

Emergency Preparedness CHECKLIST

Prepare now for a sudden emergency

Learn how to protect yourself and cope with disaster by planning ahead. This checklist, provided by the American Red Cross, will help you get started. Discuss these ideas with your family, then prepare an emergency plan. Post the plan where everyone will see it—on the refrigerator or bulletin board.

For additional information about how to prepare for hazards in your community, contact your local emergency management or civil defense office or American Red Cross chapter.

Call Your Emergency Management Office or American Red Cross Chapter

- Find out which disasters could occur in your area.
- Ask how to prepare for each disaster.
- Ask how you would be warned of an emergency.
- Learn your community's evacuation routes.
- Ask about special assistance for elderly or disabled persons.
- Ask your workplace about emergency plans.
- Learn about emergency plans for your children's school or day care center.

Create an Emergency Plan

- Meet with household members. Discuss with children the dangers of fire, severe weather, earthquakes and other emergencies.
- Discuss how to respond to each disaster that could occur.
- Discuss what to do about power outages and personal injuries.
- Draw a floor plan of your home. Mark two escape routes from each room.
- Learn how to turn off the water, gas and electricity at main switches.
- Post emergency telephone numbers near telephones.
- Teach children how and when to call police, fire and emergency medical services.
- Instruct household members to turn on the radio for emergency information.
- Pick one out-of-state and one local friend or relative for family members to call if separated by disaster (it is often easier to call out of state than within the affected area).
- Teach children how to make long distance telephone calls.

- Pick two meeting places:

- 1) A place near your home in case of a fire.
- 2) A place outside your neighborhood in case you cannot return home after a disaster.

- Take a basic first aid and CPR class.
- Keep family records in a water and fireproof container.

Prepare an Emergency Kit

Assemble supplies you might need in an evacuation. Store them in an easy-to-carry container such as a backpack or duffel bag.

Include:

- A supply of water (one gallon per person per day).
Store water in sealed, unbreakable containers. Identify the storage date and replace the water every six months.
- A supply of non-perishable packaged or canned food and a non-electric can opener.
- A change of clothing, rain gear and sturdy shoes.
- Blankets or sleeping bags.
- A first aid kit and prescription medications.
- An extra pair of glasses.
- A battery-powered radio, flashlight and plenty of extra batteries.
- Credit cards and cash.
- An extra set of car keys.
- A list of family physicians.
- A list of important family information, including the style and serial number of medical devices such as pacemakers.
- Special items for infants and elderly or disabled family members.
- Photo identification.

Home Hazard Hunt

In a disaster, ordinary items in the home can cause injury and damage. Anything that can move, fall, break or cause a fire is a potential hazard.

- Repair defective electrical wiring and leaky gas connections.
- Fasten shelves securely.
- Place large, heavy objects on lower shelves.
- Hang pictures and mirrors away from beds.
- Brace overhead light fixtures.
- Secure the water heater by strapping it to wall studs.

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- Repair cracks in ceilings or foundations.
- Store weed killers, pesticides and flammable products away from heat sources.
- Place oily rags or waste in covered metal cans.
- Clean and repair chimneys, flue pipes, vent connectors and gas vents.

A Checklist for People with Mobility Problems

- Ask about special assistance that may be available to you in an emergency. Many communities ask people with a disability to register, usually with the local fire department or emergency management office, so needed help can be provided quickly in an emergency.
- If you currently use a personal care attendant obtained from an agency, check to see if the agency has special provisions for emergencies (e.g., providing services at another location should an evacuation be ordered).

Create a Plan

- Meet with household members or your personal care attendant. Discuss the dangers of fire, severe weather, earthquakes and other emergencies that might occur in your community.
- Learn what to do in case of power outages and personal injuries. Know how to connect or start a back-up power supply for essential medical equipment.
- If you or someone in your household uses a wheelchair, make more than one exit from your home wheelchair accessible in case the primary exit is blocked in a disaster.
- Teach those who may need to assist you in an emergency how to operate necessary equipment.
- Arrange for a relative or neighbor to check on you in an emergency.
- Consider getting a medical alert system that will allow you to call for help if you are immobilized in an emergency.
- Pick one out-of-state and one local friend or relative for family members to call if separated by a disaster.