



UCSF Benioff Children's Hospital Oakland – Injury Prevention Program
747 52nd St., Oakland, CA 94609
510-428-3000 • www.childrenshospitaloakland.org

Preparing for Emergencies and Disasters



This Family Emergency Evacuation Plan for children with special needs was developed by the Riley Hospital for Children Safe Escape Program at IU Health (rileyhospital.org) and has been adapted for use as an anticipatory guidance tool for health care providers with permission from Indiana University Board of Trustees on behalf of the Riley Hospital for Children Safety Store at IU Health.



Preparing for an emergency or disaster can be an overwhelming and difficult task. Preparing in advance can help you be ready. We recommend setting aside a three-day supply of food and water, as well as first aid supplies, clothing and bedding, tools, and other emergency supplies. Think of what other necessities are essential for your family. Do you have an adequate supply of medication and a safe place to store it? How will you keep medical supplies sanitary? How will you maintain electrical backup for medical equipment?

A disaster plan should include information such as:

- Where to go should a disaster occur
- The best evacuation route out of your neighborhood and to local shelters
- The name and phone number of an out-of-state contact person
- What to do with family pets

Find out if your child's school and your workplace have disaster plans. Make sure important information about your child's special needs is included in the school's plan. Medical information forms are available online at www.childrenshospitaloakland.org/healthcare/depts/InjuryPreventionHome.asp#emergency and www.aap.org/advocacy/blankform.pdf.

What do emergency responders or other people need to know about your child's special needs? Write down any special communication needs, current medications, and information on how to make your child comfortable if ambulatory devices need to be left behind. Consider purchasing a Medic Alert bracelet (www.medicalert.org) or a similar product so that medical information is kept close to your child's body at all times.

Plan to complete an identification card that can be placed inside a luggage tag and attached to a wheelchair, or backpack that will be with your child at all times. Place an ID tag on your child's car seat that includes medical information. Be sure to safely store medical information forms and copies of other important personal and financial documents in your disaster preparedness kit.

Find out what emergency preparedness programs are available in your community. Some communities have implemented a program called 9-1-1 Computer Aided Dispatch. It can identify locations where people with special needs are living. Registering for the program is voluntary and the information collected also helps first responders if a 911 emergency call brings them to your home.



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Insider TIP:

The American Red Cross is a good source for information. Visit their website at www.redcross.org.

Other websites give tips on what to consider when creating a disaster plan and emergency preparedness kit for your family. You can find more information at:

- **Prepare Now** at www.preparenow.org
- **Family Readiness Kit** at https://www.aap.org/en-s/Documents/disasters_family_readiness_kit.pdf

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Quick Evacuation Preparedness Checklist

- ✓ Our family has planned and regularly practices an escape route from our home. We are using a buddy system with the siblings of my child with special needs.
- ✓ We have established a family meeting place outside our home that all family members know where to go.
- ✓ We have taught our children what rescue personnel wear (equipment and mask) so they do not become frightened and hide in an emergency or disaster.
- ✓ My children have been taught how to stop, drop, and roll in case of fire.
- ✓ We have a board or blanket to drag our child with special needs to safety if necessary.
- ✓ We have established an emergency phone number of a friend or relative all family members can contact outside our local area or state.
- ✓ We have completed the medical profiles of each family member.
- ✓ We have a list of our medical equipment model and serial numbers.
- ✓ We have talked to our healthcare provider about prescription medication for emergency needs.
- ✓ We have notified the fire department closest to our home that there is a child with special needs at our address. We have also advised them if there is an oxygen tank in use, any special equipment such as a ventilator, and whether our child is mobile or not.
- ✓ We have contacted utility companies for priority status during outages.
- ✓ We have identified shelters that accommodate children with special needs.
- ✓ We have identified where our emergency shut off valves for water, gas, and electricity are located.



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Emergency Evacuation Kit for Children with Special Needs

Recommended items to include in your kit

Indicate date each item is added to keep kit current.

Items are specific to a special need. Not all areas will apply to all families

MOBILITY	✓	DATE
Heavy gloves to protect hands		DATE
Extra battery for power chair		DATE
Wheel patch kit and tire pump for flat tires on wheelchair		DATE
Spare cane or walker		DATE
Lighting device, flashlight		
HEARING LOSS	✓	DATE
Pen and paper pad to communicate with rescue personnel		DATE
Preprinted card saying "I use American Sign Language (ASL)" or "Please use pen and paper to communicate with me" or "I can read lips"		DATE
Extra hearing aid batteries		DATE
VISUAL LOSS	✓	DATE
Heavy gloves to protect hands		DATE
All emergency supplies marked with large print or braille		DATE
Extra cane		DATE
SPEAKING DIFFICULTY	✓	DATE
Pen and paper pad to communicate with rescue personnel		DATE
Preprinted card stating "I cannot speak"		DATE
Handheld whistle to alert emergency personnel		DATE
MEDICATION	✓	DATE
A three day supply of current medications (update regularly)		DATE
Current medical information including names of each medication and dosage		DATE
Cooling supplies to keep medicines cold if needed		DATE
Extra medicine dispensers (i.e. droppers, pill splitters, syringes)		DATE
Bottled water to take oral medications		DATE
Updated snacks to take medications that require food intake		DATE
Instruction on administering medications for emergency personnel		DATE
Extra copies of prescriptions		DATE



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Family Emergency and Disaster Preparedness Kit

Recommended items to include in your kit				✓	DATE
Large backpack		DATE	Work gloves, rope, tarp, utility knife		DATE
Health profile of all family members		DATE	Fire smothering blanket		DATE
Updated medication list		DATE	Emergency whistle		DATE
Copy of medical insurance card		DATE	Face mask for each family member		DATE
Copy of important paperwork such as driver's license, or other ID, bank information, immunization records, social security numbers, other important documents		DATE	Flashlights with extra batteries		DATE
List of model, make and serial numbers of medical equipment		DATE	Battery powered radio with extra batteries		DATE
Spare keys		DATE	Can opener (manual)		DATE
Cash, checks		DATE	Plastic bags		DATE
Wrench or pliers for utility shut off valves		DATE	Antibacterial waterless soap		DATE
Pen, pencil, paper		DATE	Non-perishable food (3-day supply for each family member; current, not expired)		DATE
Cell phone charger		DATE	Bottled drinking water (3-day supply, 1 gallon per family member)		DATE
Prepaid calling card		DATE	Baby items if applicable (diapers, formula, water)		DATE
Extra batteries for medical devices and equipment		DATE	Pet items (water and food) if applicable		DATE

First Aid Kit

Recommended items to include in your kit				✓	DATE
Antibiotic ointment		DATE	CPR one way valve face shield		DATE
Acetaminophen		DATE	Emergency blanket		DATE
Hand sanitizer		DATE	Adhesive bandages (all sizes)		DATE
5" x 9" trauma pads		DATE	Thermometers, disposable		DATE
4" x 4" gauze pads		DATE	Tweezers		DATE
3" conforming gauze roll		DATE	Scissors		DATE
First aid tape		DATE	Latex free gloves		DATE
Instant cold compress		DATE	American Red Cross Emergency First Aid Guide		DATE