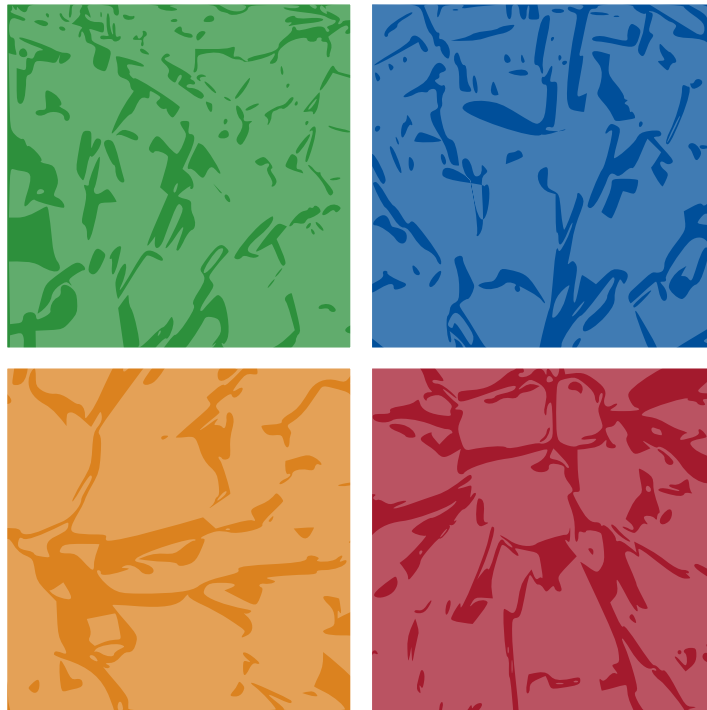


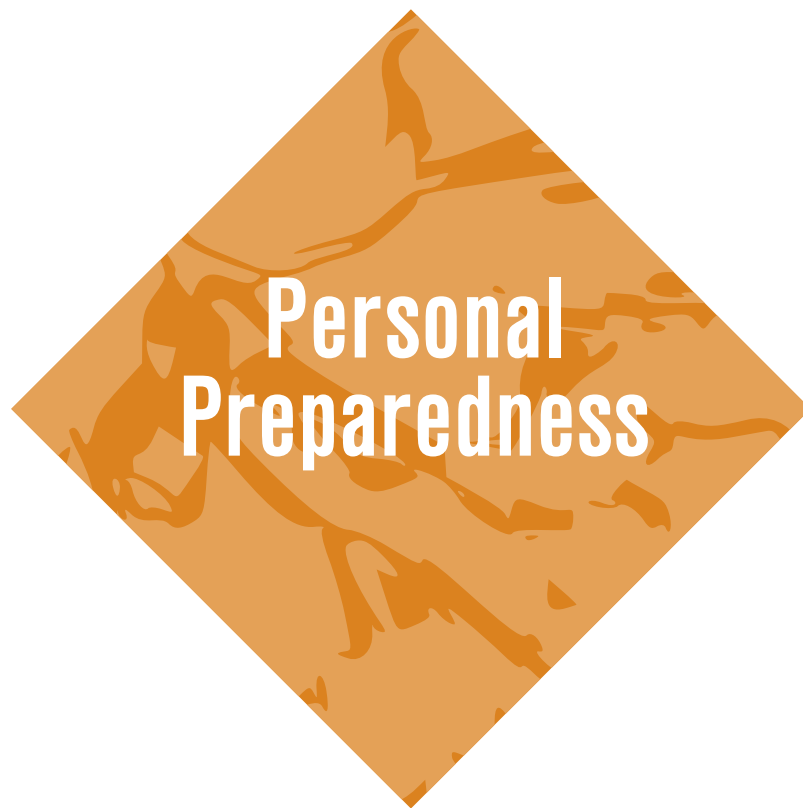
# **AAFP PREPAREDNESS GUIDE**

## for Disasters and Emergencies



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## INTRODUCTION

Once you have planned for the safety of yourself, your family, and your possessions, you will have peace of mind and be able to help others. This guide will help you establish a plan for your personal preparedness. The checklists and inventories provided should not be considered complete. Every family is different and each will have its own needs and concerns. As you use this guide, consider any unique needs, including mobility, disability, special needs, and other medical needs for your family.

## ASSESS RISK AND PREPAREDNESS

Preparations for natural and man-made disasters are similar in some ways. It is important to have an emergency supply kit, a communication plan, plans for your personal records, plans for each family member, and plans for your pets. Defining your risk will help you develop an appropriate preparedness plan. This guide addresses many of these issues, helps you to plan and prepare for these events, and provides ideas of what to do after a disaster or emergency.

## RISK ASSESSMENT

Contact your local emergency management agency to learn more about what disasters you may be at risk for. These could include:

- Mudslides
- Ice storms
- Hurricanes or tropical storms
- Volcanic eruptions
- Tornadoes
- Extreme heat or cold weather days
- Pandemic flu

### Preparedness assessment

Do you have plans in place for the following? (Check “Yes” or “No” for each)

PREPAREDNESS ACTION	Yes (update annually)	No (to-do list)
Shelter from severe storms (not requiring evacuation)		
In-home shelter in case of hazards in area		
Evacuation of your neighborhood or community		
Home evacuation in the event of a fire		
Shelter for an earthquake		
Care of family during a pandemic		
Place to meet family members if separated in an emergency		

Be sure to designate “in case of emergency” (ICE) contacts in your phone directory. You can use the following format: ICE (name of contact). Many smart phones allow you to designate ICE contacts in the settings.

## PREPAREDNESS CHECKLISTS

Make a first-aid kit for your home and for each of your automobiles. One first-aid kit should be part of a basic survival kit. A basic survival kit includes necessities for at least 72 hours following an emergency.

### First-aid kit checklist

Kit last updated \_\_\_\_\_

Basic kits should include the following supplies:

- Sterile adhesive bandages, assorted sizes
- Sterile gauze pads, assorted sizes
- Hypoallergenic tape
- Sterile roll bandages, assorted sizes
- Scissors
- Tweezers
- Needles
- Pre-moistened towelettes
- Antiseptic
- Thermometer
- Tube of petroleum jelly
- Safety pins
- Antibacterial soap
- Latex gloves
- Sunscreen
- Aspirin or other pain reliever
- Anti-diarrhea medication
- Antacid
- Laxative

### Three-day survival kit checklist

Kit last updated \_\_\_\_\_

Basic kits should include the following supplies:

#### Essentials

- Water, one gallon per person, per day for at least three to seven days
- First-aid kit and instructions for use
- Food requiring minimum heat or water
- Can opener, non-electric
- Blankets or sleeping bags
- Portable radio or weather radio with spare batteries, or hand-crank/solar radio
- Medications
- Spare eyeglasses/contacts
- Flashlight with extra batteries and/or light sticks
- Cash, including coins for emergency use
- Extra keys to house and vehicles
- Baby supplies: formula, bottles, pacifier, diapers, wipes, etc.
- Food, water, and restraint for pets

#### Sanitation supplies

- Large plastic trash bags to be used for waste\*
- Soap
- Toothbrush and toothpaste

#### Safety

- Whistle

#### Cooking

- Plastic utensils, plates, and cups

#### Tools and supplies

- Screwdriver, hammer, pliers, etc.
- Maps

#### Pet care kit

- Food for at least three days
- Water for each pet
- Medications and medical record
- First-aid kit
- Collar with ID tag, harness, or leash (backup for what pets usually wear)
- Pet carrier
- Toys/familiar comfort items
- Sanitation supplies (litter, etc.)
- Pre-moistened towelettes

*\*Trash bags can also be used as rain ponchos, tarps, or window coverings*

### Car survival kit

Kit last updated \_\_\_\_\_

Basic kits should include the following supplies:

- Blanket
- Nonperishable food and bottled water
- First-aid kit
- Flashlight with extra batteries

## COMMUNICATION PLAN

Your local emergency management agency or local health department will have a specific method to share information in the case of a disaster or emergency. Determine how you will get information from those agencies and share it with your family and practice team. Examples of different means that emergency agencies will communicate information include:

- Texts and phone calling systems
- Digital road signs
- Social media
- Sirens and speakers

Communities may have different sirens and signals in the event of an emergency. Familiarizing yourself with these sirens and signals will help you stay informed.

### **School and day care emergency procedures**

Before an emergency occurs, sit down with your children and make an emergency plan. Be sure to discuss:

- How to contact you in an emergency
- Who can and cannot pick them up from school
- Where to go if they are released from school early

Practice the plan, especially with young children, and review it during the year to help them remember. If they are too young to have or use a phone, keep a list of emergency contacts in their bag, attached to car seats and infant carriers.

### **Pets**

Many emergency shelters will not allow pets, so have a backup plan for evacuating your pets. Secure lodging in advance for each pet. Contact kennels, hotels, and friends for possible options.

## DISASTER PLAN

Your disaster plan should include scenarios for different types of disasters. For some types of disasters, you may need to take shelter in the home, while others will require plans for evacuation. The following templates and planning strategies will assist in your planning processes.

### **Evacuation planning**

Your evacuation plan lists what supplies you will need to evacuate, where you will go when you evacuate, and who should be contacted about your evacuation. If you must leave your home, be aware of potential dangers, such as flooded streets. If floodwater rises around your car, abandon the car and move to higher ground if you can do so safely. Your primary route may be blocked or closed, so plan primary and secondary routes. If you depend on others for transportation or use public transportation, be sure you have an up-to-date evacuation plan with those who will transport you. Consider any mobility or disability issues when creating your evacuation plans for you and your family.

If you are given notice of an evacuation or are preparing to evacuate, some things you can do to prepare include:

- Having full tanks of fuel in your vehicles and at least one backup filled fuel container
- Leaving early to avoid traffic
- Unplugging electronics and move to an area that is likely to remain dry
- Filling bathtubs or containers with water (except in the case of a tornado)
- Emptying all trash or garbage cans in the household
- Duct taping your fridge closed to help contain odors

## EVACUATION PLAN

Primary evacuation destination and planned route:

Alternate route considerations:

Secondary evacuation destination and route:

Alternate route considerations:

Reunion location and out-of-area phone contact:

Special considerations (pets, livestock, neighbors, etc.):

# PREPARATIONS FOR COMFORT, SAFETY, AND FINANCIAL STABILITY

## Cash supply

Be sure to have both cash and credit cards available. In some cases, you will need to have cash. If store, hotel credit card machines, or electricity are not working, you will likely need cash to buy what you need.

## Water tips

Drinking water is one of the most sought-after commodities in a disaster situation. Water purification options to consider include:

- Boiling water for 5 to 10 minutes
- Adding eight drops of bleach to a gallon of clean water, mix well, and let it stand for 30 minutes
- Adding household tincture of iodine in the same manner as bleach
- Using commercial purification tablets, follow package directions

## Insurance coverage

Ensure you are adequately covered for disasters under your insurance plan before a disaster, not after. Review your policy annually and adjust coverage, as needed. Flood insurance typically covers damage to a structure, but not contents in the structure, and is generally sold separately from other homeowner policies.

# EMERGENCY CONTACT LIST

**Remember, 9-1-1 is for life-threatening circumstances and conditions only.**

Emergency Services	Health Care Providers
Ambulance	
Fire Department	
Police	
Hospital	
Poison Control	
Utilities	Family Contact Numbers
Gas	Local Contact
Electric	Out-of-state Contact
Water	School
Cable/Satellite	Day Care
Telephone	Other
Other	Other
Financial and Insurance	Contractors
Bank	Plumber
Credit Card	Electrician
Debit Card	Tree Service
Mortgage Lender	Carpenter/Builder
Auto Insurance	Recovery Assistance
Homeowners Insurance	Red Cross 1-800-RED-CROSS (733-2767)
Other	FEMA 1-800-621-FEMA (621-3362)

Businesses may not be available after a disaster and cell services may be limited. Include email addresses and alternate contact information outside of the area likely to be affected by a disaster.

## RECOVERING FROM A DISASTER

First and foremost, ensuring safety and well-being is the first step in recovering from a disaster. Recovery will be gradual. Use these checklists to stay safe and begin the recovery process.

### Post-disaster safety checklist

1. Address any first-aid needs
2. Listen for an all-clear message from public safety officials
  - a. Listen to the radio for advisories and instructions in your area
3. Check for hazards like fires and gas leaks
  - a. If you hear a hissing sound or suspect a leak, **DO NOT TURN LIGHTS ON/OFF OR STRIKE MATCHES**
  - b. Turn off gas only if you suspect a leak
  - c. Turn off main water valve, if necessary
  - d. Turn off electricity in the main breaker or fuse box if fire is a concern
4. Watch for fallen power lines and avoid touching objects in standing water
5. Check on neighbors
6. Stay off roads
7. Check for structural damage, if safe
8. Clean up potentially harmful materials, as soon as safely possible
  - a. Wear gloves when dealing with anything exposed to flood water
  - b. Use extreme caution with debris that may contain sharp objects
9. Be aware of any wildlife or animals
10. Keep all receipts and related expenses incurred during your evacuation

### Post-disaster recovery checklist

1. Take time to rest and eat to avoid exhaustion, depression, and anxiety
  - a. Seek assistance, as needed
2. Determine your immediate needs and contact the American Red Cross or other agencies, as needed
3. Create an inventory of losses and damages to structures and belongings upon returning home
4. Check for mold after flooding or extreme humidity
5. Remove wet carpets and standing water, as soon as possible
6. Discard any food that may be contaminated
  - a. Duct tape the refrigerator door closed in the event it must be discarded
7. Secure any undamaged property, if possible
8. Remove any important documents or belongings, if possible if the property is not habitable
9. Check with insurance policies and consider financial stability
  - a. Ask for an advance on insurance settlements, if needed
  - b. Check for policies that cover lost income
10. Ask hard questions
  - a. Do I need to rebuild?
  - b. Is this the right place to rebuild?
  - c. How can I build smarter?



## ADDITIONAL RESOURCES

### **Emergency management agencies by state**

The Federal Emergency Management Agency (FEMA) provides a list of each state's emergency management agencies and contact information.

[www.fema.gov/emergency-management-agencies](http://www.fema.gov/emergency-management-agencies)

### **General preparation**

The U.S. Department of Homeland Security provides general and emergency specific information on preparedness for various disasters and emergencies, as well as financial preparation, communication, and volunteering.

[www.ready.gov](http://www.ready.gov)

### **Preparing for the safety of pets**

The Centers for Disease Control and Prevention (CDC) provides a checklist of supplies needed for pet preparedness in case of an emergency.

[www.cdc.gov/phpr/readyrigley/documents/pet\\_emergency\\_kit\\_checklist.pdf](http://www.cdc.gov/phpr/readyrigley/documents/pet_emergency_kit_checklist.pdf)

The American Society for the Prevention of Cruelty to Animals (ASPCA) provides steps on pet preparedness in case of a disaster.

[www.aspca.org/pet-care/general-pet-care/disaster-preparedness](http://www.aspca.org/pet-care/general-pet-care/disaster-preparedness)

### **Recovery**

The U.S. Department of Homeland Security provides tips and guidelines to help recover from a disaster.

[www.ready.gov/recovering-disaster](http://www.ready.gov/recovering-disaster)

### **Disaster planning for persons with mobility impairments**

Researchers at the Nobody Left Behind project provide PowerPoint presentations about disaster preparedness.

[www2.ku.edu/~rrtcpbs/powerpoint/](http://www2.ku.edu/~rrtcpbs/powerpoint/)

The National Consortium on Disaster Preparedness and Emergency Response for People with Disabilities provides a summary of their meeting about disaster preparation and emergency responses for people with disabilities.

[www2.ku.edu/~rrtcpbs/resources/Executive\\_summary.pdf](http://www2.ku.edu/~rrtcpbs/resources/Executive_summary.pdf)