



## A Guide for First Responders Preparing Your Family for Emergencies

(Presenter's Name)  
(Organization)

# Emergencies Happen

- Disasters can strike at any time
- Having a plan in place is crucial
- Three simple steps help you and your family prepare for the unexpected



# Who Takes Care of *Your* Family?



- You provide vital services to the Nation.
- You provide essential support to your family.
- While you are busy saving lives and responding to emergencies, is your family safe?

# Your Family's Emergency Plan

- Get prepared with your personal and family readiness plans
  1. Get a kit
  2. Make a plan
  3. Be informed



## Ready Responder Family Emergency Plan





Make sure your family has a plan in case of an emergency. Before an emergency happens, sit down together and decide how you will get in contact with each other, where you will go and what you will do in an emergency. Keep a copy of this plan in your emergency supply kit or another safe place where you can access it in the event of a disaster.

**Out-of-Town Contact Name:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Neighborhood Meeting Place:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Regional Meeting Place:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Evacuation Location:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

Fill out the following information for each family 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: _____
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Name: _____	Social Security Number: _____
Date of Birth: _____	Important Medical Information: _____
Name: _____	Social Security Number: _____
Date of Birth: _____	Important Medical Information: _____

Write down where your family spends the most time, works, school and other places you frequent. Schools, daycare providers, workplaces and apartment buildings should all have site-specific emergency plans that you and your family need to know about.

Work Location One Address: _____	School Location One Address: _____
Phone Number: _____	Phone Number: _____
Evacuation Location: _____	Evacuation Location: _____
Work Location Two Address: _____	School Location Two Address: _____
Phone Number: _____	Phone Number: _____
Evacuation Location: _____	Evacuation Location: _____
Work Location Three Address: _____	School Location Three Address: _____
Phone Number: _____	Phone Number: _____
Evacuation Location: _____	Evacuation Location: _____
Other place you frequent Address: _____	Other place you frequent Address: _____
Phone Number: _____	Phone Number: _____
Evacuation Location: _____	Evacuation Location: _____

Important Information	Name	Telephone Number	Policy Number
Disasters:			
Other:			
Pharmacist:			
Medical Insurance:			
Homeowner's/Rental Insurance:			
Vehicle/Travel Insurance:			

Dial 911 for Emergencies

# 1. Get a Kit

- Include basic supplies for your family and pets for three days
- Prepare at least two kits
  - One for home
  - A smaller portable kit to take
    - with you if you have to suddenly leave
    - If possible, make additional kits for your office or car



# Your Kit Should Include:



- Food
  - Non-perishable—not requiring refrigeration, cooking, or water for preparation
  - Examples: canned food, granola bars
  - Include a manual can opener
- Water
  - One gallon per person and pet per day for three days
  - Store in clean, sealed plastic bottles
  - The need for water can vary based on climate and special needs

# Other Items

- Radio
  - Battery-powered with National Oceanic and Atmospheric Administration (NOAA) weather-alert function
  - Extra batteries
- Flashlight
  - Extra batteries
- First Aid Kit
  - Specific items for family/personal needs
- Whistle
  - To signal for help if trapped
- Wrench or Pliers
  - To turn off utilities, if necessary



# Special Items to Consider

- Medications
- Eyeglasses
- Food for pets
- Games and toys for children
- Diapers and formula

**Additional Items to Consider Adding to an Emergency Supply Kit:**

- Prescription medications and glasses
- Infant formula and diapers
- Pet food and extra water for your pet
- Important family documents such as copies of insurance policies, identification and bank account records in a waterproof, portable container
- Cash or traveler's checks and change
- Emergency reference material such as a first aid book or information from [www.ready.gov](http://www.ready.gov)
- Sleeping bag or warm blanket for each person. Consider additional bedding if you live in a cold-weather climate.
- Complete change of clothing including a long sleeved shirt, long pants and sturdy shoes. Consider additional clothing if you live in a cold-weather climate.
- Household chlorine bleach and medicine dropper – When diluted nine parts water to one part bleach, bleach can be used as a disinfectant. Or in an emergency, you can use it to treat water by using 16 drops of regular household liquid bleach per gallon of water. Do not use scented, color safe or bleaches with added cleaners.
- Fire Extinguisher
- Matches in a waterproof container
- Feminine supplies and personal hygiene items
- Mess kits, paper cups, plates and plastic utensils, paper towels
- Paper and pencil
- Books, games, puzzles or other activities for children

**Ready**  
Prepare. Plan. Stay Informed.

**Emergency Supply List**

**Homeland Security**  
[www.ready.gov](http://www.ready.gov)

# Pet Supplies



- If you have a pet, include pet supplies in your emergency supply kit
  - Food
  - Water
  - Medicine/medical records
  - Collar with ID tag
  - Harness or leash
  - Crate or other pet carrier
  - Familiar items (i.e., toys, treats, and bedding)
  - Picture of you and your pet for identification purposes

# 2. Make a Plan

 **Ready Responder Family Emergency Plan** 

Make sure your family has a plan in case of an emergency. Before an emergency happens, sit down together and decide how you will get in contact with each other, where you will go and what you will do in an emergency. Keep a copy of this plan in your emergency supply kit or another safe place where you can access it in the event of a disaster.

Out-of-Town Contact Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Neighborhood Meeting Places: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 Regional Meeting Places: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 Evacuation Locations: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Fill out the following information for each family 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: \_\_\_\_\_  
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 Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_ Important Medical Information: \_\_\_\_\_

Write down where your family spends the most time, work, school and other places you frequent. Schools, day care providers, workplaces and apartment buildings should all have site-specific emergency plans that you and your family need to know about.

Work Location One: \_\_\_\_\_ School Location One: \_\_\_\_\_  
 Address: \_\_\_\_\_ Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Evacuation Location: \_\_\_\_\_ Evacuation Location: \_\_\_\_\_

Work Location Two: \_\_\_\_\_ School Location Two: \_\_\_\_\_  
 Address: \_\_\_\_\_ Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Evacuation Location: \_\_\_\_\_ Evacuation Location: \_\_\_\_\_

Work Location Three: \_\_\_\_\_ School Location Three: \_\_\_\_\_  
 Address: \_\_\_\_\_ Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Evacuation Location: \_\_\_\_\_ Evacuation Location: \_\_\_\_\_

Other place you frequent: \_\_\_\_\_ Other place you frequent: \_\_\_\_\_  
 Address: \_\_\_\_\_ Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Evacuation Location: \_\_\_\_\_ Evacuation Location: \_\_\_\_\_

Important Information	Name	Telephone Number	Policy Number
Copies:			
Other:			
Pharmacist:			
Medical Insurance:			
Homeowners/Rental Insurance:			
Veterans/Reservist (for pay):			

Dial 911 for Emergencies

- Sit down as a family and plan in advance what you will do in an emergency
- A well thought-out plan will allow you to assess the situation, use common sense, and take care of yourself and your loved ones

# Family Emergency Plan Elements

Make sure your family has a plan in case of an emergency. Before an emergency happens, sit down together and decide how you will get in contact with each other, where you will go and what you will do in an emergency. Keep a copy of this plan in your emergency supply kit or another safe place where you can access it in the event of a disaster.

Neighborhood Meeting Place: _____	Phone: _____
Out-of-Neighborhood Meeting Place: _____	Phone: _____
Out-of-Town Meeting Place: _____	Phone: _____

Fill out the following information for each family 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: _____

- Out-of-Town Contact—In an emergency, it might be easier to make a phone call out of town; designate an out-of-town contact to take roll and relay information for your family
- School and Work Plans—Learn about the emergency plans at your workplace and at your children's schools
- Meeting Places—Choose two places to meet: one in your neighborhood and one outside your neighborhood

# Special Considerations: Children



- Parents of school-aged children need:
  - Contact numbers for your child's school
  - Emergency school plans
- Consider having your child make their own kit. Include parents' full names, contact information, and any medical conditions requiring special care for your child
- Make sure children have your phone numbers and know who to contact if separated or evacuated without the family
- Have a current photo of your child
- Dual responder parents need special plans

# Other Special Considerations

- Older Americans, individuals with disabilities, and individuals with other special needs
  - Develop an emergency plan that considers each family member's unique needs, including a personal support network to call on in the event of an emergency
- Pets
  - Plan with neighbors, friends, or relatives to make sure someone is available to care for or evacuate your pets if you are unable to



# Stay or Go?

- In some situations, authorities may urge you to evacuate
  - Hurricane, flood, fire, etc.
- In other situations, staying where you are and avoiding danger is best
  - If air is contaminated or there are large amounts of debris in the air
- Make sure your family will listen to instructions from local emergency management officials



# Your Family May Get Separated



- You may not be together as a family when an emergency happens
- Plan in advance how to get in touch with each other and get back together
- [www.ready.gov/responder](http://www.ready.gov/responder) has a template to help you get started

# Evacuating



- Plan where your family will go; choose several destinations in different directions
- Plan driving routes; have maps and alternate routes
- If your family does not have access to a car, know public transportation options
- Take the Emergency Supply Kit
- Lock your door
- Take your pets; plan out what pet friendly lodging you will go to in advance

# 3. Be Informed

- Be sure your family knows:
  - Different types of emergencies and their appropriate responses
  - Which emergencies are more likely to affect your area
  - Local emergency plans, warnings systems, radio stations, and other emergency messaging resources for your community
- Visit [www.ready.gov/responder](http://www.ready.gov/responder) for more information



# Prepare Today!



Learn more about preparing yourself and your family for emergencies.

Visit [www.ready.gov/responder](http://www.ready.gov/responder) and contact your agency at (XXX) XXX-XXXX