



Emergency Preparedness Workbook for Older Adults and Older Adults Living with Disabilities in Michigan



Welcome

Instructions

This workbook is for you to use while getting ready and making your Emergency Plan. The workbook and the plan are yours and will be unique to you. For each section of your workbook, you can use a Think, Plan, Do strategy.

THINK about yourself and your needs and how you can make sure that they are taken care of.

Make a **PLAN** for how you are going to meet those needs in an emergency.

Follow your plan to collect the information and supplies that you need to **DO** what needs to be accomplished.



The workbook is divided into three sections

to help you identify what you need to do to prepare,

to stay prepared, and to stay safe in a disaster.

Disaster preparedness includes developing a plan that will work for you, communicating with others, and collecting the things you will need. It includes making sure that your kit, your plan and your communication is current and making sure that you know what to do to use your plan, kit and resources when the disaster occurs. As you go through each section of the workbook, think about the question, write down your answers and begin to put your supplies and resources aside. Once you have completed your workbook, you should have all your information in one place, know your plan and have all of your supplies in one place. If you cannot put all your things together at first do not get discouraged; this might take time. The most important part is to have a plan to follow.

Section One. You will think through how you can get yourself ready for a disaster or emergency. This will include thinking about your physical, mental, emotional, social, communication, and transportation needs in an emergency. It will also include identifying the resources what you will need if you have to stay at home or leave home, and who will help you along the process.

Section Two. You will think through how you can stay ready for a disaster or emergency and what you will need to do to make sure that your emergency plan and kit stay up to date.

Section Three. You will think through how you can be and stay informed about disaster and emergency situations, what they may look like, and how they may affect you. You will focus on gaining knowledge so that you will be prepared and safe. You can fill it out electronically or print it and use a pencil. If you decide to print the plan, use a pencil so that you can make changes if necessary. Every few months, or whenever it is comfortable for you, you will go through your workbook again and make sure that everything is still up to date.



Section One: Getting Ready

Instructions

This section identifies the needs that you might have, the resources that you will need to shelter in place or to evacuate, things you will need to do, and the people you will need to include in your plan. When completing Section One, you can use the examples provided to help you think about your answers and what will work for you. If you want or need to, you can ask someone to help you to make a plan for when you decide you are going to take your preparedness action and follow up to help with any difficulties you may experience.

Navigating Your Daily Routine

Use this space to think about the typical things you do every day, who you do them with (if applicable), and what you use to complete your tasks. Some examples might be: taking medications, exercising, routine appointments, charging my equipment and technology, checking in with the neighbor, etc.

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Knowing My Needs

You may have different kinds of needs and it is important to know what they are in order to make a preparedness plan that meets your unique needs.

Section One – Knowing My Needs

Physical Needs

Taking care of your physical needs in a disaster includes thinking about the everyday things that you need to take care of yourself. You can use the 'typical day' section above to list the things you will need in a disaster. You may not need everything you use everyday but there are some things that are important. This section is for the things you NEED. For example, you may use your slippers and your glasses every morning, you probably need your glasses but you may be able to do your morning routine without your slippers.

What are my physical needs? What are the things that I need to use every day in order to function? Some examples might be: My glasses, a wheelchair, a cane, or a hearing aid.

Section One – Knowing My Needs

Emotional Needs

Taking care of your emotional needs in a disaster will help you to remain calm, make decisions, and avoid feeling overwhelmed. Planning to take care of your emotional needs includes thinking about what helps you stay calm or makes you happy in daily activities. This section is for the things you need, or need to do that will help you stay calm. These can be behaviors or thoughts in addition to tangible items. For example, you may sit quietly and breath for a few minutes when you feel stressed. A small notecard reminding yourself to breath might be a good addition to your kit, or you can tell your contact person about your habit so they can remind you.

What are my emotional needs? Are there things that I need to help me stay happy and calm? Some examples might be: Reading my faith or spiritual books, or being with my emotional support or service dog.

Section One – Knowing My Needs

Medical Needs

Many people take vitamins and medications, or have regular medical treatments to maintain their health. These are an important part of your plan in a disaster, when you will need to make sure you stay as healthy as possible. Medications, vitamins, diet restrictions, exercise, and medical appointments are all things to think about in your planning. Listing your medications (including amounts and times of day), treatments (including names and contact information of providers), vitamins and supplements and daily activities will make sure that these are not forgotten. For example, if you walk everyday and see your physical therapist every week, you will want to try and keep doing these things if possible.

What are my medical needs? Are there things that I need to stay healthy? Some examples might be: Taking daily medications or vitamins, checking my blood sugar, or medical supplies.

Section One – Knowing My Needs

Social Needs

Like our emotional needs, it can be easy to forget to plan for your social needs in a disaster. Physical, mental and emotional health are all tied to social health but we may not consciously think about them. During daily living, there are a variety of ways your social needs are met and these might not be available in disasters. Simple things like talking to the waitress at your local coffee shop, or the cashier, the receptionist at the doctor's office, or the bus driver who drives your route, or waving to the mailman or young mother who pass your home can be social connections that we come to expect in our day. Think about people connections that you can keep during a disaster and what you need to do to maintain those connections. For example, you may want to include a small radio in your kit to listen to your favorite station, or photos of and phone numbers of friends and family so you can feel close to them.

What are my social needs? Are there habits that I do every day in order to stay feeling connected? Some examples might be: Calling my best friend, saying hi to my neighbor, watching the news or checking in with my provider or therapist.

Section One – Knowing My Needs

Communication Needs

Many things we do on a daily basis rely on being able to exchange information with others. When talking to people that you know, and who know you, some things are understood and can be taken for granted. When talking to strangers in a disaster, you may need to think about these things to be certain that you have clear communication. Think about the way you share information and the best way for people to give information to you. Make a note of anything that would help make communication easier in a stressful situation. For example, stressful situations may make your mouth dry and make it difficult to think of the right words. Keeping a small pad of paper and pencil to write down short messages can be useful to help communicate.

What are my communication needs? Are there things that I need in order to communicate with others? Are there things about me that others need to know in order to communicate with me? Some examples might be: People may need to know if I use ASL, if I prefer not to talk to strangers, if I use a hearing aid to hear others, if I need larger print reading materials, or if I speak slowly.

Section One – Knowing My Needs

My Service Animal, Emotional Support Animal, or Pet Needs

If you have an animal, planning for their needs is part of your plan. They will need food, water, medications, and items that will help them be comfortable and calm such as a cage, a leash, a pet bed, a blanket or a favorite toy. Your animal will need these supplies in each disaster situation. When planning to evacuate with your animal it is important to know that not every shelter can accommodate a pet or emotional support animal but every shelter must accommodate a service animal. Knowing the legal definitions and what you can expect is an important part of planning for your service/support animal.

What does my animal need? What do others need to know about my animal? Does my animal have health or emotional needs that I need to tell people for safety? Will my evacuation destination accept my animal? If not, do I need to make other arrangements or chose a different shelter? People may need to know not to touch my animal, or that they can only have food in the morning, or that they hide under things if they get scared or lost.

Section One – Knowing My Needs

Transportation Needs

Regardless of how often you may use transportation during daily living, or what transportation you use, planning for transportation must be part of your emergency planning. Think about the kind of transportation you will need and how to get it. Public transportation may have loading locations in a disaster, and part of your transportation plan might include how to get to those locations. You might have a vehicle and your transportation plan might include knowing different routes to where you plan to shelter. You might need an accessible vehicle and your transportation plan might need to include needing to be picked up. Whatever your needs and your plan, your transportation plan may have several parts. Make sure you think about all of the steps along the way from the time you leave your door to get into your destination.

What are my transportation needs? What do I need in order to get places? Some examples might be: I may need to get a ride to places, or I may need an accessible vehicle to accommodate a wheelchair, or help to get in and out of a bus, van or car. Is there anything else that comes to my mind that I want to write down about my needs?



Knowing My Resources

I may be told that I need to stay in my home to shelter in place. What will I need if I am sheltering in place? I need to plan for staying in my home for at least 3-5 days.

Section One – Knowing My Resources

Supplies

If you are told by authorities to stay in your home you will need to make sure you have everything you need. By thinking about the things you go to get, or that get delivered to you during one week, you will be able to plan for how to get your needs met if everyone is told to remain at home.

What food, water, or other resources will I need if I have to stay in my home for at least 3-5 days? Some examples might be: Making sure that I have enough food and water, making sure I have animal food, flashlights, batteries, and blankets if the power goes off, or making sure that I have enough medication to last at least 5 days.

Section One – Knowing My Resources

Information About Safety In My Home

During a shelter-in-place event you will need to have the supplies you need, but you may also need to know how to do things around your home if others cannot get to you. Maintaining a comfortable temperature, making simple meals, navigating between rooms, or maintaining personal health and hygiene may be things that you get help with. By thinking about how you can meet your essential needs will help you to stay safe. For example if you have stairs in your home, you might plan how to keep everything on one floor so you don't have to use the stairs when alone.

Do I know how to stay safe in my home for at least 3-5 days? Some examples might be: Knowing how to control the thermostat or work the oven, take medication, or drink enough water.

Doing Things for Myself When Home Alone

[illegible]

Section One – Knowing My Resources

Communicating With Others

Maintaining physical, social and emotional health is important when planning to shelter-in-place and may depend on being able to communicate with others. Phones, smart devices and other technology can assist with this. Think about who you may need to contact and how you will contact them.

If I have to stay in my home for at least 3-5 days, how is that going to impact my ability to communicate with others? Some examples might be: I need to make sure my phone is charged, I can talk to my neighbors, and I can let my provider know where I am.

Section One – Knowing My Resources

What About My Appointments?

If you have health maintenance appointments during this time, you will need to know what needs to be done. **It is best to know this in advance.** Think about the appointments you have on a regular basis and be sure you know what those providers plan to do if they need to be closed due to a disaster. You may need to contact them or ask friends and family to help you with this information.

If I have to stay in my home for at least 3-5 days, will I be able to go without a doctor's appointment? If not, what should I do? Who should I call about my therapy, my dialysis, or my treatments? Some examples might be: Calling my doctor's office, asking a friend or family member to call my doctor for me, or arranging to get help in my home.

Section One – Knowing My Resources

Who Will Be Able to Help Me?

Emergency preparedness for staying at home should always be done in advance. This is especially true when your plan involves getting help from others. They will need to know your needs and expectations so that their plans include helping you. Thinking about what you need will help you identify who can assist you. After identifying who they are, list their name and contact information and make arrangements to talk to them about your plan.

If I have to stay in my home for at least 3-5 days, do I have a neighbor who can come over and help me if I need something? Some examples of people who can help me might be: my neighbor, my friend, my personal assistant, or my family.

Section One – Knowing My Resources

What About Electricity?

Winter storms, severe weather, fires and man-made disasters are examples of events that can cause a loss of power. Knowing what you will do will help you to be safe. Think about ways to stay warm (or cool), how to preserve refrigerated medication or essential foods, making sure you have water, an back up power for medical and communication devices are some of the things to think about.

If the power goes off, do I have extra batteries or a way to charge my phone or medical equipment? Do I have oxygen, or wound care supplies? List the things you use that need power and how you might keep them charged. Some examples might be: Oxygen, extra blankets, and/or warm clothes.

Section One – Knowing My Resources

What Should I Do About Supplies if I Need to Leave Home for Few Days?

If you are told by authorities to evacuate your home you will need basic daily supplies, you may also need supplies that are specific to you. Revisiting your exercise about what you do and need everyday will help you to identify what goes into your go-bag kit. Two important things to keep in mind are: 1. These supplies are specific to you and your needs. 2. Limit your kit to what you will actually need. When you evacuate you will need to take your kit with you and there may or may not be someone to help you.

What are the things that I will need to have with me in order to leave home for at least 3-5 days? Some examples might be: A few changes of clothes, underwear, and socks, and hygiene supplies like a toothbrush and toothpaste, dentures, or money, food and a leash for my animal.

Section One – Knowing My Resources

Information About Myself

If you evacuate, you may need to communicate with others. Think about what you need others to know. You are the expert in your own needs and solutions. Don't assume that others will know how to help or that there is only one way to do something. How to touch and lift you to avoid injury, how to speak to you so you understand, or how to find your medication are all examples of things someone may need to know. If you are more comfortable using a language other than English, if you need extra time to say your sentences, or if you tend to forget names, are examples of things people may need to know so you can communicate with them.

Look at what you made notes of in the previous questions and write down information about you that someone will need to know in order to help you if they don't know you. Some examples might be: A stranger will need to know if I use ASL, if I cannot be lifted or carried without injury, if I have a catheter or important papers that help people know how to help me.

Section One – Knowing My Resources

Safe Routes to Help, Shelters, Meeting Spots, or Transportation

Your evacuation plan may be to go to a friend or family member's home or it may be to the nearest municipal shelter. In either case, you will need to know how to get there and what your alternatives are if your first choice is not possible. It is a good idea to have a second choice to these questions because the disaster may impact your first-choice plans. You may need to look at maps of evacuation routes and shelter locations to find a route and location that are accessible to you.

Do I know how to get to the nearest shelter? Is the closest shelter accessible for me?

Do I have a designated meeting spot with someone who can help me?

Section One – Knowing My Resources

Transportation That Meets My Needs

Using the information that you already identified about your transportation needs, insert all of the people, services, and resources that you will need to evacuate to a shelter. If the transportation you are planning to use does not pick you up at your door, help you to embark, and help you upon arrival at your destination, you will need to include how you will do these things or get help to do them.

If I can't get there on my own, do I have access to transportation that can take me to the nearest shelter or meeting place? Do I have an alternate route or alternate shelter in case I can't get to where I am going?

Section One – Knowing My Resources

Medication, Equipment, Supplies, or Power

Sometimes the things that we use everyday can be the things we forget. If you do not have extra or duplicate items to keep in your kit for an evacuation, it is a good idea to think about these things and write them down so you can plan to get duplicates or you can add them to your kit when you evacuate. Use your outline of what you use daily to identify these thing in this list.

Do I have extra medication in case I need to leave my home for a few days? Do I have food, water, a leash and toy for my service or emotional support animal? Do I have charging cords and back-up batteries for my equipment, hearing aids, cell phone?

Double Check Your List

The most important part is that you have a plan to follow.

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Section One – Knowing My Resources

Knowing My People

Your emergency plan will probably involve other people. There may be people who you want to help you to make your plan and kit. There may be people who will have a something you expect them to do in your plan. There may also be people that you will want to know about your plan. These people may be the same or they may be different. It is important to know who these people are and to tell them the information they need to know. You can ask yourself “If there is a disaster or an emergency, who will I need to rely on for assistance in keeping myself safe and healthy?”

Who can help me make a plan? This might be a friend, family member, neighbor, case manager, or service provider who can help with the planning. List the people that you would like to help you make and practice your plan.

Who Will Be in My Plan?

[illegible]

Section One – Knowing My Resources

How Will I Tell People About My Plan?

Do I know the contact information of important people? Examples might be your doctor, therapist, personal assistant, pharmacy, dialysis center, oxygen provider, and other family who can give me information. Include their information here.

Contact Information:

Contact Information:

Contact Information:

Contact Information:

Contact Information:

Contact Information:

Section One – Knowing My Resources

My Emergency Plan Workbook. Getting Ready.

Contact Information:

Contact Information:

Contact Information:

Contact Information:

Contact Information:

Contact Information:

Where Will I Get Information About the Emergency/Disaster?

[illegible]

What Documents Will I Need?

[illegible]

Is There Anything That I Still Need to Do?

I will write that plan here.

[illegible]

Section One – Knowing My Resources

Knowing My Community

Disasters and emergencies can be very different and the things you need to do to be prepared may be different. A good strategy is to know the risks and hazards that are most likely to impact you and your community. In addition to knowing your needs, your resources, and your people, knowing your risks will help you to plan for the right situations. This information can often be found on your local council's website or contacting your local council by phone. My Michigan (see Table 3 below) is another planning resource for identifying your risks. Once you know the risks that are more common to the areas that you live, work, and spend your time, you can complete the chart below. This chart will help you to make sure that your plans, your kit and your communication strategies will be effective to keep you safe in a disaster.

Table 3

My Michigan Risk Assessment Table

Most Likely Hazards Where I Live, Work, and Spend Time	How This Hazard Might Impact Me	Have I Prepared for This in the Getting Ready Section? What Do I Need to Add?

Congratulations on completing the 'Getting Ready' section. Emergency plans and kits are only helpful if they can be used when a disaster happens. Since disasters might happen anytime, or may not happen for a long time, staying ready is as important as getting ready. Now that you have prepared your plan, your kit and your communications plan you are ready to think about how to stay ready.



My Michigan Community

Michigan Disaster Events and Pandemics

According to a 2019 [Michigan Hazard Analysis report](https://bit.ly/3xbIRNO) (URL: <https://bit.ly/3xbIRNO>) from the Emergency Management and Homeland Security Division of the Michigan Department of State Police, the state's primary natural disaster threats include floods, thunderstorms and tornadoes, severe winter weather, and extreme temperatures. Primary technological and human-related hazards include hazardous material incidents and pipeline accidents, infrastructure failures, and public health emergencies. Many of these hazards can impact the likelihood and severity of one another (for example, thunderstorms and infrastructure failures can contribute to flooding incidents) and can lead to other emergency situations such as widespread power outages and fires. The following section explores each of these hazards and disasters and the emergency preparedness planning considerations for individuals with disabilities. Each hazard contains a link to additional resources about that hazard.



Floods

(URL: <https://bit.ly/4cHa4HY>)

Floods are the most common natural disaster in the US and can be especially common in Michigan due to the presence of lakes, rivers, and wetlands that may be flooded by heavy rains or melting snow and ice. Floods present an immediate threat to safety and can cause short-term damage in the form of power outages, mold, and debris, and longer-term damage to infrastructure.

Emergency planning considerations:

- Severe flooding might require evacuation. Considering how consumers receive information about emergencies and evacuation – are emergency alert services accessible for their needs?

Assess the mobility and transportation needs of consumers. Ensure individuals know what food, medications, important documents, assistive technology, and other equipment they need to bring with them in the event of evacuation.

- Some types of flooding may require moving to higher ground or a higher floor.

Assess the mobility needs of consumers for whom this may be a challenge.
(See the [power outage](#) section for more considerations about sheltering in place.)

- Attempting to walk, swim, or drive through flood waters can be dangerous. People can be knocked down by six inches of moving water and cars can be swept away by a foot of water. Individuals with mobility or cognitive disabilities may be knocked down by less than six inches of water and individuals with low vision or who are deaf or hard of hearing may not be able to hear or see where flooded areas are. Flood water can also contain dangerous debris or contamination that may be extremely dangerous for individuals who are sick or have a suppressed immune system.
- Flooding causes mold. Mold may present a considerable risk for individuals with asthma or other lung conditions and those who are ill or have suppressed immune systems. Individuals with low vision or limited sense of smell may not notice mold until it has become a serious problem.



Thunderstorms (URL: <https://bit.ly/4aEku95>) and **Tornadoes** (URL: <https://bit.ly/3vq9gq5>)

Thunderstorms are common in Michigan. Their high winds, lightning, and heavy rainfall can be dangerous. Storms may also include tornadoes. While tornadoes are not as common in Michigan as they are in other parts of the Midwest, they still occur occasionally in every region of the state and can be very destructive.

Emergency planning considerations:

- During thunderstorms or tornadoes emergency alert systems are important.

Are there accessibility features for individuals with limited vision and hearing who may not notice a storm coming? Accessible so that consumers can use them and know when to seek shelter. Whether consumers prefer to rely on radio, television, or mobile phone apps and alerts, make sure everyone knows how to get information about weather emergencies.

- During a tornado, it is best to seek shelter in a basement or first floor interior room. Make sure consumers and their caretakers know how to identify the safest room to get to in the event of a tornado given potential mobility concerns such as not being able to go down stairs.

Assess for what assistive technology may be needed to shelter in place safely, including planning for pets and service animals.

- In the event that a tornado or severe storm causes a partial collapse of the building people are taking shelter inside, individuals may become trapped until emergency responders are able to get them out. Make sure consumers have an emergency kit that they can take with them into the room where they are taking shelter so that they have access to emergency supplies like food and medications until help arrives. It may be helpful to include items like a flashlight with a strobe setting or a whistle so that individuals can help emergency responders locate them.
- Lightning and high winds associated with thunderstorms and tornadoes can lead to large power outages. Depending on consumer's needs, evacuation to an emergency shelter that has power may be necessary after a storm or they may need to keep sheltering in place until power is restored.

(See the [power outage](#) section for more information.)



Winter Weather (URL: <https://bit.ly/3xse6n5>) and **Extreme Cold** (URL: <https://bit.ly/4cGkHuA>)

Winter weather such as heavy snow and ice accumulation is common all across Michigan, although some regions may be impacted differently. Areas along the west coast may have additional heavy lake effect snow coming off Lake Michigan compared to other parts of the state. Rural areas such as those in the Upper Peninsula may have reduced access to emergency services in the event of a major storm.

Emergency planning considerations:

- Weatherproofing homes to ensure proper insulation (and functioning of chimneys and carbon monoxide detectors for homes with fireplaces) may be difficult for people with limited mobility or fine motor skills. This may be an area where support is needed.

- Ice and snow on the ground pose a major fall risk.

Assess consumer's mobility, vision, balance, and communication needs in the event of a fall on ice to ensure they have plans for minimizing their fall risk and having a plan for getting help in the event of a fall. Minimizing risk could look like outfitting mobility aids such as canes and walkers with attachments that help them grip the ice better to reduce the risk of falling.

- Older adults are more susceptible to health problems caused by the cold and they may also have a reduced ability to detect changes in temperature.
- Consider winter transportation needs of consumers. For those who drive, it is essential to keep an emergency kit in the car during the winter in case of accidents that may leave someone stranded in their car until help arrives.



Extreme Heat

(URL: <https://bit.ly/3TEPFKI>)

Extreme heat (typically a period of 2 or more days with high humidity and temperatures over 90 degrees) is becoming more common during Michigan summers, particularly in the southern part of the state. Similar to the dangers of winter weather and extreme cold, extreme heat events can quickly become life-threatening if they are accompanied by widespread power outages that result in people being unable to regulate indoor temperatures.

Emergency planning considerations:

- Older adults and individuals with certain illnesses and disabilities are at greater risk from extreme heat than the general population. Understanding the risks and signs of heat-related illnesses is important for older adults and the people who provide them with care and support. Symptoms of heat stroke such as dizziness and confusion may be difficult to notice in individuals with communication or cognitive disabilities.

Assess a person's home Weatherproofing to ensure proper insulation and efficient cooling may be an area where consumers need support.

- Consider transportation and travel needs if consumers may need to go out and about during periods of extreme heat. Staying in parked cars (or leaving pets or service animals in parked cars) can be deadly. Bringing lots of water (for yourself and for a pet or service animal) along for outdoor errands is essential. Some planning may be needed for how individuals will acquire necessary goods like groceries and medications if it is unsafe for them to go outside.



Power Outages

(URL: <https://bit.ly/4aDU4EO>)

Power Outages: Power outages impact all parts of Michigan and can be caused by all of the previous disasters. Depending on their length and the number of people affected, power outages can lengthen the period of crisis and danger following a disaster by preventing people from accessing basic needs.

Emergency planning considerations:

- Help consumers identify everything that is critical to their health and comfort that relies on electricity so that they can plan for how that need could be addressed if power was lost for multiple days.

Assess what assistive technology or medical devices need to be charged or use batteries? What medications require refrigeration? What communication devices need to be charged?

- Consider transportation needs in the event that folks need to evacuate to an emergency shelter, relative's home, or cooling/warming station in the event of an extreme temperature event. Consumers who have refrigerated medications might need to plan how long a portable cooler can keep their medications cold while in route to a shelter or relative's home. Backup batteries or alternate mobility aids may be necessary for folks who use powered mobility aids such as electric wheelchairs.



House Fires (URL: <https://bit.ly/3U1U63P>) and **Wildfires** (URL: <https://bit.ly/3TIQh24>)

Fires are fast and hard to predict; a residence can be fully engulfed by fire and smoke in under 5 minutes. Reacting quickly is essential. House fires have a number of causes that might follow other types of disasters if there is lighting or electrical damage. They happen all over the state. Wildfires are primarily threats to the Upper Peninsula and northern part of the Lower Peninsula.

Emergency planning considerations

- Since fire moves quickly, developing and practicing a fire escape plan is critical. Practicing a fire escape in the form of a fire drill can help reduce some of the thinking that needs to occur in the event of an actual fire when individuals may panic and not think clearly. Practicing also helps re-enforce the escape plan for individuals with cognitive disabilities. Planning ahead of time allows individuals who use mobility devices to ensure that their walker or wheelchair can fit through certain doorways they may need to use in a fire emergency. Individuals with reduced mobility may need to plan how they would get out of a burning home quickly with the support of assistive technology or caregivers.
- Having an emergency kit on hand with important documents, medications, and supplies may be grabbed while evacuating a house fire. However, getting out is the primary concern. Consumers should be informed of local disaster relief services they could turn to for temporary housing, food, and medications in the event of a fire.
- In the event of a wildfire, speedy evacuation is critical. Ensure emergency alert systems are accessible so that individuals can get information on fire risks and calls for evacuation. Already having an emergency kits prepared will help save time so that individuals can evacuate quickly. Beyond the usual priorities for emergency kits, it is a good idea to have N-95 face masks if you are in areas with a threat of wildfires, particularly for individuals with lung conditions or suppressed immune systems. Distant wildfires may impact local air quality, so sensitive groups may need to monitor their local air quality during fire season when they need to be outside.



Section Two: Staying Ready

Instructions

This section focuses on how you can integrate preparedness into your life and make sure that the work you have done remains current. Being prepared isn't something that is done once being prepared is most useful when it is a habit that is part of your routine. Section two will give you the tools to keep your plan and kit useful, plan to make any necessary updates or changes, and do the modifications so that your plan and kit will be helpful in a disaster.

Updating the Workbook and Plan

Adding emergency planning into your routine will make sure that I remember important plans and to check that supplies are not expired. I need to set aside a time every few months to review my workbook and complete the checklist below.



I can do this when I do other things such as check my fire alarm or refill my medication.

- ☐ Read through my workbook.
- ☐ Make sure that my workbook is up to date with any changes that have happened in my life.
- ☐ Put new batteries in my flashlights, radios, and anything else in my **Emergency Kit** that takes batteries.
- ☐ Check the food and water, and supplies in my **Emergency Kit** to make sure that it is not expired.

Frequency in which this checklist will be completed:

Date this checklist was last completed:

Section Two

Communication Plan

Like your other plans and supplies, your communications plan should be checked routinely. Your professional and personal relationships may have changed or the best contact for your people may also have changed. Reviewing your communications plan will help to identify if anyone has moved or changed their number, or you have changed providers. Even if your plan still involves the same people and if you have their correct contact information you still may have communication plan changes due to other changes in your plans. For example: A long-term road work project in your evacuation route could require you to change your evacuation route or destination and this might mean that your transportation plan will need to change along with the person who will be helping you. Additionally, personal changes may change the people you chose to help you. If you use a medical device now that you didn't use before, you may want to include someone who is knowledgeable about that device as a person you plan to call for assistance.

Are there parts of my communication plan that might need to be updated in the future?

Has anyone moved? Do I have the same doctor?

Section Two

Getting Alerts and Warnings

When you are reviewing your plans, check to see that you have the same access to alerts and warnings. Some apps may need updating, other new apps may exist that didn't before, you may be eligible for new services through new providers or networks, your City or local council may have made changes, or updates. Reviewing your plan to get alerts and warnings and checking with others is a simple way to be sure you remain ready to receive the information you will need.

Are there any updates I need to make to my plan to get alerts and warnings about emergencies and disasters? This could be simple like replacing the batteries in my radio or checking the app on my phone to see if it needs to be updated, are my electronics settings loud enough for me to hear them?

Section Two

Power, Electricity, and Electronics

We all have situations in daily life that can prompt us to use resources that might be running low. Batteries and power sources, are an area that can be easy to 'dip into' our emergency kit for an urgent need or an individual emergency. Reviewing your emergency plan and kit is when you can make sure these resources are returned to a state of readiness. If you have used anything or anything has expired since you created or last reviewed your plan and kit make sure it is restored.

When I check my emergency plan to make sure that everything is updated, I need to check to make sure that I still have everything I need to have some power sources during a disaster. I need to check my flashlights to make sure that they still have batteries, I need to check my supply of hearing aid batteries, if I use refrigerated medication do I have a cooler with ice packs where I can keep it cool, is my warm blanket still in my kit, do I still have the extra charging cord?

Section Two

Power, Electricity, and Electronics

Is there anything that I am concerned about being about to keep cold or get electricity for?

I will write my concerns and my plan here.

[illegible]

Section Two

Is My Evacuation Plan Current?

When I check on my plan, I also need to check in with those who are included in my emergency plan to make sure that they can still help me. I also need to make sure that I have the most updated routes and evacuation plans to a shelter or the home of family and friends where I will stay.

[illegible]

Section Two

Are My Supplies Current?

When there is a disaster or an emergency, I won't have time to go to the store and get new supplies if mine expire.

I need to make sure that my supplies are current, updated, and not expired. What supplies to I need to restock?

[illegible]

Section Two

Practicing Staying Calm

In an emergency, I will need to stay calm. Staying calm in a stressful situation is not always easy. I will talk to my service provider, my friends, and family and ask them to help me practice. I will need to think about what helps me to stay calm. I will list the things I can do to stay calm below.

Some examples might be: Counting while breathing, signing a verse from my favorite song, tapping my fingers while I breathe, or looking at a favorite photo.

Section Two

Planning for the Future

How will I practice staying calm until the next time I review my Workbook?

[illegible]



Section Three: Being Informed

Instructions

This section provides you the opportunity to think about what might happen in a disaster. The more information you have about what to expect the greater your ability to stay calm, advocate for your health, safety, and independence, and effectively communicate your needs, desires, and rights. Section three encourages you to think about how you may need to use your plans and resources in an emergency. You need to plan to share important information in overwhelming circumstances, and what you can expect others to do for you, and what you will need to do for yourself to ensure you maintain your health, safety and independence throughout the disaster response and recovery.

Section Three

Information About Me That Others Need to Know – General

What do others need to know about me in order to assist me in a disaster or emergency?
I shouldn't assume that the person helping me will know anything about me so I need to think hard about this and try to think outside the box.

Some examples might be: I use a nickname, I read better in a different language, I forget things when I am stressed, I hear better in my right ear, etc.

[illegible]

Section Three

Information About Me That Others Need to Know – Information Cards

On this page, I am going to fill in the blanks of these identification Cards. These ID Cards will go in my emergency kit and I will take them with me if I have to leave the house during an emergency. They will help others know necessary, basic information about me. When I am done filling out the ID Cards I will cut the ID Cards out of the pages. I will put the ID Cards in a Ziplock bag so that they can be protected from spills or water.

Example Scenario:

Hello, my name is: John Smith

My address is: 123 Apple St., Apt. 123, Lansing, MI 12345

My emergency contact is: Jane Smith (123) 456-7890

Things to know about me: I am 84 years old and take Acebutolol once a day for my blood pressure. I need my glasses to read and can't hear very well without my hearing aid. My documents are in my emergency kit. My wife, Jane Smith, can answer more questions about me.



Hello, my name is:

My address is:

My emergency contact is:

Things to know about me:



What Should I Expect?

A lot can happen during disasters and emergencies, I need to know what to expect so that I can prepare.

Section Three

In a Disaster...

Disasters can be scary if you don't know what to expect. Knowing what may take place during a disaster can help me to feel calm during the experience. Staying calm will help me remember my plan and keep me safer.

What do I still want to know about what may happen in a disaster? I will use the space below to write out my concerns and make a plan for how I will get answers. That might be through the internet or asking someone who is knowledgeable about emergency situations.

Section Three

In a Shelter in Place Event...

If I need to stay in my house for 3-5 days, I might be lonely and scared. I may not have access to a phone or be able to communicate with anyone. It is important that I prepare for this possibility and think about how I can prevent loneliness, fear, and anxiety. I could do this by adding a puzzle to my emergency kit to keep myself distracted, my favorite book, or a journal to write down all of my feelings during the emergency. I can also talk to my doctor, dialysis or oxygen provider, or my therapist to find out what their plan is if we have to shelter in place. Talking to these people about my plan and how I will maintain my health while sheltering in place will help me know what to expect and will help me to stay calm.

What will I do to prepare for a shelter in place event?

Section Three

In a Shelter...

Emergency shelters may not be pleasant or calm environments. There might be lots of people and noise, and the people around me might be scared and tense. If I know what to expect, I can prepare myself. I can remember that there are also people there to help me if I need it. I may need to ask for help. They may not be able to help me exactly the way I want but they will meet my needs. There are things they may need to know about me. They may need to know my name and age, my doctor and medication, how many times I go to dialysis, how much oxygen I have in my tank, if i need to talk in a quiet place to understand, how I get around my home, or the names of people I live with.

What do I anticipate that emergency shelter staff will need to know about me?

Section Three

What Are the Programs That Provide Assistance in a Disaster?

In a disaster, emergency management agencies and volunteer organizations will activate to respond. Most of these agencies and organizations have programs and services that they can provide to people who have experienced the disaster. These programs are all different, have different functions, provide different types of aid, and may have different eligibility criteria. Being prepared to answer the same questions for many different people and to answer questions that might feel very personal will help to navigate those conversations. You may not qualify for all programs but it is important to participate in all of the services and programs that are applicable and to tell the representatives as much information as possible about you, your abilities, and your needs.

What do I need to know about the programs in my area that provide emergency and disaster assistance?

I will take time to do some research about what programs may be able to help me during disaster. I can call 211, look it up on the internet, ask my assistant, my case worker, or my doctor, or ask family and friends I trust to help me.

Section Three

What Are Some Things That I Should Know About These Programs?

Some of them will need to know my personal information. There will be people to help me fill out the forms and apply for assistance. If the forms are too difficult or confusing or I cannot read or understand them I can ask for help. Sometimes the forms will be on paper, sometimes they will be electronic and sometimes I will need to call a phone number and talk to someone. Remember: you have the right to be safe and to stay safe and it is important to ask for what you need. It is important to remember that even though emergencies and disasters can be overwhelming, you can still be in charge of your decisions. You can decide what is right for you and if something feels wrong you can ask for help to fix it. What do I need to remember and practice so that I can be confident to ask for the help I need in an emergency?



What Do I Need to Know About Advocating for My Rights?

Disasters change some things but not others. Your rights do not change in disasters. Below are some reminders about your rights in a disaster and how you can advocate for yourself in a disaster. Review these when you review your disaster plan and kit, and if you know a disaster might impact you so you can remain calm, remember and communicate your needs, and advocate for your own safety, health, and independence before, during and after a disaster.

- **You know your needs best.** You are the expert in what you need, what works best for you, and the best way for people to help you. This is your emergency plan and you decide what happens to you.
- **It's okay to ask for more information.** If there is something you do not understand it is okay to stop the conversation and ask others to explain things you do not understand. In order to make the right decisions for yourself, you need the right information.
- **Use your voice.** In disasters, many things might be happening at the same time and things might be happening quickly. This can be intimidating and make it difficult to speak up. If something is happening that makes you uncomfortable you do not need to accept it. Tell someone and ask for help.
- **Ask the right people for help.** People who are good helpers will want to find ways to help you in the way you desire. They will allow you to speak for yourself, and they will work with you to solve the problems. If someone is helping you but is not prioritizing your needs and solutions you may need to find other people to help you.
- **Staying away during a disaster.** If you do not live in a nursing home, or assisted living facility before a disaster, you should not go to a nursing home during a disaster. Practicing telling people about your needs and what you know will help you to communicate your preferences. Be prepared to tell others how your needs can be met and offer solutions.
- **Right to access.** You have the right to the access all programs, services, and opportunities that are publicly available. Sometimes you may need an accommodation and that is okay. Accommodations are changes that can be made so that you can have the same experience as others. You need to ask. They may not be able to give you the exact accommodation you asked for but they do need to provide what you need.
- **Know your rights.** If you have a service animal, personal medical equipment such as a wheelchair or prosthetic, you have the right to keep these at all times and you should not be separated from them.
- **Voice your needs.** Most people that are responding to help in a disaster do not receive any training or education on how to help people who are aging or people with disabilities. They would like to help but may not know the best way to do so. By advocating for your needs, asking for what you need and providing possible solutions, you are providing valuable information that will make you, and others safer.

[illegible]

Journal

[illegible]

Journal

[illegible]



Remember, you have the right to be safe and to stay safe and it is important to ask for what you need. It is important to remember that even though emergencies and disasters can be overwhelming, you can still be in charge of your decisions. You can decide what is right for you and if something feels wrong you can ask for help to fix it. What do I need to remember and practice so that I can be confident to ask for the help I need in an emergency?