

# Emergency Preparedness & Response Guidelines

## SPECIAL INSTRUCTIONS FOR PEOPLE WITH DISABILITIES

### PERSONAL DISASTER PLAN

- ✓ Consider how you go about your daily life; think about how a disaster will impact your life.
- ✓ Take into consideration what you do independently and where you may need assistance in your daily life.
- ✓ Keep in mind your regular sources of assistance may not be available after a disaster and plan now for how you will meet those needs.
- ✓ What if power, gas, phone lines are not working?
- ✓ What if roads and sidewalks are impassible or your means of transportation is unavailable?
- ✓ How will you maintain supplies of water, food, medications, and other critical needs?
- ✓ Who knows your schedule and how best to assist you?
- ✓ Take safety training and join the Campus Emergency Response Team!

### PERSONAL SUPPORT TEAM (PST)

- ✓ A PST is made up of at least 3 people who are within walking distance and can assist you immediately, such as neighbors and co-workers.
- ✓ Team members will need to know how to enter your home to check on you in case you are injured or cannot answer the door.
- ✓ You will need to familiarize your team with your schedule, how best to assist you, how to operate any necessary equipment, etc. Also, inform your Personal Support Team if you go out of town.
- ✓ Make sure your PST has your emergency contact and out-of-area contact information.

### WHAT TO DO DURING AN EARTHQUAKE

- Do NOT try to get out of the building during an earthquake! Most injuries occur when people try to exit buildings during the shaking and are injured by other people or falling debris.
- Drop, Cover and Hold On! Drop under a piece of desk, furniture or against an inside wall. Cover your head and neck. Hold on to a desk or furniture leg to keep it from shifting or uncovering you until the shaking completely stops.
- If it is difficult for you to Drop, Cover, and Hold On, the force of the earthquake may knock you off your feet or throw you to the ground. Protect yourself in the safest place possible without having to move far -no matter what your limitations are, you need to protect yourself as best as possible. The more limitations you have the more important it is to create safe spaces for yourself.
- If you are in a wheelchair, do not try to transfer to or from your chair during the shaking. Wait until the shaking stops to transfer. Lock your wheels; cover your head and neck.
- If you have mobility or balance issues, the shaking may make it even harder for you to move around. Ask for assistance.
- If in bed, stay there. Cover your head with a pillow until the shaking stops.
- If it helps – count out loud until the earthquake stops. It can help keep you calm, and if others can hear you, they will know you are okay. If you have practiced counting out loud during your drills, it can serve as a reminder for others to keep calm and remember what to do.
- Be sure you have made arrangements to have someone check on you, in case you need assistance.

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## WHAT TO DO AFTER THE EARTHQUAKE

Once the shaking stops –

- ✓ Check yourself for injury and pay extra attention to any areas where you may have reduced sensation.
- ✓ Be prepared for aftershocks. Stay close to and aware of the safe spaces near you.
- ✓ Look around for potential hazards (broken glass, fires, gas leaks, etc.)
- ✓ Furniture may have shifted and blocked your path.
- ✓ Evacuate if you don't feel safe or if you are instructed to leave. Go to any safe parking lot
- ✓ Check in with the Campus Emergency Response Team members in the parking lot and let them know if you have any health concerns or need other assistance.
- ✓ If you are near a beach, begin to move to higher ground and listen to local radio stations for tsunami warnings.

## MEDICATIONS?

- ✓ Keep a 3-5 day supply with you at all times
- ✓ Ask your doctor or pharmacist if your medications can be kept at room temperature, and if so, for how long.
- ✓ If medications need to be refrigerated, keep them in the refrigerator (even if power is out) until it begins to get warm, and then move them to the freezer until it is warm. Then transfer medications to as small an insulated container as possible.
- ✓ Use chemical cold packs to keep your medications cool.
- ✓ If you evacuate to a shelter, let shelter staff know that you have refrigerated medications.

## FOR DEVELOPMENTAL/COGNITIVE/INTELLECTUAL DISABILITIES

- ✓ Have a written or visual reminder checklist and instructions for rescuers with short, easy action steps.
- ✓ If you are nonverbal, include pictures, written phrases, or Kwik Points.

## FOR DEAF OR HEARING IMPAIRED

- ✓ Have more than one method to receive warnings and evacuation instructions.
- ✓ Keep pen and paper in your kits for receiving and communicating information
- ✓ Ask a Personal Support Team member to keep you up to date on any emergency information.

## FOR BLIND OR VISUALLY IMPAIRED

- ✓ Sound clues may not be available.
- ✓ If you need to evacuate, move slowly and check for obstacles in the way. Consider shuffling your feet if there is a lot of debris on the ground.
- ✓ Store extra canes, if used
- ✓ Identify someone to assist you.



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## FOR SERVICE ANIMALS

- ✓ Your service animal may be frightened or injured and may not be able to work after the earthquake. Their paws might be injured by broken glass or debris on the ground. Be prepared to use alternate equipment if your animal cannot provide the normal services.
- ✓ Service animals are allowed in shelters, pets are not. Be prepared to explain what services your animal performs for you and have your animal emergency kit available.
- ✓ Keep license and ID tags on animals at all times
- ✓ Keep copies of any Service Animal certification, immunization records, medications and veterinarian's contact information in your disaster kit
- ✓ Store extra animal food, water and feeding bowls
- ✓ Keep an extra harness and/or leash with your disaster supplies
- ✓ Arrange for your personal support team to check on you and your animals.
- ✓ If you have PETS make a care plan for the because they won't be allowed inside shelter facilities.

## TRANSPORTATION: VTA, PARATRANSIT & OUTREACH

- ✓ After you have evacuated to a parking lot
- ✓ Check in with campus emergency team members and let them know if you will need transportation to leave campus
- ✓ If assistance is needed, the Campus Emergency Team will make every attempt to assist

## WHAT TO DO BEFORE THE EARTHQUAKE (or any disaster)

- ✓ Create safe spaces for yourself where heavy or falling objects and breaking glass won't injure you, such as under tables or desks, along inside walls, etc.
- ✓ When you enter a room, look for safe places to Drop, Cover, and Hold On.
- ✓ Discuss emergency needs with your instructors
- ✓ Develop your Personal Support Team and include them in all phases of your planning.
- ✓ Create a Family Disaster Plan – include your family and personal support team when creating, reviewing and practicing your plans.
- ✓ Make disaster supply kits for your home, car and office. (See kit suggestions)
- ✓ Identify an out-of-state telephone contact to relay messages to family & friends (see Telephone Tips)
- ✓ Sign up for local telephone/text notification systems
- ✓ Prepare simple written instructions to aid rescuers to provide proper care
- ✓ Label Emergency Supplies using large print, fluorescent tape, Braille, or other methods that work for you.
- ✓ Make a list of equipment and medication that you may need if you had to leave your home. Keep a copy in your disaster supplies kit
- ✓ Be sure oxygen or other life support is secured so it won't fall or get damaged.
- ✓ If you have refrigerated medications, purchase a small cooler and instant ice packs (check with your doctor if you're not sure, and find out how long they can be at room temperature)
- ✓ If you use any hearing or communication devices, store extra batteries and other necessary supplies.
- ✓ Advocate for yourself! Make sure you are included in practice drills at home, work and in your community. Participate in a The Great ShakeOut earthquake drill in your region ([www.shakeout.org/regions](http://www.shakeout.org/regions)) – and encourage others to participate with you!
- ✓ Volunteer with your local Community/Campus Emergency Response Team (CERT)



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## EMERGENCY KIT SPECIFIC TO YOUR NEEDS

- A copy of a recent color photo or I.D. card and utility bill (For identification & proof of address if you must go to a shelter or to re-enter an evacuation area)
- AM/FM radio with extra batteries (consider also getting a NOAA weather radio for emergency notifications)
- Attach a "GO BAG" to your bedpost or bed frame with flashlight & batteries, sturdy close-toed shoes, heavy gloves, a whistle or noise maker, and your emergency information list (catheter supplies, feeding equipment, VNS magnet, etc.)
- Communication supplies & batteries
- Emergency contact information
- Extra cash - ATMs won't work
- Extra clothing for weather changes
- Extra eye glasses
- Extra medications (including over the counter and medications taken as needed), and medical supplies
- Extra supplies for your specific needs (Hearing aid batteries, walking stick, oxygen or nebulizer supplies, blood glucose tester, special equipment or hygiene and
- Face mask to protect from dust & debris (N95 rating)
- First Aid Kit
- Flashlight with extra batteries
- Food and Water (enough for at least 3 days)
- Hygiene Supplies
- Include supplies for service animals and family pets!
- Medical information and medication list (3-5 day supply of all medications with you at all times)
- Whistle or air horn to signal your location

## EVACUATION PLAN

- ✓ Identify all exits from every room you spend time in. (Could be a window)
- ✓ Discuss evacuation needs with your instructors
- ✓ Make sure every family member and your Personal Support Team know the location of both meeting places.
- ✓ Know the locations of building evacuation chairs and how to use them, when appropriate
- ✓ Grab your "GO BAG" when evacuating
- ✓ Take safety training and join the Campus Emergency Response Team