



EMERGENCY PREPAREDNESS

What is Emergency Preparedness?

Disasters and emergencies can happen anytime and anywhere. They can happen without warning, leaving you with limited time to respond. Learn how to protect yourself and cope with disaster by planning ahead. Ensure you have the correct supplies, contact information and escape routes prepared ahead of time. By having these supplies and plans in place, you will be able to react appropriately and survive.

Why Should You Prepare?

As we have learned with recent hurricanes and other natural disasters, preparation is the best method of coping with devastating long-term effects. Threats of bioterrorism, disease outbreak and even fire or other emergencies that could greatly impact you and your community. After a disaster, local officials and relief workers may not be able to reach everyone immediately. Depending on the disaster, assistance could be days or weeks away. Would your family be prepared to cope with an emergency until help arrives?

How To Prepare

Your family will cope best in an emergency by preparing for the disaster before it strikes. One way to prepare is by assembling a disaster supply kit. Once a disaster strikes, you won't have time to shop or search around for supplies. However, if you have gathered these supplies in advance, your family can endure an evacuation or home confinement.

To Get Started:

1. Review the Emergency Checklist.
2. Gather the supplies that are listed.
3. Place the supplies that you would most likely need in an evacuation in an easy-to-carry container or bag. Those supplies marked below with an (*) are the supplies you should prepare to take if evacuated from your home.
4. Know the six basics you should stock in your home: water, food, first aid-supplies, clothing and bedding, tools and emergency supplies, and special items.

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Emergency Checklist

Water

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. To prepare the safest and most reliable emergency supply of water, it is recommended that you purchase commercially bottled water. A normally active person needs to drink at least two quarts of water each day. Hot environments and intense physical activity can double that amount. Children, nursing mothers and ill people will need more.

- Store one gallon of water per person per day (two quarts for drinking, two quarts for food preparation/sanitation)*
- Keep at least a three-day supply of water for each person in your household.

Food

Store at least a three-day supply of non-perishable food. Select foods that require no refrigeration, preparation or cooking and little or no water. If you must heat food, pack a can of sterno. Select food items that are compact and lightweight. (Note: Be sure to include a manual can opener).

Include a selection of the following foods in your Disaster Supplies Kit:

- Vitamins
- Foods for infants, elderly persons or persons on special diets
- Comfort/stress foods—cookies, hard candy, sweetened cereals, lollipops, instant coffee, tea bags
- Ready-to-eat canned meats, fruits and vegetables
- Canned juices, milk, soup (if powdered, store extra water)
- Staples—sugar, salt, pepper
- High energy foods—peanut butter, jelly, crackers, granola bars, trail mix

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First Aid Kit

Assemble a first aid kit* for your home and one for each car. A first aid kit should include:

- Sterile adhesive bandages in assorted sizes
- 2-inch sterile gauze pads (4-6)
- 4-inch sterile gauze pads (4-6)
- Hypoallergenic adhesive tape
- Triangular bandages (3)
- 2-inch sterile roller bandages (3 rolls)
- 3-inch sterile roller bandages (3 rolls)
- Scissors
- Tweezers
- Needle
- Moistened towelettes
- Antiseptic
- Thermometer
- Tongue blades (2)
- Tube of petroleum jelly or other lubricant

Tools and Supplies

Mess kits, or paper cups, plates and plastic utensils*

- Emergency preparedness manual*
- Battery operated radio and extra batteries*
- Flashlight and extra batteries*
- Cash or traveler's checks, change*
- Non-electric can opener, utility knife*
- Fire extinguisher: small canister, ABC type
- Tube tent
- Pliers
- Tape
- Compass
- Matches in a waterproof container*
- Aluminum foil
- Plastic storage containers
- Signal flare*
- Paper, pencil
- Needles, thread
- Medicine dropper
- Shut-off wrench, to turn off household gas and water
- Whistle
- Plastic sheeting
- Map of the area (for locating shelters)*
- Booster cables*

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Sanitation

- Toilet paper, towelettes*
- Soap, liquid detergent*
- Feminine supplies*
- Personal hygiene items*
- Plastic garbage bags, ties (for personal sanitation)
- Plastic bucket with tight lid
- Disinfectant
- Household chlorine bleach

Clothing and Bedding

Include at least one complete change of clothing and footwear per person.

- Sturdy shoes or work boots*
- Rain gear*
- Blankets or sleeping bags*
- Hat and gloves
- Thermal underwear
- Sunglasses

Special Items

FOR BABY*

- Formula
- Diapers
- Bottles
- Powdered milk
- Medications

FOR ADULTS*

- Heart and high blood pressure medication
- Insulin
- Prescription drugs
- Denture needs
- Contact lenses and supplies
- Extra eye glasses
- Entertainment - games and books

Important Family Documents

Keep these records in a waterproof, portable container.

- Will, insurance policies, contracts, deeds, stocks and bonds
- Driver's license, passports, social security cards, immunization records
- Bank account numbers
- Credit card account numbers and companies
- Inventory of valuable household goods, important telephone numbers
- Family records (birth, marriage, death certificates)

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Create a Family Emergency Plan

Contact your local emergency management or civil defense office and your local American Red Cross chapter.

- Ask how you would be warned in the event of a disaster or emergency.
- Ask about any specific preparations you need to make.

Meet with your family

Discuss the types of disasters that could occur.

- Explain how to prepare and respond.
- Discuss what to do if advised to evacuate.
- Practice what you have discussed.

Plan how your family will stay in contact if separated by disaster

- Pick two meeting places.
 1. A location a safe distance from your home in case of fire
 2. A place outside your neighborhood in case you can't return home.
- Choose an out-of-state friend as a check-in contact for everyone to call.

Create an Emergency Information List that includes your contacts (family, friends, physicians, local authorities, etc. and evacuation routes.)

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Why are these documents and information important for emergency preparedness?

The evacuation of your residence or immediate area may be necessary in the event of an emergency. You may have to leave for a few hours or several days. There may not be time during an emergency to search for these important documents. Having your information collected in a central location will expedite the evacuation process.

Noting down an escape route can help you safely and quickly exit your residence. Once outside, you may need to leave the area. A personal evacuation plan by car, air, or rail can help you get from your residence to a safer location. You may need area maps to find your way around due to possible obstacles like road blocks. In all instances, you should plan an alternate route in case your initial route is inaccessible.

Once you have left your residence, you will want to contact your relatives or friends to notify them of your whereabouts using your contact list. You should have emergency contacts in the immediate area as well as a person outside of the area due to the possibility of phone lines getting overwhelmed.

Depending on the situation, you may not be able to return to your residence immediately after an emergency. In that case, you may need to seek help from the government in obtaining food and shelter. In some instances, you will need to show identification to collect these provisions. Having your driver's license, passport, social security card and birth or marriage certificates on hand can act as proofs of identification.

In the event that you need medical attention, you will need your health insurance information, provider information, etc. Having these items readily available for emergency personnel will help ensure you receive the appropriate care in a timely fashion.

Your credit card and bank information will come in handy in the event that you should misplace your card or encounter any other issues during a disaster. In an emergency you may not have access to your bank. It is important to have cash or traveler's checks with you.

Other personal items that might prove essential to include in your supplies are:

- Additional addresses
- Account login passwords
- Employers contact information
- Cell phone
- Computer discs
- Resume

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Emergency Contact List

Out-of-State Contact

NAME _____

CITY _____

DAY PHONE _____ EVENING PHONE _____

EMAIL _____

Local Contact

NAME _____

CITY _____

DAY PHONE _____ EVENING PHONE _____

EMAIL _____

Nearest Relative

NAME _____

CITY _____

DAY PHONE _____ EVENING PHONE _____

NAME _____

CITY _____

DAY PHONE _____ EVENING PHONE _____

Family Work and Cell Numbers

FATHER _____

CELL PHONE _____ WORK PHONE _____

MOTHER _____

CELL PHONE _____ WORK PHONE _____

HUSBAND/WIFE _____

CELL PHONE _____ WORK PHONE _____

CHILDREN _____

CELL PHONE _____ WORK PHONE _____

CHILDREN _____

CELL PHONE _____ WORK PHONE _____

Emergency Telephone Numbers

(Life threatening call 911)

POLICE _____

FIRE _____

HOSPITAL _____

RED CROSS _____

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University of Maryland University College

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Physicians/Healthcare Providers

NAME _____

PHONE NUMBER _____

Reunion/Meeting Locations

RIGHT OUTSIDE YOUR RESIDENCE:

AWAY FROM THE NEIGHBORHOOD, IN CASE YOU CANNOT RETURN HOME:

ADDRESS _____

PHONE NUMBER _____

NAME _____

ROUTE TO TRY FIRST _____

Draw Evacuation Route For Home

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