

National Center for Disaster Preparedness

EARTH INSTITUTE | COLUMBIA UNIVERSITY

[INSERT COUNTY LOGO]

OUT-OF-HOME PLACEMENT/ FOSTER CARE EMERGENCY & DISASTER PLAN TEMPLATE

INTRODUCTION

The Out-of-Home Placement/ Foster Care Emergency & Disaster Plan template was created by the National Center for Disaster Preparedness, Earth Institute, Columbia University through the Resilient Children/Resilient Communities Initiative, to be the foundation for an active conversation about disaster preparedness between out of home placement agencies and their designated caregivers.

This template is not considered comprehensive and should be adapted in order to accommodate local requirements and terminology (such as whether “foster care” or “kinship care” or “out-of-home placement” is preferred. Local policies and planning efforts should be considered and integrated through social service and emergency management agencies.

Once this template has been refined for local use, its implementation should be a collaborative effort between the social worker and caregiver. This approach will ensure both parties have a mutual understanding of the importance of emergency planning, the caregiver can ask clarifying questions, and the correct emergency information and protocols can be clearly communicated with the family. Additional materials have been provided to supplement the template and provide a more comprehensive approach to disaster preparedness in the context out out-of-home placements.

Instructions: Introduction to the plan should be catered for your agency or organization and logos swapped for your locality. As a best practice, all phone numbers should include the area code.

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CONTACT INFORMATION

Placement Type: ☐ FOSTER CARE ☐ KINSHIP CARE

In the event of evacuation, please contact **[enter agency contact name]** at **[enter agency contact information]** to report your change in location.

| | | | | |
|------------------------------|-------------------|------------------------------|-------|--------------|
| Caregiver Name (Last, First) | | Caregiver Name (Last, First) | | County |
| Address | | City | State | ZIP Code |
| Telephone Number | Cell Phone Number | Email Address | | Date Created |

| | | |
|-----------------------------------|------------------|-------------------|
| Agency Contact Name (Last, First) | Telephone Number | Date Last Updated |
| Emergency Number | Email Address | |

Having a strong social network is an important step in building resilience to emergency/disaster situations. Attach an extra page of contacts if necessary.

Social Network Contacts

| | | |
|--------------|--------------|--------------|
| Contact Name | Relationship | Phone Number |
| Contact Name | Relationship | Phone Number |

If *shelter-in-place* is necessary, there should be a designated safe location within the home. In the event of an emergency *in the home*, use the escape route, and meet at a designated location then account for all household members.

Safe Location Within Home

| |
|--|
| |
|--|

Outside Home

| |
|--|
| |
|--|

In the case of a *natural disaster or catastrophic event* requiring evacuation, the family may need to relocate either within your local jurisdiction or outside of your region:

First Choice, Within the Same Community

| | | | | |
|-------------------------|-------------------|---------------|-------|----------|
| Contact or Shelter Name | | County | Date | |
| Address | | City | State | ZIP Code |
| Telephone Number | Cell Phone Number | Email Address | | |

Second Choice, Within the Same Community

| | | | | |
|-------------------------|-------------------|---------------|-------|----------|
| Contact or Shelter Name | | County | Date | |
| Address | | City | State | ZIP Code |
| Telephone Number | Cell Phone Number | Email Address | | |

Third Choice, Outside of Region

| | | | | |
|-------------------------|-------------------|---------------|-------|----------|
| Contact or Shelter Name | | County | Date | |
| Address | | City | State | ZIP Code |
| Telephone Number | Cell Phone Number | Email Address | | |

If any of the contact information should change, call and inform your social worker immediately and submit a revised copy.

OUT-OF-HOME PLACEMENT EMERGENCY & DISASTER PLAN

Disaster risk may vary by your home's location. Review the hazards below and discuss how different disasters may change your emergency plan. Contact your local emergency management office for specific planning questions.

Hazard Assessment

Check any of the following disasters that could like affect your household and plan accordingly.

| | | |
|-------------------------------------|--|--|
| <input type="checkbox"/> Avalanche | <input type="checkbox"/> Forest Fire | <input type="checkbox"/> Power Failure |
| <input type="checkbox"/> Blizzard | <input type="checkbox"/> Hurricane | <input type="checkbox"/> Tornado |
| <input type="checkbox"/> Earthquake | <input type="checkbox"/> Landslide/ Mudslide | <input type="checkbox"/> Tsunami |
| <input type="checkbox"/> Flood | <input type="checkbox"/> Nuclear Radiation | <input type="checkbox"/> Other: _____ |

Individuals should locate utility (water, natural gas, etc.) shutoffs and be familiar with emergency shutoff procedures in the event of a disaster such as, but not limited to, an explosion, power outage, earthquake, or hazardous waste spill.

Utility Shut Offs

| | |
|----------|--------------------|
| Gas | Gas Co. Phone |
| Electric | Electric Co. Phone |
| Water | Water Co. Phone |

Local Non-Emergency Contacts: Work with Agency Staff to Complete.

| | |
|--|-------------------|
| Child Care | Hospital |
| Child Protective Services | Primary Physician |
| Crisis Center | Poison Control |
| Dentist | Police/Sheriff |
| Fire/Paramedics | School |
| Foster Care Ombudsman Office | Other |
| Foster Care Licensing | |
| Important website URLs or social media handles to follow | |

Planning Checklist

Please keep the following information in an easy to access location in a brightly colored folder, a flash drive, and a cloud location:

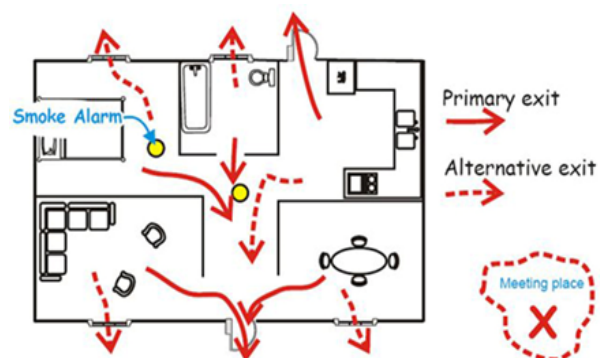
| | |
|--|---|
| <input type="checkbox"/> Emergency & Disaster Plan | Updated: ____/____/____ |
| <input type="checkbox"/> Child Roster | Updated: ____/____/____ |
| <input type="checkbox"/> Each Child's Medical Information | Updated: ____/____/____ |
| <input type="checkbox"/> Medical and Immunization History | |
| <input type="checkbox"/> List of Medications, Allergies | |
| <input type="checkbox"/> Special Needs Information | |
| <input type="checkbox"/> Copy of Each Child's Important Documents¹ | Updated: ____/____/____ |
| <input type="checkbox"/> Insurance Card | |
| <input type="checkbox"/> Birth Certificate and Social Security Card | |
| <input type="checkbox"/> Custody Letter | |
| <input type="checkbox"/> Education Records | |
| <input type="checkbox"/> Escape Route Plan | Last Practiced: ____/____/____ Updated: ____/____/____ |

¹ Individuals may not have access to these documents in all states. Please ensure that your work with the agency to ensure that you have all documents available and remotely accessible in order to ensure continuity of care and service in the case of evacuation.

APPENDIX A – EVACUATION ROUTES

Steps to Create Route Plan:

1. Draw a map of each floor level in your home.
2. Be sure to mark windows, doors and smoke alarms.
3. Mark two ways out of each room.
4. Mark and describe SAFE ASSEMBLY POINT.
5. Practice it as a family at least twice a year!



USE THIS GRID AREA TO HELP MAKE A MAP

[illegible]

[illegible]

5

APPENDIX B – CHILDREN WITH SPECIAL HEALTHCARE NEEDS

Contact Information

| | | |
|--|---|------|
| Child's Name (Last, First) | Date of Birth | Date |
| Primary Language | Nickname | |
| Emergency Contact Name & Relationship | Emergency Contact Phone Number | |
| Additional Emergency Contact Name & Relationship | Additional Emergency Contact Phone Number | |

Physician Contact Information

| | | |
|---------------------------------|-----------------|-----|
| Primary Care Physician | Emergency Phone | Fax |
| Specialist 1 – Name & Specialty | Emergency Phone | Fax |
| Specialist 2 – Name & Specialty | Emergency Phone | Fax |

Pertinent Medical Information: Completed by/with a Medical Provider

| | |
|--|---|
| Diagnoses <i>Please attach separate sheet if necessary.</i> | Baseline Physical Findings |
| | Baseline Vital Signs |
| | Baseline Neurological Status |
| | Significant Baseline Ancillary findings (lab, x-ray, ECG) |
| Medical Synopsis <i>Please attach separate narrative if necessary.</i> | Prostheses/Appliances/Advanced Technology Devices |
| | Medications <i>Please attach separate sheet if necessary.</i> |

*Adapted from the American College of Emergency Physicians and American Academy of Pediatrics
Emergency Information Form for Children with Special Health Care Needs.*

These pages can be duplicated as necessary for each child with special healthcare needs in the household.

APPENDIX B – CHILDREN WITH SPECIAL HEALTHCARE NEEDS INFO (CONT'D)

Healthcare Management Data

| | |
|---|--|
| Allergies: medications or foods to be avoided 1 _____ 2 _____ 3 _____ 4 _____ <i>Please attach separate sheet if necessary.</i> | And why 1 _____ _____ 2 _____ _____ 3 _____ _____ 4 _____ _____ |
| Procedures to be avoided 1 _____ 2 _____ 3 _____ 4 _____ <i>Please attach separate sheet if necessary.</i> | And why 1 _____ _____ 2 _____ _____ 3 _____ _____ 4 _____ _____ |

Common Presenting Problems

| Problem | Suggested Diagnostic Studies | Treatment Considerations |
|---------|------------------------------|--------------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |


Comments on Child, Family, or Other Specific Medical Issues


| | | |
|---|--------------------|--------------|
| _____ _____ _____ _____ _____ _____ _____ Provider Signature: | Print Name: | Date: |
|---|--------------------|--------------|

*Adapted from the American College of Emergency Physicians and American Academy of Pediatrics
Emergency Information Form for Children with Special Health Care Needs*

APPENDIX C – EMERGENCY CONTACT CARDS




 Fold Here

| | | |
|---|--|--|
|  FOR KIDS | <p>Emergency Contact Card</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 25%;">  <p style="text-align: center; color: gray;">Picture</p> </div> <div style="width: 75%;"> <p>Name: _____</p> <p>Age: _____</p> <p>Address: _____</p> <p>Phone Number: _____</p> </div> </div> | <p>In Case of Emergency:</p> <p>Emergency Contact 1</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> <p>Emergency Contact 2</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> <p>Out of Area Contac</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> |
|  FOR PARENTS | <p>Emergency Contact Card</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 25%;">  <p style="text-align: center; color: gray;">Picture</p> </div> <div style="width: 75%;"> <p>Name: _____</p> <p>Age: _____</p> <p>Address: _____</p> <p>Phone Number: _____</p> </div> </div> | <p>In Case of Emergency:</p> <p>Emergency Contact 1</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> <p>Emergency Contact 2</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> <p>Out of Area Contac</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> |

Fill out the cards, cut them out and put it in your child's backpack, purse or lunch box, where they can be easily found in case of an emergency. Fill the "Relationship" section with the relationship that the emergency contact has with the child.



 Fold Here

| | | |
|---|--|--|
|  FOR KIDS | <p>Emergency Contact Card</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 25%;">  <p style="text-align: center; color: gray;">Picture</p> </div> <div style="width: 75%;"> <p>Name: _____</p> <p>Age: _____</p> <p>Address: _____</p> <p>Phone Number: _____</p> </div> </div> | <p>In Case of Emergency:</p> <p>Emergency Contact 1</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> <p>Emergency Contact 2</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> <p>Out of Area Contac</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> |
|  FOR PARENTS | <p>Emergency Contact Card</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 25%;">  <p style="text-align: center; color: gray;">Picture</p> </div> <div style="width: 75%;"> <p>Name: _____</p> <p>Age: _____</p> <p>Address: _____</p> <p>Phone Number: _____</p> </div> </div> | <p>In Case of Emergency:</p> <p>Emergency Contact 1</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> <p>Emergency Contact 2</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> <p>Out of Area Contac</p> <p>Phone number: _____ Relationship: _____</p> <p>e-mail: _____</p> |

Fill out the cards, cut them out and put it in your child's backpack, purse or lunch box, where they can be easily found in case of an emergency. Fill the "Relationship" section with the relationship that the emergency contact has with the child.

Copy this page as necessary to create cards for each child in the home.

APPENDIX D – FOSTER CHILD ROSTER

The roster below should be completed for each child that enters the home and updated upon their departure. All children should be briefed on the emergency plan of the household upon arrival and if there are any relevant changes in the home.

| | | | | |
|----------|---------------------------|--------------|-------------------|---|
| 1 | Child's Name | Phone Number | Date of Arrival | <input type="checkbox"/> Reviewed Emergency Plan Date: ____/____/____ <input type="checkbox"/> Reviewed Educational Materials Date: ____/____/____ <input type="checkbox"/> Received Emergency Contacts Date: ____/____/____ |
| | Biological Parent Name(s) | Phone Number | Date of Departure | |
| | Social Worker Name | Phone Number | E-mail Address | |
| 2 | Child's Name | Phone Number | Date of Arrival | <input type="checkbox"/> Reviewed Emergency Plan Date: ____/____/____ <input type="checkbox"/> Reviewed Educational Materials Date: ____/____/____ <input type="checkbox"/> Received Emergency Contacts Date: ____/____/____ |
| | Biological Parent Name(s) | Phone Number | Date of Departure | |
| | Social Worker Name | Phone Number | E-mail Address | |
| 3 | Child's Name | Phone Number | Date of Arrival | <input type="checkbox"/> Reviewed Emergency Plan Date: ____/____/____ <input type="checkbox"/> Reviewed Educational Materials Date: ____/____/____ <input type="checkbox"/> Received Emergency Contacts Date: ____/____/____ |
| | Biological Parent Name(s) | Phone Number | Date of Departure | |
| | Social Worker Name | Phone Number | E-mail Address | |
| 4 | Child's Name | Phone Number | Date of Arrival | <input type="checkbox"/> Reviewed Emergency Plan Date: ____/____/____ <input type="checkbox"/> Reviewed Educational Materials Date: ____/____/____ <input type="checkbox"/> Received Emergency Contacts Date: ____/____/____ |
| | Biological Parent Name(s) | Phone Number | Date of Departure | |
| | Social Worker Name | Phone Number | E-mail Address | |
| 5 | Child's Name | Phone Number | Date of Arrival | <input type="checkbox"/> Reviewed Emergency Plan Date: ____/____/____ <input type="checkbox"/> Reviewed Educational Materials Date: ____/____/____ <input type="checkbox"/> Received Emergency Contacts Date: ____/____/____ |
| | Biological Parent Name(s) | Phone Number | Date of Departure | |
| | Social Worker Name | Phone Number | E-mail Address | |

OUT-OF-HOME PLACEMENT EMERGENCY & DISASTER PLAN

| | | | | |
|-----------|---------------------------|--------------|-------------------|---|
| 6 | Child's Name | Phone Number | Date of Arrival | <input type="checkbox"/> Reviewed Emergency Plan Date: ____/____/____ <input type="checkbox"/> Reviewed Educational Materials Date: ____/____/____ <input type="checkbox"/> Received Emergency Contacts Date: ____/____/____ |
| | Biological Parent Name(s) | Phone Number | Date of Departure | |
| | Social Worker Name | Phone Number | E-mail Address | |
| 7 | Child's Name | Phone Number | Date of Arrival | <input type="checkbox"/> Reviewed Emergency Plan Date: ____/____/____ <input type="checkbox"/> Reviewed Educational Materials Date: ____/____/____ <input type="checkbox"/> Received Emergency Contacts Date: ____/____/____ |
| | Biological Parent Name(s) | Phone Number | Date of Departure | |
| | Social Worker Name | Phone Number | E-mail Address | |
| 8 | Child's Name | Phone Number | Date of Arrival | <input type="checkbox"/> Reviewed Emergency Plan Date: ____/____/____ <input type="checkbox"/> Reviewed Educational Materials Date: ____/____/____ <input type="checkbox"/> Received Emergency Contacts Date: ____/____/____ |
| | Biological Parent Name(s) | Phone Number | Date of Departure | |
| | Social Worker Name | Phone Number | E-mail Address | |
| 9 | Child's Name | Phone Number | Date of Arrival | <input type="checkbox"/> Reviewed Emergency Plan Date: ____/____/____ <input type="checkbox"/> Reviewed Educational Materials Date: ____/____/____ <input type="checkbox"/> Received Emergency Contacts Date: ____/____/____ |
| | Biological Parent Name(s) | Phone Number | Date of Departure | |
| | Social Worker Name | Phone Number | E-mail Address | |
| 10 | Child's Name | Phone Number | Date of Arrival | <input type="checkbox"/> Reviewed Emergency Plan Date: ____/____/____ <input type="checkbox"/> Reviewed Educational Materials Date: ____/____/____ <input type="checkbox"/> Received Emergency Contacts Date: ____/____/____ |
| | Biological Parent Name(s) | Phone Number | Date of Departure | |
| | Social Worker Name | Phone Number | E-mail Address | |

OUT-OF-HOME PLACEMENT EMERGENCY & DISASTER PLAN

APPENDIX E – EDUCATIONAL MATERIALS

Emergency Preparedness for Children

Part of any good disaster plan is making sure that everyone in a household, regardless of their age, understands what they should do in an emergency. The information below provides age-appropriate guidance to ensure children receive adequate education to ensure their safety and well-being during and after a disaster.

Preschool

<https://www.savethechildren.org/content/dam/usa/reports/emergency-prep/GRGS-PREPSTEP-PRESCHOOL.PDF>

- **Emergency Contact Information** – Children should know who they need to contact in case of an emergency outside of the home or in case of accidental separation from their caregivers.
 - Help kids practice saying and memorizing basic identification information, including:
 - Full name (First and Last)
 - Age
 - Parents'/Guardians' names
 - Home phone number (if they are able)
 - Home address (if they are able)
 - Allergies or special medical needs
 - Take children's photos and have them fill out their name and age on their emergency contact cards. Allow children to decorate their card or the back of the card as they wish.
 - Practice dialing emergency numbers to help with understanding and memorization.
- **First Responder Identification** – Children should be able to identify and understand that in a disaster there are adults they can trust in an emergency:
 - Firefighters:
 - Role: Help put out fires and control other types of emergencies. They may help get us to safety.
 - Supplies: Fire trucks take firefighters to fires. They have hoses and big ladders to help firefighters reach and put out fires safely. Fire hydrants help firefighters get water to put out fires. Fire extinguishers can help us put out small fires at schools or at home.
 - Police officers:
 - Role: Protect us from harm. Block off unsafe areas and tell us what we need to do to stay safe.
 - Supplies: Police cars take police officers to emergencies. They have sirens to help police officers get places quickly. A police officer may block off an unsafe area with tape, to keep us from getting hurt.
 - Emergency Doctor (EMS):
 - Role: Work to help heal any injuries and keep people healthy.
 - Supplies: Ambulances take emergency doctors to emergencies. Emergency Doctors bring medicine and medical supplies kits to help people who may be hurt or injured. They may take injured people to the hospital to get more help.

Grades K-2

<https://www.savethechildren.org/content/dam/usa/reports/emergency-prep/GRGS-PREPSTEP-K-2.PDF>

- Ensure that the child has a good understanding of emergency contact information, can dial emergency numbers, and is able to accurately identify first responders.
- **Making an Emergency Plan** – Children should be able to understand their own escape or shelter-in-place plan.
 - Escape Route: We would evacuate if there was a hazard in the building, like a fire. We might also evacuate if there were some chemicals in the building or after an earthquake
 - Have children imagine and think about at least two different ways they could evacuate from the house (front door, back door, window, basement etc.)
 - Safe Place Indoors: If there was a threat outside and it wasn't safe to go out, such as a winter storm or thunderstorm or tornado, you should take shelter in an indoor safe place.
 - Have children imagine their homes and think about where their safe place might be (e.g., a basement, shelter, closet, under the stairs, bathroom etc.)

Grades 3-5

<https://www.savethechildren.org/content/dam/usa/reports/emergency-prep/GRGS-PREPSTEP-3-5.PDF>

- Ensure that the child has a good understanding of emergency contact information, can accurately identify escape routes, exits, and safe locations in and outside of the house.
- **Understanding Risks and Hazards** – Children should be able to identify likely risks and hazards in their area.
 - *Definitions & Examples:*
 - A hazard is something that could be harmful.
 - Example: Electricity wires sticking out of the wall.
 - A risk is being exposed to or near a hazard.
 - Example: Being near an electric wire that is sticking out of the wall may put you at risk of being shocked.
 - Weather hazards include storms like thunderstorms, hurricanes, tornadoes, winter storms, earthquakes, landslides, tsunamis and flooding. Where we live or the time of year may affect the weather risks.
 - Example: hurricanes affect people who live on the coast and are most likely to happen from June to November.
 - *Disaster Mapping & Response:*
 - Using a blank map, identify/color where they live and areas at risk of tornadoes, hurricanes, earthquakes, and flooding.
 - Remind children that just because a section of the map isn't brightly colored, does not mean that that type of disaster can't happen there. For example, earthquakes, tornadoes and flooding can happen most everywhere. That is why we need to be prepared for all types of disasters.
 - Earthquake: shaking, rolling or sudden shock of the earth's surface.
 - Respond: Drop, Cover and Hold On! Until the shaking stops. Then evacuate. Be aware of aftershocks.
 - Tornado: a strong rotating tunnel of air that reaches from the sky to the ground.
 - Respond: Go to safe room or shelter until it's safe to come out.
 - Hurricane: strong storm where powerful winds and rains can cause damage when the storm approaches land.
 - Respond: Evacuate if you have time to safely do so. Prepare for flooding and winds.

Additional Emergency Preparedness for Children Resources

- [additional resources to be added]

Basic Emergency Preparedness, Response, and Recovery

Excerpted and adapted from the American Red Cross “How to Prepare for Emergencies”
<https://www.redcross.org/get-help/how-to-prepare-for-emergencies/types-of-emergencies.html>

A safe home and knowing what to do for specific types of emergencies can help reduce injury and illness throughout the household. The scenario and incident-specific guidance below provides a basis for your emergency plan and should be edited and adapted for the specific risks in a household. Consult with your local emergency management agency for specific guidance for these and any other scenario not listed below.

Home Fire Safety

| <i>Preparedness</i> | <i>Response</i> | <i>Recovery</i> |
|---|--|---|
| <ul style="list-style-type: none">• Install smoke alarms on every level, and in every bedroom. Test every six months.• Keep one or more fire extinguishers in the home.• Turn off stove if leaving the kitchen and unplug kitchen appliances if not in use.• Know how to shut off water, power, and gas utilities.• Keep matches and lighters away from children. | <ul style="list-style-type: none">• Get low and crawl to an exit.• Check door handles with the back of your hand before opening door. If handle is hot look for a different exit.• If smoke, heat, or flames block exit, hang sheet or towel out the window.• Once out, stay out and go to designated safe location and call 911.• Never go back inside. | <ul style="list-style-type: none">• Stay out of home until fire authorities say it is safe to re-enter.• Check for injuries and receive medical help if needed.• Let friends and family know you are okay.• Do not drink any water that you may think is contaminated.• Discard food that was exposed to smoke. |

Wildfire Safety

| <i>Preparedness</i> | <i>Response</i> | <i>Recovery</i> |
|--|---|---|
| <ul style="list-style-type: none">• Keep a “safe zone” of 30 feet around your home, with no dry vegetation or flammable items like propane or firewood.• Select building materials and plants that resist fire.• Keep your roof and gutters clean. | <ul style="list-style-type: none">• Listen to local radio and TV stations for wildfire information.• Evacuate immediately if evacuation is instructed or if you think the wildfire is close.• Close all home openings to limit exposure to smoke and dust.• Move outside furniture and plants indoors. | <ul style="list-style-type: none">• Do not return until officials declare it safe.• Use caution when entering burned areas, as hot spots may still exist and can flare up without warning.• Wet debris down to minimize dust.• Do not drink water that you think may be contaminated.• Discard food that has been exposed to smoke or dust. |

Earthquake Safety

| <i>Preparedness</i> | <i>Response</i> | <i>Recovery</i> |
|--|--|---|
| <ul style="list-style-type: none">• Be aware of evacuation plans for all buildings you regularly occupy.• Identify safe places in each room of your home. A safe place could be under a piece of furniture or against an interior wall away from windows or tall furniture.• Practice drop, cover, and hold on in each safe place.• Keep an emergency supplies kit in an easy to-access location.• Bolt and brace bookcases, cabinets, and overhead light fixtures.• Avoid hanging heavy items above beds and couches (pictures/mirrors/shelves). | <ul style="list-style-type: none">• Drop, cover and hold on.<ul style="list-style-type: none">○ Drop to the floor.○ Take cover under a piece of heavy furniture.○ Protect your head with one arm while holding on to furniture with the other arm.• If there is no sturdy furniture to get under, crouch with your back against an interior wall and cover your head and neck.• If you are in bed, stay in bed and cover your head and neck with your pillow.• If you are outdoors, move into an open area away from buildings and trees. | <ul style="list-style-type: none">• After an earthquake, prepare for potential aftershocks, landslides, or tsunami.• Each time you feel an aftershock, drop, cover, and hold on.• Check yourself for injuries and get first aid if necessary.• Get updated emergency information and instructions by listening to local radio or TV stations.• If there is no electricity, use your mobile devices, car radio, or listen to your portable, battery-operated or hand-crank radio.• Open closet and cabinet doors carefully, as contents may have shifted. |

Flood Safety

| <i>Preparedness</i> | <i>Response</i> | <i>Recovery</i> |
|---|--|---|
| <ul style="list-style-type: none">• Be aware of evacuation plans. Choose areas of high elevation as your evacuation meeting place.• Keep and maintain an emergency supplies kit in an easy-to-access location.• Everyone in your household knows what to do if a flood watch or warning is issued.• Know the difference: flood watch means a flood is possible; a flood warning means a flood is going to occur and you should take immediate precautions. | <ul style="list-style-type: none">• Listen to local radio or TV stations for flood warnings.• Evacuate immediately when a flash flood warning is issued or if you think it has already started.• Move to higher ground away from rivers, streams, creeks, and storm drains.• Do not drive onto flooded roads or through rising water. If your car stalls in rapidly rising waters, abandon it and climb to higher ground. | <ul style="list-style-type: none">• Do not return until officials have declared the area safe.• Parts of your home may be collapsed or damaged. Approach buildings carefully.• During cleanup, wear protective clothing, including rubber gloves and rubber boots.• Contact your local public health department for recommendations for boiling or treating, as water may be contaminated. |

Tsunami Safety

| <i>Preparedness</i> | <i>Response</i> | <i>Recovery</i> |
|---|--|--|
| <ul style="list-style-type: none">• Become aware of evacuation plans for all buildings you occupy regularly.• Pick areas of high elevation as your evacuation meeting place.• Store emergency supplies kit in an easy-to-access location. | <ul style="list-style-type: none">• Know your zone. If you are within a tsunami inundation zone, evacuate immediately to higher ground. If not, stay where you are.• Listen to local radio or TV for tsunami warnings.• If a strong earthquake has just occurred while you are in a coastal area, evacuate immediately. Do not wait for an official tsunami warning. | <ul style="list-style-type: none">• Do not return to coastal areas until officials say it is safe.• Check yourself for injuries and get first aid if necessary.• Get updated emergency information and instructions by listening to local radio or TV stations.• Parts of your home may be collapsed or damaged. Approach buildings carefully.• During cleanup, wear protective clothing, including rubber gloves and rubber boots |

OUT-OF-HOME PLACEMENT EMERGENCY & DISASTER PLAN

Landslide Safety

| <i>Preparedness</i> | <i>Response</i> | <i>Recovery</i> |
|--|--|---|
| <ul style="list-style-type: none"> • Become aware of evacuation plans for all the buildings you occupy regularly. • Keep and maintain an emergency supplies kit in an easy-to-access location. • Be aware of your area's risk. Watch patterns of water runoff near your home. Landslides are more likely after heavy or sustained rain or rapid snowmelt. | <ul style="list-style-type: none"> • After heavy rain, listen for unusual sounds that might indicate moving debris, such as trees cracking or boulders knocking together. • If you suspect a landslide will occur, evacuate immediately. • Be especially alert when evacuating. Watch for collapsed pavement, mud, fallen rocks, and other debris | <ul style="list-style-type: none"> • Stay away from the slide area, as additional slides may occur. • Check yourself for injuries and get first aid if necessary. • Get updated emergency information and instructions by listening to local radio or TV stations. • If there is no electricity, use your mobile devices, car radio, or listen to your portable, battery-operated or hand-crank radio. • Watch for flooding. Floods sometimes follow landslides because they may both be started by the same event. • Check the building foundation and surrounding land for damage, as it will help you assess the safety of the area. |

Biological/ Chemical Safety

| <i>Preparedness</i> | <i>Response</i> | <i>Recovery</i> |
|--|---|--|
| <ul style="list-style-type: none"> • Avoid mixing chemicals, even everyday household products. • Store chemical products properly and away from food items. • Never smoke while using household chemicals. • Clean up spills immediately, being careful to protect your eyes and skin. • Dispose of unused chemicals properly | <ul style="list-style-type: none"> • Follow instructions of the authorities. Listen to your emergency broadcast stations on radio and TV. • If you are told to "shelter in place," go inside, close all windows and vents and turn off all fans, heating, or cooling systems. • Use duct tape to secure plastic sheeting around all cracks or sills where air could enter. If you don't have tape and plastic, use wet cloths. • If you find someone who is injured, make sure you are not in danger before administering first aid. • Use your phone only in life-threatening emergencies. Call poison control (1-800-222-1222) or 911 immediately. | <ul style="list-style-type: none"> • Do not return until officials have declared the area safe. • Contact your local public health department for recommendations for boiling or treating, as water may be contaminated. • Follow instructions from emergency officials concerning proper clean-up. |

Additional Emergency Preparedness, Response, and Recovery Resources

- [additional resources to be added]