

Family Preparedness Guide

“Helping you **PREPARE** before a disaster strikes”



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Preparing is Important

Too often many families are unprepared when disaster strikes. Knowing what types of emergencies are possible in your area, how to respond to these emergencies and having the needed resources readily available can help you and your families take control when disaster strikes. Depending on the nature of the emergency (naturally occurring, disease epidemic or pandemic, or an intentional act of terrorism involving chemical, biological or radiological devices) you may have to survive on your own for 72 hours or more without access to power, food, or transportation.

Each emergency and disaster affects individuals, families, and communities differently. Through preparedness efforts, you can help reduce the fear and anxieties related to these unknown situations as well as reduce the immediate and long term risks to you and your families. We recognize that emergency planning can be overwhelming if you attempt to think about every situation, so this guide is designed to make it easier for you and your families to take small steps toward preparedness. Take the steps to **PREPARE** before disaster strikes and by the end of this process you will have successfully completed a comprehensive emergency plan and created disaster kits.



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Prepare Your Plan

Family preparedness involves developing an emergency plan and practicing. This plan should include considerations for when your family is together at home and when family members are at work, school or other facilities.

Consider including the following in your preparedness plan:

- Communication plan
- Emergency kits
- Evacuation plans
- First Aid kits
- Food and water safety
- Sanitation and hygiene
- Shelter in place plans

When creating your plan and emergency kits, it is also important to consider the types of emergencies and disasters that you and your family may be at risk for. Understanding the types of emergencies and knowing how you will address them will help your family be better prepared. The following list includes examples of potential emergencies that may occur in Georgia.

Natural Events: droughts, earthquakes, extreme heat, floods and flash floods, house fires, hurricanes, thunderstorms and lightening, tornadoes, wildfires, winter advisories and ice storms

Technological: hazardous material (hazmat) incidents, nuclear power plant incidents

Terrorism: chemical, biological, radiological, nuclear and explosive (CBRNE) threats

Public Health: anthrax, botulism, chemical emergencies, infectious diseases (Ebola virus), pandemic influenza, plague, smallpox, vector-borne diseases (West Nile and Zika virus)

While these emergencies may be possible throughout the area, remember that preparing is a family effort and specific to your individual needs. Work together as a family to take the steps to be prepared, in order to stay safe and healthy during an emergency or disaster.

Reach Out to Contacts

Communication is vital to your family's safety when disaster strikes. It is important to plan how your family will keep in contact if you are separated by a disaster. FEMA has broken the communication planning process down into three simple steps – collect, share and practice. Collect a written copy of the contact information for your family and other important people. Share copies of this information with everyone in your family using wallet size emergency contact cards. Practice and review your communication plan regularly.

Emergency Contact Cards

Each member of your family should be given an emergency contact card that includes contact information for family members and other important contacts (ex: caregiver, childcare, school, and workplace). The next page provides you with the FEMA's Family Emergency Communication Plan Wallet Cards. Fill in the appropriate information and make and distribute copies to each member of your household. This document can also be accessed as a fillable PDF at <https://www.fema.gov/media-library/assets/documents/108887>.

In addition to distributing the emergency contact cards, your family can:

- Store this contact information in your mobile phones and devices
- Create and share an emergency contact group list on your mobile phones and devices
- Ensure that all of your family members know multiple ways of communicating (phone call, text message, email, social media, etc.) in the event that the primary method is unavailable

Think “Text is Best”

Make sure that everyone in your family knows how to send and receive text messages. During an emergency or disaster it may be easier to text or call long distance if local phone lines and cell towers are overloaded or out of service.

“ICE” Contacts

Create at least one “ICE” (In Case of Emergency) contact in all of your family's mobile phones or devices. Having an ICE contact makes it easier for emergency responders to identify and reach the appropriate person if you are injured or unable to readily provide the information.

Out-of-Area Contacts

Choose an out-of-area person as a “check-in” contact for everyone to call if you can't reach each other locally. Include this person's contact information on your emergency contact card.



Ready



Write your family's name above

Family Emergency Communication Plan

HOUSEHOLD INFORMATION

Home #: _____
Address: _____
Name: _____ Mobile #: _____
Other # or social media: _____ Email: _____
Important medical or other information: _____
Name: _____ Mobile #: _____
Other # or social media: _____ Email: _____
Important medical or other information: _____

Name: _____ Mobile #: _____
Other # or social media: _____ Email: _____
Important medical or other information: _____
Name: _____ Mobile #: _____
Other # or social media: _____ Email: _____
Important medical or other information: _____

SCHOOL, CHILDCARE, CAREGIVER, AND WORKPLACE EMERGENCY PLANS

Name: _____
Address: _____
Emergency/Hotline #: _____ Website: _____
Emergency Plan/Pick-Up: _____
Name: _____
Address: _____
Emergency/Hotline #: _____ Website: _____
Emergency Plan/Pick-Up: _____
Name: _____
Address: _____
Emergency/Hotline #: _____ Website: _____
Emergency Plan/Pick-Up: _____

IN CASE OF EMERGENCY (ICE) CONTACT

Name: _____ Mobile #: _____
Home #: _____ Email: _____
Address: _____

OUT-OF-TOWN CONTACT

Name: _____ Mobile #: _____
Home #: _____ Email: _____
Address: _____

EMERGENCY MEETING PLACES

Indoor: _____
Instructions: _____
Neighborhood: _____
Instructions: _____

Out-of-Neighborhood: _____
Address: _____
Instructions: _____
Out-of-Town: _____
Address: _____
Instructions: _____

IMPORTANT NUMBERS OR INFORMATION

Police: _____ Dial 911 or #: _____
Fire: _____ Dial 911 or #: _____
Poison Control: _____ #: _____
Doctor: _____ #: _____
Doctor: _____ #: _____
Pediatrician: _____ #: _____
Dentist: _____ #: _____
Medical Insurance: _____ #: _____
Policy #: _____ #: _____
Medical Insurance: _____ #: _____
Policy #: _____ #: _____
Hospital/Clinic: _____ #: _____
Pharmacy: _____ #: _____
Homeowner/Rental Insurance: _____ #: _____
Policy #: _____ #: _____
Flood Insurance: _____ #: _____
Policy #: _____ #: _____
Veterinarian: _____ #: _____
Kennel: _____ #: _____
Electric Company: _____ #: _____
Gas Company: _____ #: _____
Water Company: _____ #: _____
Alternate/Accessible Transportation: _____ #: _____
Other: _____
Other: _____

Emergency Preparedness Kits

When disaster strikes, you and your family may have to survive on your own and shelter in place. Having at least **72 hours worth of supplies** is essential to your family's survival. Due to the potential lack of resources when an emergency occurs, you should build several emergency kits - one for the home, one for the car, and a go-bag. These kits should be prepared in a waterproof, easy-to-carry container or bag. Most of the suggested items are inexpensive and easy to find, and any one of them could save your life. After gathering most of the basic items, consider what unique needs your family might have, such as supplies for pets, seniors or family members with special needs.

The following are suggested items that you may want to consider including in your home kit, go-bag, and car kit. The list is not exhaustive and because this is personal preparedness make sure to include things that meet the personal needs and desires of you and your family.

Suggested Items for Home Emergency Kit

Recommended	Have	Need
Battery-powered radio or hand crank NOAA Weather Radio with tone alert and extra batteries	<input type="checkbox"/>	<input type="checkbox"/>
Emergency charger for mobile devices	<input type="checkbox"/>	<input type="checkbox"/>
Face mask (Surgical or N95 masks) to help filter contaminated air	<input type="checkbox"/>	<input type="checkbox"/>
First aid kit	<input type="checkbox"/>	<input type="checkbox"/>
Flashlight and extra batteries	<input type="checkbox"/>	<input type="checkbox"/>
Food, at least a 3-day supply of non-perishable food	<input type="checkbox"/>	<input type="checkbox"/>
Local maps	<input type="checkbox"/>	<input type="checkbox"/>
Manual can opener for food, if kit contains canned food	<input type="checkbox"/>	<input type="checkbox"/>
Moist towelettes, garbage bags and plastic ties for personal hygiene	<input type="checkbox"/>	<input type="checkbox"/>
Plastic sheeting and duct tape to shelter in place	<input type="checkbox"/>	<input type="checkbox"/>
Water, at least 3 gallons per person, for drinking and hygiene	<input type="checkbox"/>	<input type="checkbox"/>
Whistle to signal for help	<input type="checkbox"/>	<input type="checkbox"/>
Wrench or pliers to turn off utilities, and tools to secure your home	<input type="checkbox"/>	<input type="checkbox"/>

Additional Items to Consider	Have	Need
Books, games, puzzles or other activities for children	<input type="checkbox"/>	<input type="checkbox"/>
Cash or traveler's checks in small denominations and change	<input type="checkbox"/>	<input type="checkbox"/>
Compass	<input type="checkbox"/>	<input type="checkbox"/>

Additional Items to Consider	Have	Need
Complete change of clothing, sturdy footwear and rain gear per person	<input type="checkbox"/>	<input type="checkbox"/>
Emergency reference material such as a first aid book, information from Ready.gov, or your emergency preparedness plan	<input type="checkbox"/>	<input type="checkbox"/>
Entertainment items (ex: puzzles, books, playing cards, games etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Extra clothing, hat and sturdy shoes per person	<input type="checkbox"/>	<input type="checkbox"/>
Feminine supplies and personal hygiene items	<input type="checkbox"/>	<input type="checkbox"/>
Fire extinguisher	<input type="checkbox"/>	<input type="checkbox"/>
Household chlorine bleach	<input type="checkbox"/>	<input type="checkbox"/>
Important family documents	<input type="checkbox"/>	<input type="checkbox"/>
Infant formula and diapers (if you have an infant)	<input type="checkbox"/>	<input type="checkbox"/>
Matches in a waterproof container	<input type="checkbox"/>	<input type="checkbox"/>
Medicine dropper	<input type="checkbox"/>	<input type="checkbox"/>
Mess kits, paper cups, plates, plastic utensils, paper towels	<input type="checkbox"/>	<input type="checkbox"/>
Paper and pencil	<input type="checkbox"/>	<input type="checkbox"/>
Pet food and extra water for your pet	<input type="checkbox"/>	<input type="checkbox"/>
Prescription medications and glasses	<input type="checkbox"/>	<input type="checkbox"/>
Rain gear	<input type="checkbox"/>	<input type="checkbox"/>
Scissors	<input type="checkbox"/>	<input type="checkbox"/>
Sewing kit	<input type="checkbox"/>	<input type="checkbox"/>
Signal flare	<input type="checkbox"/>	<input type="checkbox"/>
Sleeping bag or warm blanket for each person	<input type="checkbox"/>	<input type="checkbox"/>
Towels	<input type="checkbox"/>	<input type="checkbox"/>
Work gloves	<input type="checkbox"/>	<input type="checkbox"/>

Suggested Items for Go-Bag

Similar to your home-kit, your go-bag is an emergency kit that can be easily carried in the event of an evacuation or other emergency that requires you to leave your home.

Recommended	Have	Need
Battery-powered radio or hand crank NOAA Weather Radio with tone alert and extra batteries	<input type="checkbox"/>	<input type="checkbox"/>
Cash or traveler's checks in small denominations and change	<input type="checkbox"/>	<input type="checkbox"/>
Complete change of clothing including sturdy footwear and inclement weather gear (rain, snow, etc.), and thick work gloves	<input type="checkbox"/>	<input type="checkbox"/>
Duct tape, plastic sheeting and rope	<input type="checkbox"/>	<input type="checkbox"/>
Emergency charger for mobile devices	<input type="checkbox"/>	<input type="checkbox"/>
Emergency contact list	<input type="checkbox"/>	<input type="checkbox"/>
Extra set of keys for home and vehicle	<input type="checkbox"/>	<input type="checkbox"/>
Face mask (Surgical or N95 masks) to help filter contaminated air	<input type="checkbox"/>	<input type="checkbox"/>
First aid kit, with latex gloves and guide	<input type="checkbox"/>	<input type="checkbox"/>
Flash drive with copies of important documents and photos (or have documents stored in a waterproof bag/cylinder)	<input type="checkbox"/>	<input type="checkbox"/>
Flashlight and extra batteries	<input type="checkbox"/>	<input type="checkbox"/>
Food, non-perishable food items (canned food and protein rich food)	<input type="checkbox"/>	<input type="checkbox"/>
Light sticks	<input type="checkbox"/>	<input type="checkbox"/>
Lightweight emergency blanket (Mylar blanket)	<input type="checkbox"/>	<input type="checkbox"/>
Local maps	<input type="checkbox"/>	<input type="checkbox"/>
Manual can opener for food, if kit contains canned food	<input type="checkbox"/>	<input type="checkbox"/>
Moist towelettes, garbage bags and plastic ties for personal hygiene	<input type="checkbox"/>	<input type="checkbox"/>
Multipurpose tool and pocket knife	<input type="checkbox"/>	<input type="checkbox"/>
Prescription medications and glasses	<input type="checkbox"/>	<input type="checkbox"/>
Sewing kit	<input type="checkbox"/>	<input type="checkbox"/>
Toothbrush and toothpaste	<input type="checkbox"/>	<input type="checkbox"/>
Water, at least 1 gallon, for drinking and hygiene	<input type="checkbox"/>	<input type="checkbox"/>
Waterproof matches	<input type="checkbox"/>	<input type="checkbox"/>
Whistle to signal for help	<input type="checkbox"/>	<input type="checkbox"/>

Remember to keep these kits in an accessible location and make sure that all family members know where to find them.

Suggested Items for Car-Kit

Similar to the home-kit and go-bag, your car-kit should contain items that will help you in case you are stranded. The car-kit should also include supplies for vehicle maintenance and operation.

Recommended	Have	Need
Basic toolkit (including a multipurpose tool and pocket knife)	<input type="checkbox"/>	<input type="checkbox"/>
Battery-powered radio or hand crank NOAA Weather Radio with tone alert and extra batteries	<input type="checkbox"/>	<input type="checkbox"/>
Cash or traveler's checks in small denominations and change	<input type="checkbox"/>	<input type="checkbox"/>
Cat litter or sand, used for better tire traction	<input type="checkbox"/>	<input type="checkbox"/>
Complete change of clothing including sturdy footwear and inclement weather gear (rain, snow, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Emergency charger and car charger for mobile devices	<input type="checkbox"/>	<input type="checkbox"/>
Emergency contact list	<input type="checkbox"/>	<input type="checkbox"/>
Face mask (Surgical or N95 masks) to help filter contaminated air	<input type="checkbox"/>	<input type="checkbox"/>
Fire extinguisher	<input type="checkbox"/>	<input type="checkbox"/>
First aid kit, with latex gloves and guide	<input type="checkbox"/>	<input type="checkbox"/>
Flash drive with copies of important documents and photos (or have documents stored in a waterproof bag/cylinder)	<input type="checkbox"/>	<input type="checkbox"/>
Flashlight and extra batteries	<input type="checkbox"/>	<input type="checkbox"/>
Food, non-perishable food items	<input type="checkbox"/>	<input type="checkbox"/>
Light sticks, flares or reflective triangle	<input type="checkbox"/>	<input type="checkbox"/>
Lightweight emergency blanket (Mylar blanket) or sleeping bag	<input type="checkbox"/>	<input type="checkbox"/>
Local maps	<input type="checkbox"/>	<input type="checkbox"/>
Manual can opener for food, if kit contains canned food	<input type="checkbox"/>	<input type="checkbox"/>
Personal hygiene supplies (moist towelettes, garbage bags, plastic ties, feminine supplies, toothbrush and toothpaste)	<input type="checkbox"/>	<input type="checkbox"/>
Prescription medications and glasses, enough for a prolonged time away from home	<input type="checkbox"/>	<input type="checkbox"/>
Tire repair kit and pump, ice scraper, shovel and jumper cables or jump starter	<input type="checkbox"/>	<input type="checkbox"/>
Water, at least 1 gallon, for drinking and hygiene	<input type="checkbox"/>	<input type="checkbox"/>
Whistle to signal for help	<input type="checkbox"/>	<input type="checkbox"/>

Remember to keep your gas tank at least half full at all times, check fluid levels often, check brakes for wear and make sure that your tires have adequate tread.

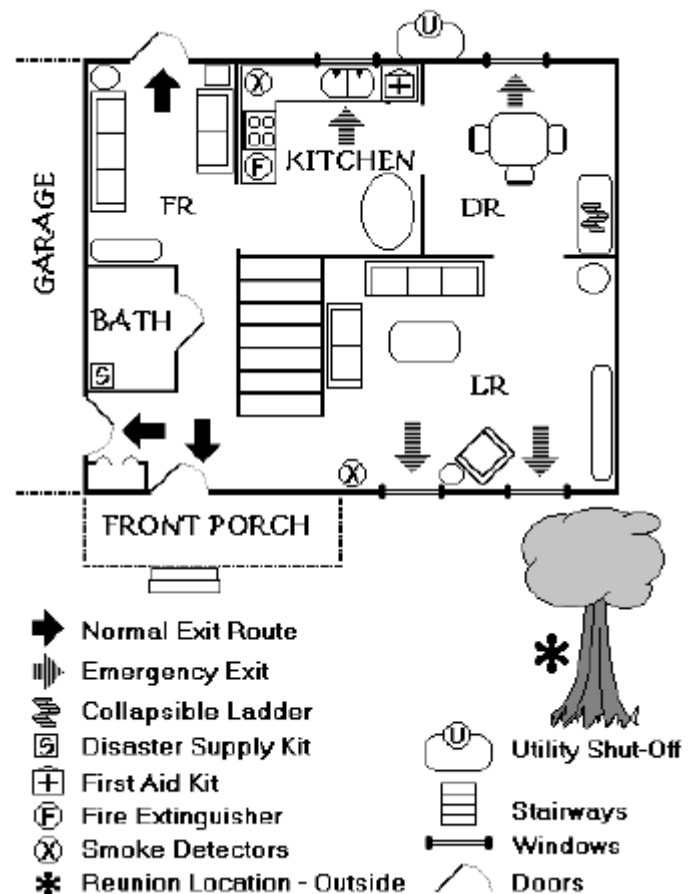
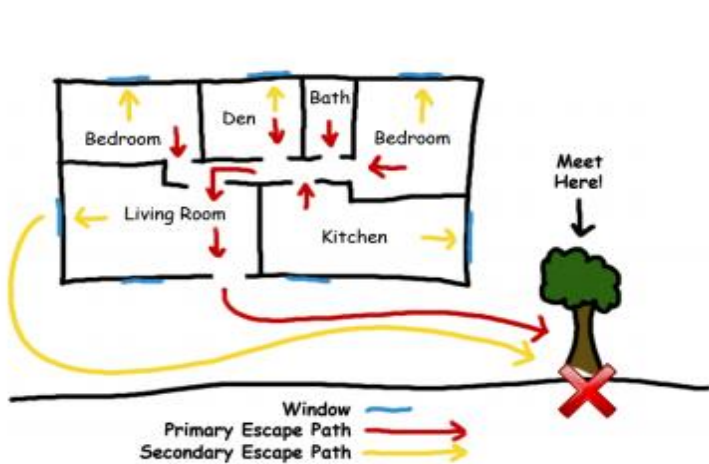
Pick a Location

Evacuation

An emergency evacuation plan is useful not only for disasters, but also for fires or other incidents in your home. When creating an evacuation plan for your family and home it is important to remember the following:

- Identify two escape routes from each room
- Identify the location of fire extinguishers, smoke detectors, first aid kits, the family's 72-hour emergency kit, and shutoff switch (gas, water and electricity)
- Identify two places for your family to meet
 - One should be near your home in case of a sudden emergency
 - The second location should be outside of your neighborhood in case you cannot return home.

Use the two next pages to write down your evacuation plans and draw the route on a map/floor plan like the examples below. Remember to discuss and practice the plan so that your family knows what to do and where to go.



Family Emergency Evacuation Plan

Family Emergency Evacuation Plan

Home
Address:
Telephone Number:
Neighborhood Meeting Place:
Out-of-Neighborhood Meeting Place:
Evacuation Location:
Shelter-in-Place Location:
School(s)
Name of School:
Address:
Telephone Number:
Evacuation Location:
Shelter-in-Place Location:
Name of School:
Address:
Telephone Number:
Evacuation Location:
Shelter-in-Place Location:
Work
Name of Work:
Address:
Telephone Number:
Evacuation Location:
Shelter-in-Place Location:
Name of Work:
Address:
Telephone Number:
Evacuation Location:
Shelter-in-Place Location:

Sheltering in Place

Depending on the nature of the emergency, local authorities may instruct you to shelter in place. When this happens you must take immediate shelter wherever you are – at home, work, school or anywhere in between. This may also mean that you should seal your room/location from allowing outside air from coming in, such as in the case of biological contaminants being released into the environment. Local authorities will specify whether you need to take shelter and/or seal the room.

The list below includes examples of ways that you may be informed that you need to shelter in place.

- "All-Call" telephoning - an automated system for sending recorded messages, sometimes called "reverse 9-1-1".
- Emergency Alert System (EAS) broadcasts on the radio or television.
- News media sources - radio, television and cable.
- NOAA Weather Radio alerts.
- Outdoor warning sirens or horns.
- Residential route alerting - messages announced to neighborhoods from vehicles equipped with public address systems.

When creating your emergency plan, choose a location in your home that will be suitable for your family to shelter in place. The ideal room is one with as few windows as possible, large enough for everyone to stay comfortably for at least 45 minutes, and preferably with a water supply.

Include the information for your shelter in place location(s) on your map/floor plan and evacuation plan on the previous pages.

Arrange Care

A disaster may happen while you are away from home. If you are unable to get home, you want to ensure that your family, pets, and loved ones are cared for.

Elder Care

In addition to the items previously suggested for your emergency preparedness kits, older individuals should speak with their medical providers to determine what the facility's emergency plans are, and what they should do if their facility is experiencing a disaster or emergency when they need treatment/care.



The following is a list of special considerations that should be considered when preparing for emergencies and disasters:

Additional Items for Consideration	Have	Need
Eyeglasses	<input type="checkbox"/>	<input type="checkbox"/>
Hearing aids and spare batteries	<input type="checkbox"/>	<input type="checkbox"/>
Wheelchair batteries	<input type="checkbox"/>	<input type="checkbox"/>
Oxygen	<input type="checkbox"/>	<input type="checkbox"/>
One week supply of medications on hand at all times	<input type="checkbox"/>	<input type="checkbox"/>
Copy of prescriptions, dosage and treatment information	<input type="checkbox"/>	<input type="checkbox"/>
Copies of medical insurance, Medicare and Medicaid cards	<input type="checkbox"/>	<input type="checkbox"/>



Consider participating in the “File of Life” program or “Vial of Life” project if you or someone in your family has critical information to share with rescuers. This may include information regarding: medication, equipment, allergies, medical provider, and hospital or treatment preferences.

Pet Care

The best thing that you can do for your pet is be prepared in case a disaster occurs. Use the suggested list below to create an emergency supply kit for your pet(s).

Suggested Items	Have	Need
3-7 days' supply of canned (pop-top) or dry food	<input type="checkbox"/>	<input type="checkbox"/>
Blanket (for scooping up a fearful pet)	<input type="checkbox"/>	<input type="checkbox"/>
Bottled water, at least 72 hour supply for each pet	<input type="checkbox"/>	<input type="checkbox"/>
Disposable garbage bags for clean-up	<input type="checkbox"/>	<input type="checkbox"/>
Disposable litter trays (aluminum roasting pans are perfect)	<input type="checkbox"/>	<input type="checkbox"/>
Extra harness, leash, and yard stake	<input type="checkbox"/>	<input type="checkbox"/>
Liquid dish soap and disinfectant	<input type="checkbox"/>	<input type="checkbox"/>
Litter or paper toweling	<input type="checkbox"/>	<input type="checkbox"/>
Pet feeding dishes	<input type="checkbox"/>	<input type="checkbox"/>
Photocopies of medical records	<input type="checkbox"/>	<input type="checkbox"/>
Recent photos of your pets (in case you are separated)	<input type="checkbox"/>	<input type="checkbox"/>
Traveling bag, crate or sturdy carrier, ideally one for each pet	<input type="checkbox"/>	<input type="checkbox"/>
Two-week supply of any medicine your pet needs in a waterproof container	<input type="checkbox"/>	<input type="checkbox"/>
Toys	<input type="checkbox"/>	<input type="checkbox"/>

Remember to keep your pets ID tags up-to-date and consider identifying a friend or family member who can care for your pet if you are unable to. You may want to place a pet rescue decal in your window to notify rescue personnel that there are pets inside your home. The ASPCA provides free Pet Safety Packs. For more information visit www.asPCA.org



Record Vital Information

Having up to date family information is critical when an emergency or disaster strikes. Make sure that your family's emergency plan includes a detailed list of important names, numbers, and copies of documentation. Keep copies of this information in a waterproof portable container in your at-home emergency kit and your go-bag. You may also want to consider keeping digital copies of this information on a waterproof USB drive.

The following is a list of emergency documentation that you may want to include:

Suggested Documents to Copy	Have	Need
Copies of credit cards and bank account records	<input type="checkbox"/>	<input type="checkbox"/>
Copies of insurance policies and inventory of household goods (include pictures of your home including all rooms, new editions and valuable items)	<input type="checkbox"/>	<input type="checkbox"/>
Copies of social security cards (*if including, keep on a password protected USB drive or in a locked and secured document holder*)	<input type="checkbox"/>	<input type="checkbox"/>
Copy of driver's license, passports or other forms of ID	<input type="checkbox"/>	<input type="checkbox"/>
Copy of wills and deeds	<input type="checkbox"/>	<input type="checkbox"/>
Family emergency contact list	<input type="checkbox"/>	<input type="checkbox"/>
Medications list and medical records	<input type="checkbox"/>	<input type="checkbox"/>
Up-to-date photographs of family members in your household	<input type="checkbox"/>	<input type="checkbox"/>

In addition to keeping copies of documents, it is also important to find and write down the location of vital resources within your home. Locate the following items and write down their location. Ensure that everyone in your household knows where they are located and how to use them.

	Location(s)	
Fire Extinguisher(s)		
Gas Shut-Off Valve		
Main Water Valve		
Smoke Detector(s)		
Water Heater		

Use the information on the following page to further develop your communication plan and collect important information. **** If you intend to include your social security number(s), keep document(s) in a password protected and/or locked and secured location. ****

Family Communication Plan

Fill in the following section for each household member and keep it up-to-date.

Name:	Social Security Number:
Date of Birth:	Important Medical Information:
Name:	Social Security Number:
Date of Birth:	Important Medical Information:
Name:	Social Security Number:
Date of Birth:	Important Medical Information:
Name:	Social Security Number:
Date of Birth:	Important Medical Information:
Name:	Social Security Number:
Date of Birth:	Important Medical Information:
Name:	Social Security Number:
Date of Birth:	Important Medical Information:
Name:	Social Security Number:
Date of Birth:	Important Medical Information:
Name:	Social Security Number:
Date of Birth:	Important Medical Information:

Important Contact Information

Doctor(s):	Telephone Number:
Pharmacist:	Telephone Number:
Veterinarian/Kennel:	Telephone Number:

Important Emergency Telephone Numbers

Fire/EMS/Police: 911 or
Poison Control:
Gas Company:
Electric Company:
Water Company:

Exercise and Evaluate Your Plan

Once you have created your family emergency preparedness plan it is important to exercise it. The more you and your family practice, the more confident you will be if you have to execute your plan.

Reviewing your plan and updating it annually are also important as they help to ensure that everyone is aware of what to do in the event of an emergency, and that the plan is still appropriate.

Take these steps to keep your plan up to date and build confidence in your family's ability to execute the plan:

- Check your fire extinguisher often – make sure it is visible and easily accessible, ensure that the seals are intact and that there is no physical damage, and ensure that it has the proper pressure
- Conduct emergency drills with all household members at least two times each year
- Keep contact information current
- Replace batteries on smoke detectors twice a year during daylight savings time
- Replace stored water and food supplies every 6 months
- Review your plan every 6 months
- Show each family member how and when to turn off the utilities at the main switches
- Test and recharge fire extinguishers according to manufacturer's instructions
- Test smoke detectors and batteries, replace and recharge as needed
- Update emergency kits as your family's needs change

Additional Resources

Water Preparation and Storage

After an emergency or disaster, water may not be available or safe to drink. This is one of the many reasons why it is important for you to store at least one gallon of water per person per day in your stockpile. After an emergency or disaster you should not use water that may be contaminated for drinking, cooking, making any prepared drink, washing dishes, or brushing teeth. Use the tips below to identify safe sources of water, how to prepare your own water containers, and how to purify your own water.

Sources of Water

Safe Sources of Water	Unsafe Sources of Water
✓ Water drained from pipes	✗ Hot water boilers
✓ Melted ice cubes	✗ Radiators
✓ Water drained from the water heater	✗ Swimming pools and spas
✓ Liquids from canned goods	✗ Untreated local reservoirs, lakes and rivers
	✗ Water beds
	✗ Water from the toilet bowl or tank

How to Store Water

To prepare the safest and most reliable emergency supply of water, it is recommended that you purchase commercially bottled water. Keep bottled water in its original container and do not open it until you need to use it. Be sure to check your kit twice a year and check the expiration or “use by” date on your bottled water.





How to Purify Water

If you need to purify water and do not have any purification tablets or are unable to boil water for 10 minutes, the Environmental Protection Agency (EPA) suggests disinfecting water using unscented household bleach (8.25% sodium hypochlorite) in a clean medicine dropper. Follow the ratios below to disinfect the water. After adding the bleach, stir the mixture and let sit for 30 minutes. For more information visit: <https://www.epa.gov/ground-water-and-drinking-water/emergency-disinfection-drinking-water>

Water	Bleach (if water is clear)	Bleach (if water is cloudy, colored or very cold)
1 quart/liter	2 drops	4 drops
1 gallon	6 drops	12 drops (1/8 teaspoon)

Fire Extinguisher Types and Operation

According to the U.S. Fire Administration, fire extinguishers are made to put out five different kinds of fires. The chart below describes the five kinds of fires and the type of extinguisher that should be used to put it out.

Type	Purpose
	Ordinary materials like cloth, wood and paper
	Combustible and flammable fluids like grease, gasoline, oil and oil-based paints
	Electrical equipment like appliances, tools, or other equipment that is plugged in
	Flammable metals
K	Vegetable oils, animal oils and fat in cooking appliances

Most home improvement stores carry multipurpose A-B-C fire extinguishers that are good for general use and work well in most home situations.

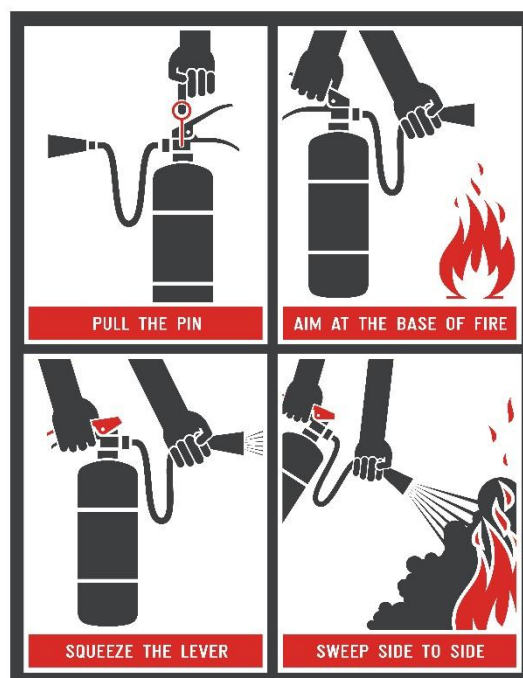
When operating a fire extinguisher, remember the word **PASS**:

Pull the pin. Hold the extinguisher with the nozzle pointing away from you and release the locking mechanism.

Aim low. Point the extinguisher at the base of the fire.

Squeeze the lever slowly and evenly.

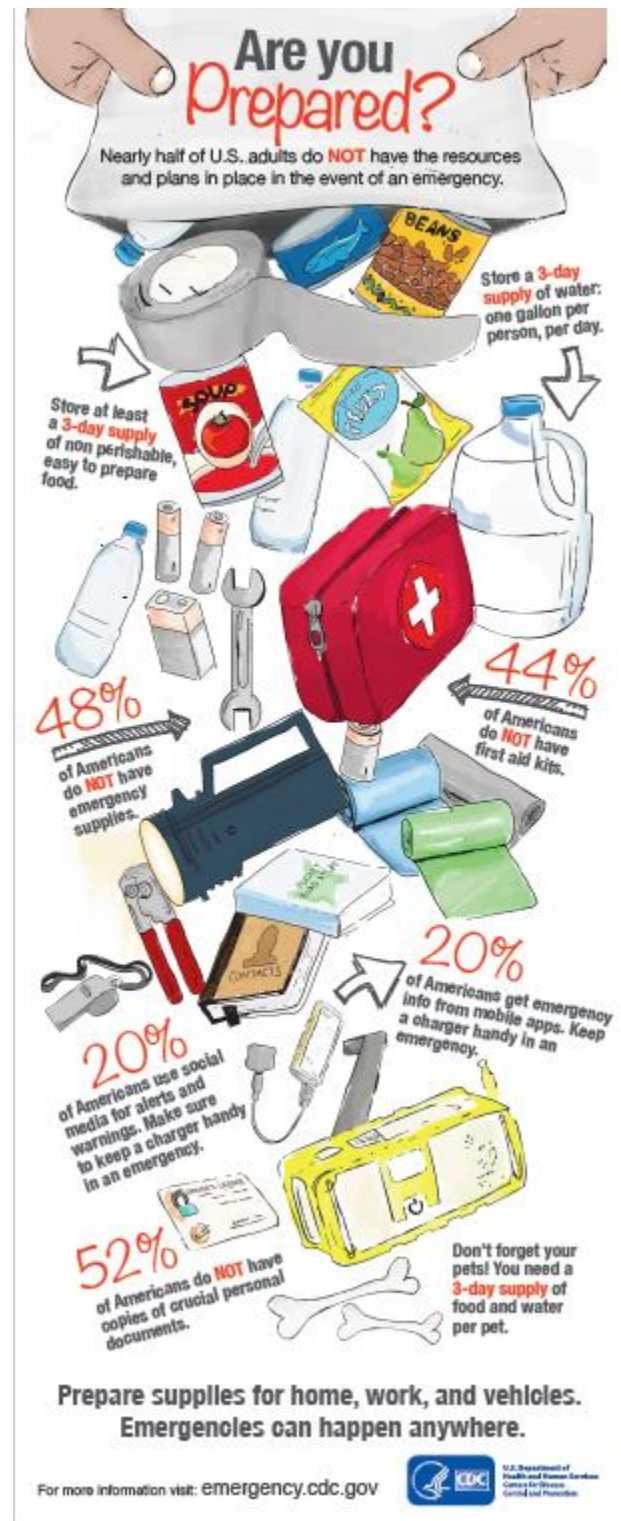
Sweep the nozzle from side-to-side.



Websites to Find Additional Information

The following websites provide additional information on Emergency Preparedness:

- American Public Health Association – www.aphagetready.org
- American Red Cross - www.redcross.org/prepare
- Be Ready Campaign - www.ready.gov
- Centers for Disease Control and Prevention - www.bt.cdc.gov/preparedness/
- Citizen Corps Volunteer Info - www.citizencorps.gov
- Department of Homeland Security - www.dhs.gov
- Disability.gov - www.disability.gov
- Federal Emergency Management Agency - www.fema.gov
- File of Life Program - www.folife.org
- Gwinnett, Newton & Rockdale County Health Departments - www.gnrhealth.com
- Medical Reserve Corps - www.mrcgem.com/reference#EP
- National Oceanic and Atmospheric Administration - www.noaa.gov
- National Weather Service - www.nws.noaa.gov
- Nuclear Regulatory Commission - www.nrc.gov
- Ready Georgia - www.ready.ga.gov
- Vial of Life Project - www.vialoflife.com



Appendix A








National Library of Medicine – Disaster and Emergency Apps

The National Library of Medicine has compiled a list of mobile device emergency and disaster apps that can help you and your family prepare for, and recover from an emergency or disaster.

Packing Your Digital Go Bag

Disaster and Emergency Apps

<http://disaster.nlm.nih.gov/apps>

Icon	Mobile Access	Description
	WISER iPhone Android Blackberry Mobile Web	WISER (Wireless Information System for Emergency Responders) from the National Library of Medicine (NLM) assists first responders in Hazmat incidents, with features including substance identification support, containment and suppression advice, and medical treatment information. Includes CHEMM content.
	REMM iPhone Android Blackberry	REMM (Radiation Emergency Medical Management) from NLM provides guidance about clinical diagnosis and treatment of radiation injuries during radiological and nuclear emergencies.
	SAMHSA Behavioral Health Disaster Response iPhone Android Blackberry	SAMHSA Behavioral Health Disaster Response connects behavioral health responders to evidenced-based behavioral health resources for use in the field. Users can access pre-loaded resources when Internet connectivity is limited, locate nearby treatment facilities, search for key materials and share information with colleagues and survivors.
	CDC iPhone Mobile Web	Centers for Disease Control and Prevention (CDC) app and mobile web page provide health and safety information related to emergencies and disasters.
	FEMA iPhone Android Blackberry Mobile Web	The FEMA app and mobile enhanced web page provide government disaster response information.
	Outbreaks Near Me iPhone Android	Outbreaks Near Me from HealthMap provides real-time, searchable disease outbreak information for your neighborhood on interactive maps.
	ReUnite iPhone Android	ReUnite from the NLM this app provides ability to upload missing and found person information for family reunification during and after disasters. It provides structured information to the NLM People Locator service.

Reviewed November 2015



For more apps & to download →

<http://disaster.nlm.nih.gov/apps>



Icon	Mobile Access	Description
	American Red Cross iPhone Android	American Red Cross has a suite of apps with useful step-by-step instructions on what to do before/during/after natural disasters. The apps also include an "I'm Safe" feature to notify family and friends that you are okay.
	American Red Cross Shelter iPhone	American Red Cross Shelter provides location and other information on emergency shelters as they are opened and are active.
	PFA Mobile iPhone Android	PFA Mobile by the National Child Traumatic Stress Network assists responders who provide psychological first aid as part of an organized response effort.
	Responder Self Care iPhone Android	Responder Self Care from the University of Minnesota School of Public Health aids those deployed to emergency response events in maintaining their own physical, emotional, and social wellbeing.
	CDC Blast Injury iPhone	CDC Blast Injury from the CDC is designed to help healthcare providers and public health professionals treat injuries, prepare for blast events, and save lives.
	ERG 2012 iPhone Android	The ERG 2012 app from the U.S. National Library of Medicine for the U.S. Department of Transportation provides first responders with a go-to resource to help deal with hazmat accidents during the critical first 30 minutes.
	CAMEO Chemicals Mobile Web	The CAMEO Chemicals tool is designed for people involved in hazardous material and incident response and planning.
	MedlinePlus Mobile Web	The MedlinePlus Web page designed for all devices provides access to consumer-oriented health information on disaster topics in English and Spanish.



Appendix B

American Red Cross – 21 Weeks to Prepare

The American Red Cross has put together “21 Weeks to Prepare,” a weekly shopping list to help a family of four put together an economically friendly emergency preparedness kit. Each week you are given a list of items to purchase or gather from your home to go into your kit.

Use the checklist on the next page to help your family create a comprehensive emergency preparedness kit that fits your family’s budget and needs.



Weeks to prepare

Weekly shopping list based on a family of 4

Week 1				
Tour your home to gather items you already have. Place all items in a waterproof bag or container before packing in kit. Check off each item as you go. <input type="checkbox"/> A sturdy, easy-to-carry container to hold items (backpack, duffle bag or large tote) <input type="checkbox"/> A set of clothes and sturdy shoes for each family member <input type="checkbox"/> Copies of important papers (birth certificates, ID, insurance policies, passports, home lease/deed, etc.) <input type="checkbox"/> A 3-day supply of your medications <input type="checkbox"/> A current list of family phone numbers and e-mails including someone who can be reached if local lines are down <input type="checkbox"/> A map (mark an evacuation route on it from your local area) <input type="checkbox"/> Extra cash in small bills <input type="checkbox"/> Spare keys for house and car <input type="checkbox"/> Spare glasses or contacts and solution <input type="checkbox"/> Books or toys				
Week 2	Week 3	Week 4	Week 5	Week 6
<input type="checkbox"/> 1 gallon water <input type="checkbox"/> 1 jar peanut butter <input type="checkbox"/> 1 box crackers <input type="checkbox"/> 2 boxes energy bars <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 1 gallon water <input type="checkbox"/> 2 cans meat/fish <input type="checkbox"/> 2 cans fruit/veggies <input type="checkbox"/> manual can opener <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 1 gallon water <input type="checkbox"/> 1 bottle juice <input type="checkbox"/> 1 pkg hand sanitizer <input type="checkbox"/> 1 antibacterial soap <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 1 gallon water <input type="checkbox"/> 1 liquid dish soap <input type="checkbox"/> 2 rolls toilet paper <input type="checkbox"/> 1 box facial tissues <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 1 gallon water <input type="checkbox"/> first aid kit & guide <input type="checkbox"/> latex gloves <input type="checkbox"/> tweezers <input type="checkbox"/> weather radio \$1.75*
Week 7	Week 8	Week 9	Week 10	Week 11
<input type="checkbox"/> thermometer <input type="checkbox"/> allergy/pain reliever in childproof container <input type="checkbox"/> sunscreen <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 1 gallon water <input type="checkbox"/> feminine supplies <input type="checkbox"/> comb & brush <input type="checkbox"/> 1 potted meat <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> towels & washcloths <input type="checkbox"/> toothbrushes & paste <input type="checkbox"/> shampoo, bar soap <input type="checkbox"/> deodorant <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> umbrella/slicker <input type="checkbox"/> scarf <input type="checkbox"/> winter gloves <input type="checkbox"/> 1 bottle juice <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 1 gallon water <input type="checkbox"/> 1 pkg energy snacks <input type="checkbox"/> emergency blanket <input type="checkbox"/> matches <input type="checkbox"/> weather radio \$1.75*
Week 12	Week 13	Week 14	Week 15	Week 16
<input type="checkbox"/> flashlight <input type="checkbox"/> batteries <input type="checkbox"/> cotton rope <input type="checkbox"/> 1 bottle juice <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 1 gallon water <input type="checkbox"/> screwdriver <input type="checkbox"/> utility knife <input type="checkbox"/> pliers <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 2 cans fruit/veggies <input type="checkbox"/> 1 pkg eating utensils <input type="checkbox"/> 1 pkg plastic cups <input type="checkbox"/> paper towels/napkins <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> pet food & dishes <input type="checkbox"/> extra water <input type="checkbox"/> leash <input type="checkbox"/> litter pan/litter <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 1 gallon water <input type="checkbox"/> 2 cans meat/fish <input type="checkbox"/> cell phone & charger <input type="checkbox"/> dried fruits and nuts <input type="checkbox"/> weather radio \$1.75*
Week 17	Week 18	Week 19	Week 20	Week 21
<input type="checkbox"/> 1 gallon water <input type="checkbox"/> extra flashlight <input type="checkbox"/> extra batteries for radio & flashlight <input type="checkbox"/> 1 bottle juice <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 1 gallon water <input type="checkbox"/> work gloves <input type="checkbox"/> dust masks <input type="checkbox"/> chlorine bleach <input type="checkbox"/> garbage bags & ties <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 1 gallon water <input type="checkbox"/> plastic sheeting <input type="checkbox"/> plastic bucket & lid <input type="checkbox"/> disinfectant <input type="checkbox"/> notepad & pen <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> 2 boxes dry cereal <input type="checkbox"/> box graham crackers <input type="checkbox"/> whistle <input type="checkbox"/> duct tape <input type="checkbox"/> 1 pkg energy snacks <input type="checkbox"/> weather radio \$1.75*	<input type="checkbox"/> comfort foods <input type="checkbox"/> scissors <input type="checkbox"/> extra blankets <input type="checkbox"/> small pillows <input type="checkbox"/> water container <input type="checkbox"/> weather radio \$1.75*

*Save \$1.75 a week and purchase your weather radio at the end of 21 weeks.

Customize your kit for your family.

For Baby: baby food, formula, bottles, diapers, extra water for formula and washing bottles

For Seniors: oxygen, walker, adult diapers, hearing aid with extra batteries and extra medications

For Pets: carrier, medicines, inoculation and health records, ID tags, photo of you with your pet(s)

For Children: toys, travel games, extra batteries, stuffed animal, cards, crayons, paper, books

Daylight Savings Time: When you change your clocks, check your kit! Replace expired food, medicine and batteries. Check clothing for fit and seasons. Also change smoke and carbon monoxide detector batteries.

For more preparedness tips, visit redcross.org.

Appendix C

American College of Endocrinology – My Diabetes Emergency Plan Checklist

In 2006, in response to the aftermath of Hurricane Katrina, the American College of Endocrinology (ACE), with sponsorship from Lilly Diabetes, launched the My Diabetes Emergency Plan. This convenient checklist contains all of the essential items that those with diabetes need to have readily available in the event of an emergency. Use the checklist to ensure that your emergency preparedness kits contain the items that you and your family need to make it through and recover from a disaster while safely managing diabetes.

MY DIABETES EMERGENCY PLAN

Prepare a portable, insulated and waterproof diabetes emergency kit that contains the following items:

- ☐ List of the following information:
 - Type of diabetes
 - All of your medical conditions, allergies and prior surgeries
 - All medications (include pharmacy contact information, active prescription information and eligible refills)
 - Previous diabetes medications and reason for discontinuation
 - Contact information for all your health care professionals and for at least two emergency contacts
- ☐ Letter from your diabetes healthcare professionals with most recent diabetes medication regimen (especially if taking insulin), health insurance card, living will, healthcare power of attorney, etc.
- ☐ Most recent laboratory results (especially A1C, kidney and liver tests)
- ☐ If possible, a 30-day supply of all medications taken by mouth or injection for diabetes as well as all other medical conditions
 - Include insulin and a severe hypoglycemia emergency (e.g., glucagon) kit—if prescribed (always check expiration date)
- ☐ Blood glucose testing supplies including, if possible, 2 glucose meters with extra batteries
- ☐ A cooler with room for 4 refreezable gel packs, insulin and unused injectable medications to be added when ready to go
 - Note: Do not use dry ice and avoid freezing the medication

- ☐ Empty plastic bottles or sharps containers for syringes, needles and lancets
- ☐ Source of carbohydrate to treat hypoglycemic reactions (for example, glucose tablets, 6 oz. juice boxes, glucose gel, regular soda, sugar, honey or hard candy)
- ☐ A 2-day supply of nonperishable food (for example, peanut butter or cheese crackers, meal replacement shakes or bars, etc.)
- ☐ At least a 3-day supply of bottled water
- ☐ Pen/pencil and notepad to record blood sugar, other test results and any new signs/symptoms suggesting medical problems
- ☐ First aid supplies such as bandages, cotton swabs, dressings and topical medications (antibiotic ointments or creams)

Other recommendations:

- ☐ Wear shoes and socks while awake and examine your feet often for cuts, sores, red spots, swelling, blisters, calluses and infected toenails or any unusual condition
- ☐ Make sure that all vaccinations, including tetanus, are up-to-date
- ☐ Pack extra comfortable clothing, including undergarments
- ☐ Take a mobile phone with an extra charger or extra batteries for you and family members
- ☐ Choose a designated meeting place in case you are separated from your family and/or significant others and are unable to reach them by phone

*My Diabetes Emergency Plan is brought to you
by the American College of Endocrinology
and sponsored by Lilly Diabetes.*



Lilly | DIABETES

www.mydiabetesemergencyplan.com