Arrange to have your water heater strapped to wall studs using perforated metal tape.

WEEK 14

Grocery Store

- ☐ 1 can fruit*
- ☐ 1 can meat*
- ☐ 1 can vegetables*
- ☐ 1 package eating utensils
- ☐ 1 package paper
- ☐ Cups

To Do

- ☐ Make sure your network and neighbors know what help you may need in an emergency and how best to assist.
- ☐ Practice using alternate methods of evacuation with your network.

WEEK 15

Hardware Store

- ☐ Extra flashlight batteries
- ☐ Extra battery for portable radio
- ☐ Assorted nails
- ☐ Wood screws
- ☐ Labels for your equipment and supplies

To Do

- ☐ Make arrangements to bolt bookcases and cabinets to wall studs.
- ☐ Label equipment and attach instruction cards.

WEEK 16

Grocery Store

- ☐ 1 can meat*
- ☐ 1 can vegetables*
- ☐ 1 box facial tissue
- ☐ 1 box quick energy snacks
- ☐ Dried fruit/nuts

To Do

- ☐ Find out if you have a neighborhood safety organization and join it.
- ☐ Develop a disaster supplies kit for your car or van.

* Purchase one for each member of the household.

Original Material for Appendix B:Disaster Supplies Calendar supplied by Chevron Real Estate Management Company © 1994.

WEEK 17

Grocery Store

- ☐ 1 box graham crackers
- ☐ Assorted plastic containers with lids
- ☐ Dry cereal

First Aid Supplies

- ☐ Antidiarrheal medication
- ☐ Rubbing alcohol
- ☐ Antiseptic
- ☐ Syrup of ipecac and activated charcoal

To Do

- ☐ Arrange for a friend or neighbor to help your children if you are not able to respond or are at work.

WEEK 18

Hardware Store

- ☐ "Child proof" latches or other fasteners for your cupboards
- ☐ Double-sided tape or hook-and-loop fasteners (such as Velcro®) to secure moveable objects
- ☐ Plastic bucket with tight lid
- ☐ Plastic sheeting

To Do

- ☐ Arrange for someone to install latches on cupboards and secure moveable objects.
- ☐ Put away a blanket or sleeping bag for each household member.

WEEK 19

Grocery Store

- ☐ 1 box quick-energy snacks
- ☐ Comfort foods (such as cookies, candy bars)
- ☐ Plastic wrap
- ☐ Aluminum foil

Also denture care items, if needed.

To Do

- ☐ Review your insurance coverages with your agent to be sure you are covered for the disasters that may occur in your area. Obtain additional coverage, as needed.
- ☐ Purchase and have installed an emergency escape ladder for upper story windows, if needed.

WEEK 20

Hardware Store

- ☐ Camping or utility knife
- ☐ Work gloves
- ☐ Safety goggles
- ☐ Disposable dust masks
- ☐ 2 blank videocassettes

Specialty Store

- ☐ Get an extra battery for motorized mobility aids

To Do

- ☐ Use a video camera to tape the contents of your home for insurance purposes.
- ☐ Make a copy of the videotape and send to an out-of-town friend or family member.
- ☐ Find out about your workplace disaster plan.

* Purchase one for each member of the household.

Original Material for Appendix B: Disaster Supplies Calendar supplied by Chevron Real Estate Management Company © 1994.

EMERGENCY INFORMATION LIST

Please complete this form and distribute copies to your emergency contact people as well as to each member in your network.

Name:	Birth date:
Address:	
Telephone number:	Social Security number:
Local emergency contact person:	Emergency contact person's numbers:
Network members:	Network member's home/work numbers:
Out-of-town contact:	Out-of-town contact's numbers:
How best to communicate with me:	

APPENDIX C

MEDICAL INFORMATION LIST

Please complete this form and distribute copies to your emergency contact people as well as to each member in your network.

Primary physician: | Telephone number:

Address:

Hospital affiliation: | Type of health insurance: | Policy number:

Blood type: | Allergies and sensitivities:

Medications and dosages being taken:

Specific medical conditions:

Physical limitations:

Adaptive equipment and vendors' phones:

Communication difficulties:

Cognitive difficulties:

APPENDIX C

DISABILITY-RELATED SUPPLIES AND SPECIAL EQUIPMENT LIST

Check items you use, and describe item type and location. Distribute copies to your emergency contact people as well as to each member in your network.

☐ Glasses:

_____

☐ Eating utensils:

_____

☐ Grooming utensils:

_____

☐ Dressing devices:

_____

☐ Writing devices:

_____

☐ Hearing device:

_____

☐ Oxygen: _____

Flow rate: _____

☐ Suction equipment:

_____

☐ Dialysis equipment:

_____

☐ Sanitary supplies:

_____

☐ Urinary supplies:

_____

☐ Ostomy supplies:

_____

☐ Wheelchair:

Wheelchair repair kit:

_____

Motorized:

_____

Manual:

_____

☐ Walker:

_____

☐ Crutches:

_____

☐ Cane(s):

_____

☐ Dentures:

_____

☐ Monitors:

_____

☐ Other:

_____