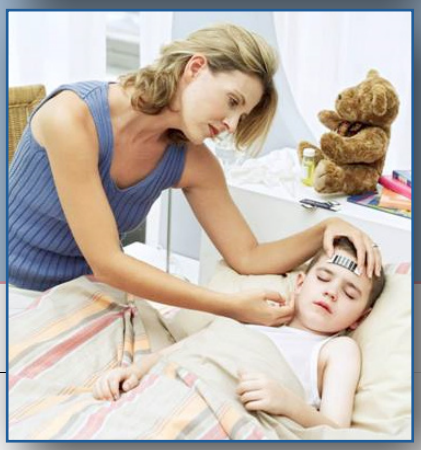
State of Illinois
Illinois Emergency Management Agency

Emergency Preparedness Tips

For Those with Access and Functional Needs



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Preface

This document was developed by a team of emergency management and health professionals to help individuals with access and functional needs prepare for a disaster or emergency. Your ability to stay safe during a disaster is directly related to your preparedness prior to the disaster. Please review this document with your family and others who may provide care for you.

For additional information about preparing for disasters and emergencies, contact your local emergency management agency, local Illinois Department of Human Services provider, or Area Agency on Aging that serves your county. You can also visit the Ready Illinois website (www.ready.illinois.gov) for preparedness information and guidance on what to do after disaster strikes.

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Disaster Tips for People with Cognitive Impairments

The state of Illinois has developed this tip sheet to help you prepare for an emergency or disaster. Attached to this tip sheet is a printable Emergency Health Information Card and instructions for making a disaster supplies kit. Other tip sheets for individuals with access and functional needs are available on the Ready Illinois website (http://www.illinois.gov/ready/plan/Pages/FunctionalNeeds.aspx)

1. Get a Kit

Creating a disaster supplies kit is a very important step in becoming prepared. The top five items to include are water, non-perishable food, first-aid kit, flashlight and battery-operated weather radio. In addition to these basic items, people with cognitive impairments may want to include the following in their kit:

❒ List of key phrases on a card for emergency personnel. Think about what someone who is helping you might need to know about you and be ready to tell them or show them your card. Your card might say:

- I cannot read. I communicate using an assistive communication device. I can point to simple pictures or key words, which you will find in my wallet or emergency supplies kit.
- I may have difficulty understanding what you are telling me. Please speak slowly and use simple language.
- I forget easily. Please write down information for me.

2. Make a Plan

Create a personal assessment to outline what you will be able to do for yourself and what assistance you may need before, during and after a disaster. Make a list of your personal needs and how you will meet them in a disaster environment. Consider what assistance and equipment you need for personal hygiene, meals and transportation; how you will use equipment that runs on electricity if the power is out; and how you will care for any pets or service animals.

It is important to organize a personal support network, which is a team of at least three people from each location where you regularly spend time, including work, home, school, etc. This team should know your capabilities and needs and can help you prepare for and deal with disasters and emergencies.

Following are some other things to consider when making a plan:

❒ Meet with your family members, friends and building manager to review community hazards and emergency plans. Tell them where you keep your emergency supplies.

❒ Choose an out-of-town contact. Following a disaster, family members should call this person and give their locations. Everyone must know how to contact this person (cell phone, text, video phone, TTY, email, instant message, etc.).

❒ Decide where to meet your household members if you become separated.

❒ Complete an Emergency Health Information Card. Update it regularly and keep it with you at all times.

❒ Make a Communications Plan. Your plan should include contact information for family members, caregivers, work and school. Your plan should also include information for your out-of-town contact, meeting locations and emergency services. Post the plan where you can easily find it during an emergency, and give each family member a copy.

3. Be Informed

- ❒ Learn your community's response and evacuation plans.
- ❒ Learn the emergency plans and procedures for places you and your family spend time (e.g. workplace, school, child care centers).
- ❒ Ask your local fire department, police department or emergency management office about emergency special assistance programs. Some communities may ask people with a disability to register so assistance can be provided quickly in an emergency.
- ❒ Ask your city or county how they will warn you of a disaster situation and provide information to you before, during and after a disaster.
- ❒ Know which television and radio stations in your area broadcast the Emergency Alert System and close caption the entire emergency broadcast.

DATE OF COMPLETION	ACTIVITY TO BE COMPLETED
	Put together my disaster supplies kit.
	Completed a personal assessment.
	Created a support network.
	Arranged an out-of-town contact.
	Completed my Emergency Health Information Card.
	Installed audible alarms and visual smoke alarms.
	Gathered and stored emergency documents (vital family records, identification, wills, insurance, financial information, etc.) in a safe location.
	Created my Communications Plan.
	Told my family, neighbors, local emergency teams and local fire department what I need in an emergency situation.

Disaster Tips for People who are Deaf or Hard of Hearing

The state of Illinois has developed this tip sheet to help you prepare for an emergency or disaster. Attached to this tip sheet is a printable Emergency Health Information Card and instructions for making a disaster supplies kit. Other tip sheets for individuals with access and functional needs are available on the Ready Illinois website (http://www.illinois.gov/ready/plan/Pages/FunctionalNeeds.aspx)

1. Get a Kit

Creating a disaster supplies kit is a very important step in becoming prepared. The top five items to include are water, non-perishable food, first-aid kit, flashlight and battery-operated weather radio. In addition to these basic items, people who are deaf or hard of hearing may want to include the following in their kit:

- ❒ Extra hearing aids and batteries.
- ❒ List of key phrases on a card for emergency personnel (e.g. "I need an interpreter," or "I need announcements written").
- ❒ Battery-powered television and extra batteries.
- ❒ Extra batteries for visual or sensory alarms, pagers and TTY.
- ❒ Car charger for cell phone and other communication devices.

2. Make a Plan

Create a personal assessment to outline what you will be able to do for yourself and what assistance you may need before, during and after a disaster. Make a list of your personal needs and how you will meet them in a disaster environment. Consider what assistance and equipment you need for personal hygiene, meals and transportation; how you will use equipment that runs on electricity if the power is out; and how you will care for any pets or service animals.

It is important to organize a personal support network, which is a team of at least three people from each location where you regularly spend time, including work, home, school, etc. This team should know your capabilities and needs and can help you prepare for and deal with disasters and emergencies.

Following are some other things to consider when making a plan:

- ❒ Meet with your family members, friends and building manager to review community hazards and emergency plans. Tell them where you keep your emergency supplies.
- ❒ Choose an out-of-town contact. Following a disaster, family members should call this person and give their locations. Everyone must know how to contact this person (cell phone, text, video phone, TTY, email, instant message, etc.).
- ❒ Decide where to meet your household members if you become separated.
- ❒ Complete an Emergency Health Information Card. Update it regularly and keep it with you at all times.
- ❒ Make a Communications Plan. Your plan should include contact information for family members, caregivers, work and school. Your plan should also include information for your out-of-town contact, meeting locations and emergency services. Post the plan where you can easily find it during an emergency, and give each family member a copy.
- ❒ Ensure all of your visual and vibrating alerting devices have battery back-up in case of a power outage. Replace batteries every six months.

3. Be Informed

- ❒ Learn your community's response and evacuation plans.
- ❒ Learn the emergency plans and procedures for places you and your family spend time (e.g. workplace, school, child care centers).
- ❒ Ask your local fire department, police department or emergency management office about emergency special assistance programs. Some communities may ask people with a disability to register so assistance can be provided quickly in an emergency.
- ❒ Ask your city or county how they will warn you of a disaster situation and provide information to you before, during and after a disaster.
- ❒ Know which television stations in your area broadcast the Emergency Alert System and close caption the entire emergency broadcast.
- ❒ Ask your local emergency management office if it has a reverse 911 system that can interface with a TTY, text pager, cell phones or mobile video phones. This system may contact people in an affected area.

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	Gathered and stored emergency documents (vital family records, identification, wills, insurance, financial information, etc.) in a safe location.
	Created my Communications Plan.
	Told my family, neighbors, local emergency teams and local fire department what I need in an emergency situation.

Disaster Tips for People who Use Life Support Systems

The state of Illinois has developed this tip sheet to help you prepare for an emergency or disaster. Attached to this tip sheet is a printable Emergency Health Information Card and instructions for making a disaster supplies kit. Other tip sheets for individuals with access and functional needs are available on the Ready Illinois website (http://www.illinois.gov/ready/plan/Pages/FunctionalNeeds.aspx)

1. Get a Kit

Creating a disaster supplies kit is a very important step in becoming prepared. The top five items to include are water, non-perishable food, first-aid kit, flashlight and battery-operated weather radio. In addition to these basic items, people who use life support systems may want to include the following in their kit:

- ❒ Tools and supplies needed to maintain respirators or other electric-powered medical equipment.
- ❒ Two-week supply of dressings, nasal cannulas, suction catheters, etc.
- ❒ Copies of your medical records that describe your condition, prescription and medical equipment needs.
- ❒ List of key phrases on a card for emergency personnel (e.g. "I have a condition that requires me to use a respirator or life support equipment").
- ❒ List of the names of manufacturer of your respirator and other life support equipment.

2. Make a Plan

Create a personal assessment to outline what you will be able to do for yourself and what assistance you may need before, during and after a disaster. Make a list of your personal needs and how you will meet them in a disaster environment. Consider what assistance and equipment you need for personal hygiene, meals and transportation; how you will use equipment that runs on electricity if the power is out; and how you will care for any pets or service animals.

It is important to organize a personal support network, which is a team of at least three people from each location where you regularly spend time, including work, home, school, etc. This team should know your capabilities and needs and can help you prepare for and deal with disasters and emergencies.

Following are some other things to consider when making a plan:

- ❒ Meet with your family members, friends and building manager to review community hazards and emergency plans. Tell them where you keep your emergency supplies.
- ❒ Choose an out-of-town contact. Following a disaster, family members should call this person and give their locations. Everyone must know how to contact this person (cell phone, text, video phone, TTY, email, instant message, etc.).
- ❒ Decide where to meet your household members if you become separated.
- ❒ Complete an Emergency Health Information Card. Update it regularly and keep it with you at all times.
- ❒ Make a Communications Plan. Your plan should include contact information for family members, caregivers, work and school. Your plan should also include information for your out-of-town contact, meeting locations and emergency services. Post the plan where you can easily find it during an emergency, and give each family member a copy.
- ❒ Make prior arrangements with your physician or check with your oxygen supplier about emergency plans for respirators and other electric-powered medical equipment. If you use oxygen, determine if a reduced flow rate may be used during a disaster to prolong the life of the system. Determine an alternate equipment supplier in case your regular supplier is unavailable during an emergency.
- ❒ Teach your personal support network how to operate and safely move your equipment if necessary.
- ❒ Label equipment and add instruction cards—laminate for added durability.
- ❒ Secure or anchor life support equipment to prevent damage or possible injury.
- ❒ Be aware of the limitations of a power back-up system that relies on batteries.
  - Regularly check function of back-up or alternative power equipment.
  - Know the working duration of any batteries that support your system.
  - Obtain advice from your utility company on back-up power sources.
  - Discuss with your equipment supplier alternative power sources that can provide five to seven days of support.
    - Could you use a generator? If so, what type?
    - Could you use manually operated equipment?
    - Can your equipment be powered with a vehicle battery? If yes, obtain necessary hardware for the hook-up.
- ❒ Many utility companies maintain a list of people dependent on powered life support systems and tag their meters. If this service is available in your area, please register with your local utility company(ies). NEVER COUNT ON YOUR POWER BEING QUICKLY RESTORED. After a major disaster, it may take an extended time for utility personnel to reach everyone.

3. Be Informed

- ❒ Learn your community's response and evacuation plans.
- ❒ Learn the emergency plans and procedures for places you and your family spend time (e.g. workplace, school, child care centers).
- ❒ Ask your local fire department, police department or emergency management office about emergency special assistance programs. Some communities may ask people with a disability to register so assistance can be provided quickly in an emergency.
- ❒ Ask your city or county how they will warn you of a disaster situation and provide information to you before, during and after a disaster.
- ❒ Know which television and radio stations in your area broadcast the Emergency Alert System and close caption the entire emergency broadcast.

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	Told my family, neighbors, local emergency teams and local fire department what I need in an emergency situation.

Disaster Tips for People who Experience Mental Health or Substance Abuse Issues

The state of Illinois has developed this tip sheet to help you prepare for an emergency or disaster. Attached to this tip sheet is a printable Emergency Health Information Card and instructions for making a disaster supplies kit. Other tip sheets for individuals with access and functional needs are available on the Ready Illinois website (http://www.illinois.gov/ready/plan/Pages/FunctionalNeeds.aspx)

1. Get a Kit

Creating a disaster supplies kit is a very important step in becoming prepared. The top five items to include are water, non-perishable food, first-aid kit, flashlight and battery-operated weather radio. In addition to these basic items, people with mental health or substance abuse issues may want to include the following in their kit:

- ❒ Name and phone number of your local mental health professional(s), your recovery sponsor, and/or any other individuals you can rely on for support.
- ❒ List of key phrases on a card for emergency personnel (e.g. "I have experienced mental health and/or substance abuse issues in the past").
- ❒ Name and phone number of your primary care physician and mental health and/or substance abuse professional care provider.
- ❒ List of any prescribed medications, including name(s) of medication, where you obtain it and dosage.

2. Make a Plan

Create a personal assessment to outline what you will be able to do for yourself and what assistance you may need before, during and after a disaster. Make a list of your personal needs and how you will meet them in a disaster environment. Consider what assistance and equipment you need for personal hygiene, meals and transportation; how you will use equipment that runs on electricity if the power is out; and how you will care for any pets or service animals.

It is important to organize a personal support network, which is a team of at least three people from each location where you regularly spend time, including work, home, school, etc. This team should know your capabilities and needs and can help you prepare for and deal with disasters and emergencies.

Following are some other things to consider when making a plan:

- ❒ Meet with your family members, friends and building manager to review community hazards and emergency plans. Tell them where you keep your emergency supplies.
- ❒ Choose an out-of-town contact. Following a disaster, family members should call this person and give their locations. Everyone must know how to contact this person (cell phone, text, video phone, TTY, email, instant message, etc.).
- ❒ Decide where to meet your household members if you become separated.
- ❒ Complete an Emergency Health Information Card. Update it regularly and keep it with you at all times.
- ❒ Make a Communications Plan. Your plan should include contact information for family members, caregivers, work and school. Your plan should also include information for your out-of-town contact, meeting locations and emergency services. Post the plan where you can easily find it during an emergency, and give each family member a copy.

- ❒ Know the signs, symptoms and common reactions to a disaster and develop and discuss coping skills with your support network. Disasters can affect us in many ways—physically, emotionally and mentally. You may feel angry, enraged, confused, sad or even guilty. If these feelings don't go away over a few weeks or seem to get worse, it may be appropriate to seek help for yourself or the person in your life who is experiencing these reactions. Be aware of the following signs:
  - Feeling tense and nervous
  - Feeling tired all the time
  - Experiencing sleep problems
  - Crying often or easily
  - Wanting to be alone most of the time
  - Drinking alcohol or taking drugs more often or excessively
  - Feeling numb
  - Feeling angry or irritable
  - Having difficulty concentrating and remembering things
- ❒ If you have ever experienced a problem with alcohol or other drugs, practice how to communicate your needs, anticipate and discuss with sponsor or other trusted person how stress can trigger substance abuse, practice techniques to avoid alcohol, drugs, and excessive caffeine, and stay away from people and places that may trigger relapse.

3. Be Informed

- ❒ Learn your community's response and evacuation plans.
- ❒ Learn the emergency plans and procedures for places you and your family spend time (e.g. workplace, school, child care centers).
- ❒ Ask your local fire department, police department or emergency management office about emergency special assistance programs. Some communities may ask people with a disability to register so assistance can be provided quickly in an emergency.
- ❒ Ask your city or county how they will warn you of a disaster situation and provide information to you before, during and after a disaster.
- ❒ Know which television and radio stations in your area broadcast the Emergency Alert System.

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Disaster Tips for People with Mobility Impairments

The state of Illinois has developed this tip sheet to help you prepare for an emergency or disaster. Attached to this tip sheet is a printable Emergency Health Information Card and instructions for making a disaster supplies kit. Other tip sheets for individuals with access and functional needs are available on the Ready Illinois website (http://www.illinois.gov/ready/plan/Pages/FunctionalNeeds.aspx)

1. Get a Kit

Creating a disaster supplies kit is a very important step in becoming prepared. The top five items to include are water, non-perishable food, first-aid kit, flashlight and battery-operated weather radio. In addition to these basic items, people who have mobility impairments may want to include the following in their kit:

- ❒ A pair of heavy gloves to use while wheeling or navigating over glass or other debris.
- ❒ Extra battery for motorized wheelchair/scooter.
- ❒ Patch kit or can of "seal-in-air product" to repair flat tires and/or extra supply of inner tubes.
- ❒ Lightweight manual wheelchair, if possible.
- ❒ Back-up power for any electrical medical equipment.

2. Make a Plan

Create a personal assessment to outline what you will be able to do for yourself and what assistance you may need before, during and after a disaster. Make a list of your personal needs and how you will meet them in a disaster environment. Consider what assistance and equipment you need for personal hygiene, meals, and transportation; how you will use equipment that runs on electricity if the power is out; and how you will care for any pets or service animals.

It is important to organize a personal support network, which is a team of at least three people from each location where you regularly spend time, including work, home, school, etc. This team should know your capabilities and needs and can help you prepare for and deal with disasters and emergencies.

Following are some other things to consider when making a plan:

- ❒ Meet with your family members, friends and building manager to review community hazards and emergency plans. Tell them where you keep your emergency supplies.
- ❒ Choose an out-of-town contact. Following a disaster, family members should call this person and give their locations. Everyone must know how to contact this person (cell phone, text, video phone, TTY, email, instant message, etc.).
- ❒ Decide where to meet your household members if you become separated.
- ❒ Complete an Emergency Health Information Card. Update it regularly and keep it with you at all times.
- ❒ Make a Communications Plan. Your plan should include contact information for family members, caregivers, work and school. Your plan should also include information for your out-of-town contact, meeting locations and emergency services. Post the plan where you can easily find it during an emergency, and give each family member a copy.
- ❒ If you use a motorized wheelchair/scooter, check with your vendor to see if you will be able to charge the battery by either connecting jumper cables to a vehicle battery or connecting to a specific type of converter that plugs into your vehicle's cigarette lighter. Consider having an extra battery available. A car battery can be substituted for a wheelchair battery, but this type of battery will not last as long as a wheelchair's deep-cycle battery.

- ❒ Arrange and secure furniture and other items to ensure barrier-free paths of travel.
- ❒ If you spend time above the first floor of an elevator building, plan and practice using alternate methods of evacuation. If needed, enlist the help of your personal support network.
- ❒ If you cannot use stairs, discuss lifting and carrying techniques that will work for you. In some instances, wheelchair users will have to leave their chairs behind in order to safely evacuate a structure. Sometimes transporting someone downstairs is not a practical solution unless there are at least two or more strong people to control the chair. Therefore, it is very important to discuss the safest way to transport you if you need to be carried and any areas of vulnerability you may have. For example, the traditional "fire fighter's carry" may be hazardous for some people with respiratory weakness. You need to be able to give brief instructions regarding how to move you.
- ❒ Make prior arrangements with your physician or check with your oxygen supplier about emergency plans for respirators or other electric-powered medical equipment. Be sure to have electrical back-up for any medical equipment.

3. Be Informed

- ❒ Learn your community's response and evacuation plans.
- ❒ Learn the emergency plans and procedures for places you and your family spend time (e.g. workplace, school, child care centers).
- ❒ Ask your local fire department, police department or emergency management office about emergency special assistance programs. Some communities may ask people with a disability to register so assistance can be provided quickly in an emergency.
- ❒ Ask your city or county how they will warn you of a disaster situation and provide information to you before, during and after a disaster.
- ❒ Know which television and radio stations in your area broadcast the Emergency Alert System.

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	Created my Communications Plan.
	Told my family, neighbors, local emergency teams and local fire department what I need in an emergency situation.

Disaster Tips for Parents or Caregivers of Children

The state of Illinois has developed this tip sheet to help you prepare for an emergency or disaster. Attached to this tip sheet is a printable Emergency Health Information Card and instructions for making a disaster supplies kit. Other tip sheets for individuals with access and functional needs are available on the Ready Illinois website (http://www.illinois.gov/ready/plan/Pages/FunctionalNeeds.aspx)

1. Get a Kit

Creating a disaster supplies kit is a very important step in becoming prepared. The top five items to include are water, non-perishable food, first-aid kit, flashlight and battery-operated weather radio. In addition to these basic items, parents or caregivers of children may want to include the following in their kit:

- ❒ A list of the children in their care with the following information:
  - full name and nickname
  - date of birth
  - copy of birth certificate
  - recent photograph
  - name of legal guardian
  - authorization for medical treatment
  - list of allergies
  - list of medications taken on a regular basis—include dosage, condition it's prescribed for, pharmacy name and phone number
  - If child has access or functional needs (diabetes, cerebral palsy, blind, etc.), include the type of functional need and the physician's name, address and phone number
- ❒ Name, address and phone number of school or facility (daycare, elementary, middle school, high school or college) child attends along with name of teacher and class (e.g. Ms. Smith's 3rd grade).
- ❒ List of other caregivers along with contact information (name, address and phone number) and what their roles are (e.g. pick up from school/daycare).
- ❒ Alternate contact numbers for individuals who can pick up children if necessary.
- ❒ Digital picture of child along with physical description (height, weight, color of hair, color of eyes, any distinguishing marks). E-mail or text to yourself so you will always have it with you.

2. Make a Plan

Create a personal assessment to outline what you will be able to do for yourself and what assistance you may need before, during and after a disaster. Make a list of your personal needs and how you will meet them in a disaster environment. Consider what assistance and equipment you need for personal hygiene, meals and transportation; how you will use equipment that runs on electricity if the power is out; and how you will care for any pets or service animals.

It is important to organize a personal support network, which is a team of at least three people from each location where you regularly spend time, including work, home, school, etc. This team should know your capabilities and needs and can help you prepare for and deal with disasters and emergencies.

Following are some other things to consider when making a plan:

- ❒ Meet with your family members, friends and others who care for your children to review community hazards and emergency plans. Tell them where you keep your emergency supplies.
- ❒ Choose an out-of-town contact. Following a disaster, family members should call this person and give their locations. Everyone must know how to contact this person (cell phone, text, video phone, TTY, email, instant message, etc.).
- ❒ List a primary and secondary reunification site if daycare/school is not accessible.
- ❒ Complete an Emergency Health Information Card for each child. Update it regularly and keep it with you at all times.
- ❒ Make a Communications Plan. Your plan should include contact information for family members, caregivers, work and school. Your plan should also include information for your out-of-town contact, meeting locations and emergency services. Post the plan where you can easily find it during an emergency, and give each family member a copy.

3. Be Informed

- ❒ Learn your community's response and evacuation plans.
- ❒ Learn the emergency plans and procedures for places you and your family spend time (e.g. workplace, school, child care centers).
- ❒ Ask your city or county how they will warn you of a disaster situation and provide information to you before, during and after a disaster.
- ❒ Know which television and radio stations in your area broadcast the Emergency Alert System and close caption the entire emergency broadcast.

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	Gathered and stored emergency documents (vital family records, identification, wills, insurance, financial information, etc.) in a safe location.
	Created my Communications Plan.
	Told my family, neighbors, local emergency teams and local fire department what I need in an emergency situation.

Disaster Tips for Seniors

The state of Illinois has developed this tip sheet to help you prepare for an emergency or disaster. Attached to this tip sheet is a printable Emergency Health Information Card and instructions for making a disaster supplies kit. Other tip sheets for individuals with access and functional needs are available on the Ready Illinois website (http://www.illinois.gov/ready/plan/Pages/FunctionalNeeds.aspx)

1. Get a Kit

Creating a disaster supplies kit is a very important step in becoming prepared. The top five items to include are water, non-perishable food, first-aid kit, flashlight and battery-operated weather radio. In addition to these basic items, seniors may want to include the following in their kit:

- ❒ Extra hearing aids and batteries
- ❒ Three-day supply of prescription medication and/or a copy of your prescriptions and dosages, including any allergies
- ❒ Extra eyeglasses and/or contact lenses
- ❒ Extra wheelchair battery, oxygen
- ❒ List of the style and serial number of medical devices, such as pacemakers
- ❒ Medical insurance and Medicaid/Medicare cards
- ❒ List of doctors and relatives or friends to be notified in case of injury
- ❒ List of key phrases for emergency personnel about any special needs, such as mobility impairment, hearing impairment, visual impairment, medical conditions requiring special care, and medications (e.g. "I need an interpreter," or "I am prescribed a medication and know the name and required dosage").

2. Make a Plan

Create a personal assessment to outline what you will be able to do for yourself and what assistance you may need before, during and after a disaster. Make a list of your personal needs and how you will meet them in a disaster environment. Consider what assistance and equipment you need for personal hygiene, meals and transportation; how you will use equipment that runs on electricity if the power is out; and how you will care for any pets or service animals.

It is important to organize a personal support network, which is a team of at least three people from each location where you regularly spend time, including work, home, school, etc. This team should know your capabilities and needs and can help you prepare for and deal with disasters and emergencies.

Following are some other things to consider when making a plan:

- ❒ Meet with your family members, friends and others who care for you to review community hazards and emergency plans. Tell them where you keep your emergency supplies.
- ❒ Choose an out-of-town contact. Following a disaster, family members should call this person and give their locations. Everyone must know how to contact this person (cell phone, text, video phone, TTY, email, instant message, etc.).
- ❒ Decide where to meet your household members if you become separated.
- ❒ Complete an Emergency Health Information Card. Update it regularly and keep it with you at all times.

- ❒ Make a Communications Plan. Your plan should include contact information for family members, caregivers, work and school. Your plan should also include information for your out-of-town contact, meeting locations and emergency services. Post the plan where you can easily find it during an emergency, and give each family member a copy.
- ❒ Plan and practice the escape route from your home.
- ❒ Plan for transportation if you need to evacuate to a shelter.
- ❒ Discuss your plan with family and friends. Discuss who will check on you in the event of an emergency, and make sure that person has an extra key to your home and knows where you keep your emergency supplies.
- ❒ Find the safe spots in your home for each type of emergency.
- ❒ Have a plan to signal for help.
- ❒ Post emergency phone numbers near the phone.
- ❒ If you have home health care service, plan ahead with your agency for emergency procedures.
- ❒ Teach those who may need to assist you in an emergency on how to operate necessary equipment. Be sure they will be able to reach you.
- ❒ Contact your local Emergency Management Agency and ask if they have a Special Needs Registry. If they do, ask to have your name placed on the registry.
- ❒ Contact your local Area Agency on Aging (AAA) to see if they have a Special Needs Registry. To find your local AAA, please call the Illinois Department on Aging's Senior HelpLine at 1-800-252-8966 or visit their website at: www.state.il.us/aging/
- ❒ Include in your plan the name and phone number of your local Area Agency on Aging.
- ❒ Check that all of your visual and vibrating alerting devices have battery back-up in the event of a power outage. Replace the batteries every six months.
- ❒ Install audible alarms and visual smoke alarms.
- ❒ Create a back-up system for important electronic data and store off-site.

3. Be Informed

- ❒ Learn your community's response and evacuation plans.
- ❒ Learn the emergency plans and procedures for places you and your family spend time (e.g. workplace, school, child care centers, senior centers, etc.).
- ❒ Ask your city or county how they will warn you of a disaster situation and provide information to you before, during and after a disaster.
- ❒ Know which television and radio stations in your area broadcast the Emergency Alert System.

DATE OF COMPLETION	ACTIVITY TO BE COMPLETED
	Put together my disaster supplies kit.
	Completed a personal assessment.
	Created a support network.
	Arranged an out-of-town contact.
	Completed my Emergency Health Information Card.
	Installed audible alarms and visual smoke alarms.
	Gathered and stored emergency documents (vital family records, identification, wills, insurance, financial information, etc.) in a safe location.
	Created my Communications Plan.
	Told my family, neighbors, local emergency teams and local fire department what I need in an emergency situation.

Disaster Tips for People who Care for Service Animals and Pets

The state of Illinois has developed this tip sheet to help you prepare for an emergency or disaster. Attached to this tip sheet is a printable Emergency Health Information Card and instructions for making a disaster supplies kit. Other tip sheets for individuals with access and functional needs are available on the Ready Illinois website (http://www.illinois.gov/ready/plan/Pages/FunctionalNeeds.aspx)

1. Get a Kit

Creating a disaster supplies kit is a very important step in becoming prepared. The top five items to include are water, non-perishable food, first-aid kit, flashlight and battery-operated weather radio. In addition to these basic items, people who care for service animals and pets may want to include the following in their kit:

- ❒ Two-week supply of water (in plastic gallon jugs) and food
- ❒ Non-spill food and water dishes
- ❒ Manual can opener and spoons
- ❒ Animal/Service Animal identification information, veterinary records and proof of ownership
- ❒ Cage/carrier labeled with pet's name, owner's name, address and phone number, emergency contact name and phone number
- ❒ Favorite toys, treats, blankets
- ❒ Leash, collar, harness, muzzle, stakes and tie downs
- ❒ Litter, litter pan, litter scoop
- ❒ Newspaper (for bedding or litter)
- ❒ Paper towels and plastic baggies
- ❒ First aid kit and manual (call your vet)

2. Make a Plan

Create a personal assessment to outline what you will be able to do for yourself and your animals and what assistance you may need before, during and after a disaster. Make a list of your personal needs and how you will meet them in a disaster environment. Consider what assistance and equipment you need for personal hygiene, meals and transportation; how you will use equipment that runs on electricity if the power is out; and how you will care for any pets or service animals.

It is important to organize a personal support network, which is a team of at least three people from each location where you regularly spend time, including work, home, school, etc. This team should know your capabilities and needs and can help you prepare for and deal with disasters and emergencies.

Following are some other things to consider when making a plan:

- ❒ Meet with your family members, friends, and building manager to review community hazards and emergency plans. Tell them where you keep your emergency supplies.
- ❒ Choose an out-of-town contact. Following a disaster, family members should call this person and give their locations. Everyone must know how to contact this person (cell phone, text, video phone, TTY, email, instant message, etc.).

- ❒ Decide where to meet your household members if you become separated.
- ❒ Complete an Emergency Health Information Card. Update it regularly and keep it with you at all times.
- ❒ Make a Communications Plan. Your plan should include contact information for family members, caregivers, work and school. Your plan should also include information for your out-of-town contact, meeting locations and emergency services. Post the plan where you can easily find it during an emergency, and give each family member a copy.
- ❒ Check your animal supply kit and take-along bag every six months to keep information current and supplies fresh.
- ❒ Make sure your service animals and pets have current I.D. tags. Consider other methods of identification, such as microchip.
- ❒ Plan how your pets will be cared for if you have to evacuate. Pets, in contrast to service animals, are not allowed in emergency shelters due to health regulations, so it's important to have some animal shelters identified.
- ❒ Establish relationships with other animal owners in your neighborhood. In case you are not home, someone will be available to help your animal.
- ❒ Pets and service animals may become confused or frightened during and after a disaster, so it's important to keep them confined or securely leashed/harnessed. A leash/harness is an important item for managing a nervous animal. Be prepared to use alternative ways to negotiate your environment.

3. Be Informed

- ❒ Learn your community's response and evacuation plans.
- ❒ Learn the emergency plans and procedures for places you and your family spend time (e.g. workplace, school, child care centers).
- ❒ Ask your local fire department, police department or emergency management office about emergency special assistance programs. Some communities may ask people with a disability to register so assistance can be provided quickly in an emergency.
- ❒ Ask your city or county how they will warn you of a disaster situation and provide information to you before, during and after a disaster.
- ❒ Know which television and radio stations in your area broadcast the Emergency Alert System.

DATE OF COMPLETION	ACTIVITY TO BE COMPLETED
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	Told my family, neighbors, local emergency teams and local fire department what I need in an emergency situation.

Disaster Tips for People who Have Visual Impairments

The state of Illinois has developed this tip sheet to help you prepare for an emergency or disaster. Attached to this tip sheet is a printable Emergency Health Information Card and instructions for making a disaster supplies kit. Other tip sheets for individuals with access and functional needs are available on the Ready Illinois website (http://www.illinois.gov/ready/plan/Pages/FunctionalNeeds.aspx)

1. Get a Kit

Creating a disaster supplies kit is a very important step in becoming prepared. The top five items to include are water, non-perishable food, first-aid kit, flashlight and battery-operated weather radio. In addition to these basic items, people who have visual impairments may want to include the following in their kit:

- ❒ Medications and special items, such as extra folding mobility cane, extra pair of dark glasses (if medically required)
- ❒ Tape recorder and extra batteries
- ❒ Animal supply kit and take-along bag for each service animal
  - Two-week supply of water (plastic gallon jugs) and food
  - Non-spill food and water dishes
  - Manual can opener and spoons
  - Animal/service animal identification information, veterinary records and proof of ownership
  - Cage/carrier labeled with pet's name, owner's name, address and phone number and emergency contact's name and phone number
  - Favorite toys, treats, blankets
  - Leash, collar, harness, muzzle, stakes and tie downs
  - Litter, litter pan, litter scoop
  - Newspaper (for bedding or litter)
  - Paper towels and plastic baggies
  - First aid kit and manual (call your vet)

2. Make a Plan

Create a personal assessment to outline what you will be able to do for yourself and your animals and what assistance you may need before, during and after a disaster. Make a list of your personal needs and how you will meet them in a disaster environment. Consider what assistance and equipment you need for personal hygiene, meals and transportation; how you will use equipment that runs on electricity if the power is out; and how you will care for any pets or service animals.

It is important to organize a personal support network, which is a team of at least three people from each location where you regularly spend time, including work, home, school, etc. This team should know your capabilities and needs and can help you prepare for and deal with disasters and emergencies.

Following are some other things to consider when making a plan:

- ❒ Meet with your family members, friends and building manager to review community hazards and emergency plans. Tell them where you keep your emergency supplies.
- ❒ Choose an out-of-town contact. Following a disaster, family members should call this person and give their locations. Everyone must know how to contact this person (cell phone, text, video phone, TTY, email, instant message, etc.).
- ❒ Decide where to meet your household members if you become separated.

- ❒ Complete an Emergency Health Information Card. Update it regularly and keep it with you at all times.
- ❒ Make a Communications Plan. Your plan should include contact information for family members, caregivers, work and school. Your plan should also include information for your out-of-town contact, meeting locations and emergency services. Post the plan where you can easily find it during an emergency, and give each family member a copy.
- ❒ If you use a cane, keep extras in strategic, consistent and secure locations at your home, work, school, volunteer site, etc. to help you maneuver around obstacles and hazards.
- ❒ Check your animal supply kit and take-along bag every six months to keep information current and supplies fresh.
- ❒ Make sure service animals have current I.D. tags. Consider other methods of identification, such as microchip.
- ❒ Service animals may become confused or frightened during and after a disaster, so it's important to keep them confined or securely leashed/harnessed. A leash/harness is an important item for managing a nervous animal. Be prepared to use alternative ways to negotiate your environment.
- ❒ Plan for a potential loss of auditory cues you usually rely upon.
- ❒ Mark emergency supplies with large print, fluorescent tape or Braille.
- ❒ If you have some vision, place security lights in each room to light paths of travel. These lights plug into electrical wall outlets and light up automatically if power is lost. Depending on type, they will continue to operate automatically for one to six hours and can be turned off manually and used as a short-lasting flashlight.
- ❒ Create a back-up system for electronic data and store off-site.

3. Be Informed

- ❒ Learn your community's response and evacuation plans.
- ❒ Learn the emergency plans and procedures for places you and your family spend time (e.g. workplace, school, child care centers).
- ❒ Ask your local fire department, police department or emergency management office about emergency special assistance programs. Some communities may ask people with a disability to register so assistance can be provided quickly in an emergency.
- ❒ Ask your city or county how they will warn you of a disaster situation and provide information to you before, during and after a disaster.
- ❒ Know which television or radio stations in your area broadcast the Emergency Alert System.

DATE OF COMPLETION	ACTIVITY TO BE COMPLETED
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	Told my family, neighbors, local emergency teams and local fire department what I need in an emergency situation.

Create a Disaster Supplies Kit

A disaster supplies kit is a collection of basic items a household would likely need to stay safe and comfortable during and after a disaster. Disaster supplies kit items should be stored in a portable container as close as possible to an exit. Review the contents of your kit at least once per year or as your household's needs change. Consider having a smaller kit for each vehicle and one at work, as well.

Recommended Items for Basic Kit

❒ Water—three-day supply for each person; one gallon per person per day (half for drinking and half for food preparation and sanitation)

Note: store water in plastic containers, such as soft drink bottles. Avoid using containers that will decompose or break, such as milk cartons or glass bottles. A normally active person should drink at least two quarts of water per day. Hot environments and intense activity can double that amount. Children, nursing mothers and ill individuals may need more water, as well.

❒ Food—three-day supply of non-perishable food. Select compact, lightweight food that requires no refrigeration, preparation or cooking and little or no water. Suggested food for kit:

- Ready-to-eat canned meats, fruits and vegetables
- Canned juice, milk, and soup (if powdered, store extra water)
- Staples such as sugar, salt and pepper
- High energy food like peanut butter, jelly, crackers, granola bars and trail mix
- Vitamins
- Specific food for infants, elderly persons or those with dietary restrictions
- Comfort food such as cookies, hard candy, sweetened cereal, lollipops, instant coffee and tea bags

❒ First-aid kit—one for home and one for each vehicle. Include the following:

- Sterile, adhesive bandages in assorted sizes
- 4-6 each, sterile gauze pads 2" and 4"
- Hypoallergenic adhesive tape
- 3 triangular bandages
- 3 each, rolled bandages 2" and 3"
- Tube of petroleum jelly
- Assorted safety pins, needles
- Scissors
- Cleansing agent/soap
- 2 pairs latex or vinyl gloves
- Tweezers
- Antiseptic towelettes
- Thermometer
- 2 tongue depressors
- Sunscreen

- ❒ Battery-operated radio and extra batteries
- ❒ Flashlight and extra batteries
- ❒ Non-prescription medications
  - Aspirin or non-aspirin pain reliever
  - Anti-diarrhea medication
  - Laxative
  - Antacid
- ❒ Tools and sanitation
  - Mess kits or disposable cups, plates, utensils
  - Cash, change, travelers checks
  - Non-electric can opener, utility knife
  - Map of area (for locating shelters)
  - Fire extinguisher, small ABC type
  - Pliers
  - Duct tape
  - Compass
  - Paper, pencils
  - Signal flare
  - Whistle
  - Plastic sheeting
  - Medicine dropper
  - Matches in waterproof container
  - Plastic storage containers, bags
  - Shut-off wrench, to turn off house gas and water
  - Sewing kit (needles, thread)
  - Aluminum foil
  - Toilet paper, towelettes
  - Soap, liquid detergent
  - Feminine supplies
  - Plastic garbage bags, ties
  - Plastic bucket with tight lid
- ❒ Clothing and bedding
  - Sturdy shoes or work boots
  - Rain gear
  - Blankets or sleeping bags
  - Sunglasses
  - Thermal underwear
  - Hat and gloves

Special Items

Remember any special needs your family members may have, e.g. infants, senior, health issues, etc.

- ❒ For baby:
  - Formula, powdered milk, bottles
  - Diapers, wipes, diaper ointment
  - Medications
- ❒ For adults:
  - Heart or high blood pressure medication
  - Other prescription medications
  - Insulin, diabetic supplies
  - Extra eye glasses, contact lenses, and supplies
  - Denture needs

Important Family Documents

Keep vital records in a waterproof, portable container.

- ❒ Will, healthcare documents
- ❒ Insurance policies
- ❒ Deeds, titles
- ❒ Financial records, stocks, bonds, etc.
- ❒ Identification documents, e.g. passport, social security card, birth certificate
- ❒ Immunization records

EMERGENCY HEALTH INFORMATION CARD

Date Updated:
Name:
Address:
City, State, Zip:
Day Phone:
Evening Phone:
Cell Phone:
E-mail:
Birth Date: Blood Type:
Health Plan:
Individual #: Group #:

Doctor's Name:
Address:
City, State, Zip:
Phone: Fax:
E-mail:
Pharmacist's Name:
Address:
City, State, Zip:
Phone: Fax:
E-mail:

EMERGENCY HEALTH INFORMATION CARD

Emergency Contact #1:
Relationship:
Address:
City, State, Zip:
Day Phone:
Evening Phone:
Cell Phone:
E-mail:
Emergency Contact #2:
Relationship:
Address:
City, State, Zip:
Day Phone:
Evening Phone:
Cell Phone:
E-mail:

Special Conditions:
Medications/Dosages:

Allergies:

Other (Communication/Devices/Equipment/Other):