Emergency & Pandemic Preparedness Toolkit

Stay informed. Make a plan. Be prepared.
An emergency or pandemic can be especially challenging for families of children with special healthcare needs. When it comes to emergency preparedness it's important for families of children with disabilities to plan for natural disasters, especially living in California where fires and earthquakes commonly occur.

Additionally, children with special healthcare needs are more likely to experience ongoing disruptions in healthcare, education, and other everyday necessities during a pandemic. This toolkit will allow you to think through all the individual needs of your family, specifically those that are unique to children with disabilities. Templates are provided to create your own emergency/pandemic preparedness plan to keep your family safe and healthy in a crisis.

### Table of Contents:

#### Emergency Preparedness

- Stay Informed.............................................................................................................................................................................1
- Make a Plan................................................................................................................................................................................2
- Have an Emergency Preparedness Kit Ready.........................................................................................................................3
- Emergency Preparedness Basic Checklist..........................................................................................................................4
- Supplies to Consider Based on Disability Type..................................................................................................................5
- Emergency Preparedness Plan Outline.................................................................................................................................6
- Emergency Preparedness Checklist for Children with Special Healthcare Needs..............................................................7
- Emergency Preparedness Checklist for Additional Family Members..................................................................................8
- Emergency Contacts............................................................................................................................................................9
- Medical Contacts/Info..........................................................................................................................................................10,11

#### Pandemic Preparedness

- Preparing for a Pandemic & During a Pandemic.....................................................................................................................12
- Outbreak Plan............................................................................................................................................................................13
- Essential Resources: Food Banks & Financial Resources................................................................................................14
- Local Health Clinics, Testing sites, Vaccine sites..................................................................................................................15
- Tips to Promote Well-being, After a Pandemic.....................................................................................................................16
- Resources & References......................................................................................................................................................17
Emergency Preparedness

Families of children with disabilities may have additional obstacles during an emergency situation, making it especially important to plan ahead for emergencies.

Stay Informed.

Register for Alerts:
- Know what disasters can affect the area you live in and what added risks there may be depending on your location
- Register for:
  - Santa Monica Alerts (SMAAlerts)
    - https://member.everbridge.net/431700047822887/login
  - City of Los Angeles Alerts
    - https://member.everbridge.net/453003085619167/new
  - Alert LA County
  - Earthquake Warning California
    - https://earthquake.ca.gov/get-alerts/
- Download the FEMA app to receive weather alerts

Assess how the emergency will affect the following:

Will there be...
- Water
- Electricity
- Internet
- Cell service
- Air conditioning
- Refrigeration
- Pharmacy access
- Family/friend support
- Ability to leave home
- Ability to return home
- Healthcare access
- Transportation

For Individuals with Disabilities:
- Contact your local emergency management office to determine if your city or county has a registry of individuals with disabilities to receive targeted assistance during a disaster
  - Santa Monica Office of Emergency Management
    - https://www.smgov.net/departments/oem/
- Consider getting your benefits electronically if you depend on Social Security or other regular benefits:
  - Direct deposit to a checking or savings account. If you get federal benefits you can sign up by calling 800-333-1795 or sign up online.
  - The Direct Express® prepaid debit card is designed as a safe and easy alternative to paper checks. Call toll-free at 877-212-9991 or sign up online
Emergency Preparedness

Emergency situations are extremely stressful. Having a plan cannot only minimize stress but can keep your family safe and potentially save lives.

Make a Plan.

PRIOR TO AN EMERGENCY, YOU SHOULD...

...KNOW THE FOLLOWING:

- How you will receive emergency alerts, warnings, and updates
- Who to call and where to evacuate to
- Your shelter plan
- Your evacuation route
- How your family will find each other if they get split up
- Your family/household communication plan

...COMPLETE THE FOLLOWING:

- Have an updated emergency kit
- Create a network of support to help you
- Have a code word for your child and a family/friend to use (child will know the code word means the individual is safe to leave with in an emergency)
- Teach each family member, especially your children, important contacts, including names, phone numbers, and addresses
- If your child cannot memorize important contacts, make sure they have a physical or electronic copy handy at all times
- Practice your emergency plan (pg. 5) with your children to make sure they know what to do
- Make sure family members and network of support know where the emergency kit is stored

CONSIDER THE FOLLOWING FOR INDIVIDUALS WITH DISABILITIES:

- Create a care plan (pg. 7) for your child with special needs
- Have a medical alert tag or bracelet for your family members with disabilities
- If you have animals that are not service animals, locate shelters that allow non-service animals
- Create a list of nearby medical facilities, local hospitals, and nearest transportation and store in your emergency kit
HAVE AN EMERGENCY KIT READY

Have a bag ready to grab and go in an emergency.

**BASIC SUPPLIES:**

- Water and non-perishable foods
- Extra cell phone battery/charger
- Battery-powered or hand crank radio that can receive NOAA Weather Radio alerts
- Extra batteries for radio
- Flashlight (extra batteries for flashlight)
- First-Aid kit
- Whistle to signal for help
- Important documents (birth certificate, passports, bank account records)
- Paper and pencil
- Books, games, puzzles, and other activities for children
- Dust masks to help filter contaminated air
- Plastic sheeting and duct tape to shelter in place
- Personal sanitation/hygiene
- Non-sparking wrench or pliers to turn off utilities
- Can opener (if kit contains canned food)
- Local maps
- Sleeping bags/warm blankets
- Complete change of clothing
- Fire extinguisher
- Cash
- Infant formula and diapers

**SUPPLIES TO CONSIDER FOR INDIVIDUALS WITH DISABILITIES:**

- A current copy of your child’s Care Plan (pg. 7)
- Comfort toys
- Pet food, water and supplies for your service animal
- Copies of Important documents (insurance policies, IEPs, etc.)
- Emergency reference material (first aid book)
- A list of the style and serial number of medical devices (include instructions for operating equipment)
- A backup supply of oxygen if needed
- Additional power supplies (batteries)
- Several day supply of prescription medicine
# Emergency Preparedness Checklist

## Basic Supplies

- [ ] Water
- [ ] Non-perishable foods
- [ ] Cell-phone charger, extra batteries
- [ ] Battery-powered or hand crank radio
- [ ] Flashlight
- [ ] First-Aid Kit
- [ ] Cash
- [ ] Feminine supplies, personal hygiene items
- [ ] Hand sanitizer
- [ ] Garbage bags
- [ ] Plastic ties
- [ ] Whistle
- [ ] Face Masks
- [ ] Copies of Important family documents (insurance policies, passports, etc.)
Emergency Preparedness

Supplies to Consider Based on Disability Type

Speech Disability

- If you use any assistive devices, keep model information and determine how you will replace device if lost/destroyed
- Have back up plan of communication such as laminated cards with phrases and/or pictograms
- Carry printed cards or store information on your devices to inform first responders and others how to communicate with you

Sensory Disability

- Ensure handheld electronic devices are charged
- Have spare chargers
- Consider having a small pop-up tent to decrease visual stimulation
- Have noise-cancelling headphones or earplugs to reduce auditory stimulation
- Have items that soothe you/your child such as snacks, stuffed animals, etc.

Blind/Low Vision

- Mark emergency supplies with Braille labels
- Have an audible list of emergency supplies and contacts on a USB or an audio file
- Keep additional communication supplies in your kit

Deaf/Hard of Hearing

- Hearing-aid batteries
- Pen & paper to communicate in an emergency
- Battery operated lantern to be able to communicate if the electricity is out
- Carry printed cards or store information on your devices to inform first responders and others how to communicate with you

Mobility Disability

- Have a lightweight manual chair available if you use a power wheelchair
- Make sure others know how to operate your wheelchair
- Have an extra battery for any battery-operated devices
- Have a patch kit or can of sealant if device is not puncture proof
- Have a portable air pump
- Have an additional device to assist with mobility such as a walker or cane
- Communicate with neighbors to determine who can/will assist you in evacuating
Emergency Preparedness Plan

OUTLINE:

EVACUATION LOCATION #1:

EVACUATION LOCATION #2:
# Emergency Care Plan

## For Children with Special Healthcare Needs

<table>
<thead>
<tr>
<th>Name:</th>
<th>Medications:</th>
<th>Care Plan:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Medical Devices:</th>
<th>Other:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name:</th>
<th>Medications:</th>
<th>Care Plan:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Medical Devices:</th>
<th>Other:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Name:</td>
<td>Name:</td>
</tr>
<tr>
<td>--------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>NAME: ____________________</td>
<td>NAME: ____________________</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>Relationship:</td>
<td>Relationship:</td>
</tr>
<tr>
<td>Phone #:</td>
<td>Phone #:</td>
</tr>
<tr>
<td>Address:</td>
<td>Address:</td>
</tr>
<tr>
<td>NAME: ____________________</td>
<td>NAME: ____________________</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>Relationship:</td>
<td>Relationship:</td>
</tr>
<tr>
<td>Phone #:</td>
<td>Phone #:</td>
</tr>
<tr>
<td>Address:</td>
<td>Address:</td>
</tr>
<tr>
<td>NAME: ____________________</td>
<td>NAME: ____________________</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>Relationship:</td>
<td>Relationship:</td>
</tr>
<tr>
<td>Phone #:</td>
<td>Phone #:</td>
</tr>
<tr>
<td>Address:</td>
<td>Address:</td>
</tr>
<tr>
<td>NAME: ____________________</td>
<td>NAME: ____________________</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>Relationship:</td>
<td>Relationship:</td>
</tr>
<tr>
<td>Phone #:</td>
<td>Phone #:</td>
</tr>
<tr>
<td>Address:</td>
<td>Address:</td>
</tr>
<tr>
<td><strong>PHYSICIAN:</strong></td>
<td><strong>PHYSICIAN:</strong></td>
</tr>
<tr>
<td>---------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Specialty:</td>
<td>Specialty:</td>
</tr>
<tr>
<td>Phone #:</td>
<td>Phone #:</td>
</tr>
<tr>
<td>Address:</td>
<td>Address:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>MEDICAL INSURANCE</strong></th>
<th><strong>OTHER:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone #:</td>
<td>Phone #:</td>
</tr>
<tr>
<td>Email:</td>
<td>Email:</td>
</tr>
<tr>
<td>Policy #:</td>
<td>Address:</td>
</tr>
<tr>
<td>Other:</td>
<td>Other:</td>
</tr>
</tbody>
</table>
Preparing for a pandemic.

BECOME INFORMED
To prepare for a pandemic, it’s important to understand what a pandemic is and how disease is spread. A pandemic is an outbreak of a disease that spreads across the globe. Pandemics are hard to predict, can start anywhere, and spread very quickly. Diseases can be spread directly from person to person, from germs on objects, and from people who don’t look sick.

HAVE A PLAN
- Develop a plan in anticipation of schools, workplaces, and community centers closing
- Update your emergency kit and add appropriate supplies
- Have an “outbreak plan” (pg. 13) if a family member becomes infected
- Speak with your healthcare provider to ensure you have access to Telehealth services

REDUCING RISK
- Wash hands frequently
- Avoid touching face
- Sanitize and disinfect "high-touch" objects
- Avoid 3 C’s: closed spaces, crowded spaces, close-contact
- Wear face masks in public (2 years & above)
- Stay home if possible
- Screen for disease
- Get vaccinated once available
- Follow guidance from your healthcare provider, local public health office, and CDC

TIPS FOR CHILDREN WITH DISABILITIES
- Use Telehealth services
- For visually/hearing impaired children visit healthychildren.org to find tools to help with virtual visits
- Use home-based lab draws and diagnostic imaging tests
- For in-person appointments, wait in your car instead of the waiting room
- Pick up school meals in batches or have them delivered to your home if child is in remote classes

QUESTIONS FOR YOUR CHILD’S PHYSICIAN
1. Is it safe for my child to return to in-person school?
2. What accommodations or safety precautions should my child’s school be taking?
3. If child is immuno-compromised: does my child need (1) higher grade PPE, (2) frequent screening (e.g. COVID testing), (3) testing of close contacts?
4. If child is hearing/speech impaired: does my child need a transparent face mask/face shield?
OUTBREAK PLAN

When creating your outbreak plan, consider who will need to be notified (physicians, work, school, etc.), where nearby hospitals are, how you will be accessing food, and who will be able to watch your children if needed.
Pandemic Preparedness

During a pandemic.

ESSENTIAL RESOURCES

FOOD BANKS IN SANTA MONICA

Westside Food Bank
1710 22nd St.
Santa Monica, CA 90404
(310) 828-6016
https://www.wsfb.org/

Food Distribution Center - WSFB - Ocean Park Community Center
503 Olympic Blvd.
Santa Monica, CA 90401
(310) 450-4050

Food Distribution Center - WSFB/Step Up On Second
1328 2nd St.
Santa Monica, CA 90401
(310) 394-6889

Food Distribution Center - Saint Joseph Center
204 Hampton Dr.
Venice, CA 90291
(310) 396-6468

FINANCIAL TIPS

- Begin an emergency savings account
- Contact your insurance ASAP after a disaster
- Review insurance policies to make sure you are covered for natural disasters
- Renew your insurance annually
- Take photos of your property to potentially rebuild
- For more info visit: https://www.ready.gov/financial-preparedness

FINANCIAL RESOURCES

- CalWORKS (TANF): a welfare program that gives cash aid and services to eligible needy California families. https://www.benefits.gov/benefit/1229
- City of Los Angeles Public Assistance: https://lacounty.gov/residents/social-services/public-assistance/
- CalFresh: https://www.getcalfresh.org/
Pandemic Preparedness

LOCAL HEALTH CLINICS

Venice Family Clinic at Santa Monica High School
601 Pico Blvd
Santa Monica, CA - 90405
(310) 392-8636

Venice Family Clinic At OPCC
Annenberg Access Center
503 Olympic Blvd
Santa Monica, CA - 90401
(310) 392-8636

Venice Family Clinic - Simms Mann Health And Wellness Center
2509 Pico Blvd.
Santa Monica, CA - 90405
(310) 392-8636

Westside Family Health Center
1711 Ocean Park Blvd.
Santa Monica, CA - 90405

Venice Family Clinic - Daybreak Day Center
1614 Ocean Ave.
Santa Monica, CA - 90401
(310) 392-8636

Venice Family Clinic - Opcc Safe Haven & Daybreak Shelters
1751 Cloverfield Blvd.
Santa Monica, CA - 90404

Visit: https://dhs.lacounty.gov/ for other locations

Finding a COVID testing site:
https://covid19.lacounty.gov/testing/
- Enter your location
- Find a free testing site near you
- Book an appointment to avoid long wait times

Finding a COVID vaccine site:
https://www.vaccines.gov/
Select “Find COVID-19 Vaccines”
Enter Zip Code and select “search for vaccines”
Select a site
Select “book an appointment”
Families of children with disabilities experience increased levels of stress in comparison to other families. A pandemic only creates additional stressors, making it especially important for parents of children with disabilities to take care of their overall well-being.

**TIPS TO PROMOTE WELL-BEING:**

- Recognize when you need a break
- Take care of your physical health since it affects your mental health
  - Engage in physical activity regularly
  - Meditate
  - Avoid unhealthy foods (high fat, high sugar, little nutritional value)
  - Increase your fruit and vegetable intake
- Participate in an activity/hobby you enjoy
- Connect with loved ones virtually through video chat, social media, texting, or calling
- Encourage family members to come up with creative activities to do to stay active and healthy
- Try to spend time outside in nature
- Monitor your child’s emotional health
  - Talk to them about whatever concerns or feelings they may have
- Consider cognitive-behavioral therapy (virtual) for yourself or your child
- Talk to your child’s pediatrician about any mental health concerns you may have about your child
- If you are experiencing mental health challenges of your own, talk to your healthcare provider

**SAMHSA’s National Helpline** (free, 24/7)
https://www.samhsa.gov/find-help/national-helpline
1-800-662-HELP (4357)

**Open Counseling** (free/low-cost therapy)
https://www.opencounseling.com/california/

**After a pandemic.**

- Continue to take the following precautions:
  - Stay home when sick
  - Follow guidance of healthcare provider and CDC
  - Cover coughs and sneezes
  - Wash hands frequently
  - Wear face mask in public spaces if sick
  - Follow local public health guidance
- Make any updates to your emergency plan and restock your emergency kit
This toolkit was developed from the following resources. Visit the following websites for additional information.

**Ready.gov/FEMA:**
ready.gov/plan and ready.gov/disability

**Santa Monica Alerts (SMAAlerts):**
https://member.everbridge.net/431700047822887/login

**Santa Monica Office of Emergency Management:**
https://www.smgov.net/departments/oem/
https://www.smgov.net/Departments/CMO/content.aspx?id=53687099127

**American Academy of Pediatrics: Healthy Children**

**American Academy of Pediatrics:**

This project is supported and funded by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) under award UA6MC32492, the Life Course Intervention Research Network. The information, content and/or conclusions are those of the author and should not be construed as the official position or policy of, nor should any endorsements be inferred by HRSA, HHS or the U.S. Government. The research team led by Dr. Priyanka Fernandes, Dr. Denise Nunez and Elizabeth Lupercio were instructive in creating this resource for public use.