

Personal Emergency PLAN

Sacramento County
Office of Emergency Services

SacramentoReady.org



Emergency Plan for:

Review Annually on:

LET'S GET STARTED



Personal Emergency PLAN

PERSONAL INFORMATION

Make it easy for first responders and shelter workers to understand important information in case you are unable to communicate for yourself. Put the relevant information on the following pages as this detail can help first responders and staff at an evacuation center or shelter understand critical information about your current condition [1].

Name:

Health Insurance Company:

Health Insurance Policy/Group Number:

Health/Medical Information

My Medications:

- Inhaler
- Epi Pen
- Eye Glasses/Contacts
- Hearing Aids

My Doctor:

My Caregiver

Allergies:

Other Information About Me:

Requirements

Diet:

Equipment:

Other:

[1] This document may contain privileged and confidential information that is protected by federal and state privacy laws. It is intended only for you in an emergency by a trusted friend, neighbor, family member or disaster response person. You are hereby notified that any review, dissemination, distribution or duplication of this communication is strictly prohibited. If you are not the intended recipient, please return this document to the owner.



Personal Emergency PLAN

CONTACT INFORMATION

Your safety depends on being able to receive information and warnings about imminent threats. It is also critical to have emergency contact details easily accessible. Take a moment to identify how you will stay informed during a disaster and who you can call for assistance.

Stay Informed

Sign up for Sacramento-Alert at

<https://sacramentoready.saccounty.gov/Pages/Emergency-Alerts-Notification-System.aspx>

Identify local radio and TV stations to tune into in an emergency:

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Identify which websites will keep you informed (www.SacramentoReady.org):

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Requirements

Family/Friend (out of State):

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Family/Friend:

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Family/Friend:

.....

Neighbor:

.....

Neighbor:

.....

Caregiver:

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Other:

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Community Resources

Call 9-1-1 for Emergencies; 2-1-1 or 3-1-1

Other Community agencies (power, water, garbage etc.):

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Personal Emergency PLAN

GO BAG

In some emergencies, the safest action may be to evacuate to a place of safety. Put the things you need every day in a Go Bag. Below is a list of items to maybe have in your Go Bag. Include any medical supplies and medicine that you take every day. Keep a copy of your health information and enough supplies to last at least 3 days.

- Personal Emergency Plan
- Water – at least six 8oz. servings
- Food for at least three days
- Sturdy shoes, clothes and hat
- Emergency Blanket
- Emergency poncho
- N95 Mask
- Flashlight
- Battery operated radio (with extra batteries)
- Important personal documents (see list at end of plan)
- Extra prescription eye glasses, contacts, hearing aids or other vital items
- Medical consent forms for minors or for those with access and functional needs in your care
- Prescription medications
- First Aid supplies
- Personal Hygiene items
- Emergency cash
- Garbage Bags
- Keys to vehicle or residence

Go-Bag for Pets/Service Animals

- Sturdy leashes and carriers
- Food, water, and medicine if needed
- Water bowl, can opener, and lid
- Plastic bags, litter and litter box
- Recent Photo of each pet
- Names and phone numbers of your veterinarian
- Copy of your pet's vaccination history
- Other special items for your pet



Personal Emergency PLAN

PERSONAL DOCUMENTS CHECKLIST

Collecting, copying, and safeguarding important information now could help you respond and recover faster after a disaster. Use this checklist now to choose which documents are most important to you and those you live with. Then gather them together to keep with your Go Bag so you will never leave them behind.

Identification & Vital Records

- Driver's license, passport, or military ID
- Birth certificates & social security cards
- Green card, naturalization paperwork, immigration papers
- Adoption or child custody papers
- Marriage or divorce certificates
- Pet ownership papers & proof of vaccinations (to enter shelters)

Financial & Legal Papers

- Housing records - property leases, rental agreements, mortgages, deeds
- Vehicle records - title, registration, VIN, loan papers
- Insurance policies - life, auto, homeowners, renters, flood
- Account numbers - banks, debit cards, retirement
- Important bills - credit, utility, loans, alimony, child support
- Proof of income - pay stubs, tax records, govt. benefits, alimony, child support
- Wills, power of attorney

Medical Information

- Health insurance cards & health history
- Prescriptions list
- Medical devices list for communications & mobility, with model numbers
- Names & numbers of health care providers and pharmacies
- Medical power of attorney
- Details on your wishes for medical care, such as living will

Tips

Keep your documents in some kind of holder, to protect them inside of your Go Bag. Keep backup photos on your phone. Save usernames and passwords for online accounts. Keep a list of important contacts in case you cannot access your phone. Photos of family members can help you find each other in case you get separated. Add a map of you area in case GPS devices don't work.



Personal Emergency PLAN

SHELTER IN PLACE

Your Home Kit. Sometimes, the best action is to stay put. This is called sheltering in place. Have enough supplies to last at least seven days on your own without assistance. Call the people on your emergency plan form to let them you where you are and that you are sheltering in place if asked to do so. Your shelter in place kit should include the following:

- Water: one gallon of water per person per day for at least 7 days
- Food: at least a 7 day supply of non-perishable food; if you live in a rural or isolated area a 2 week supply is best
- Battery powered (with extra batteries) or hand crank NOAA Weather Radio
- Flashlight and extra batteries
- First aid kit
- Moist towelettes, garbage bags, and zip ties for personal sanitation
- Manual can opener
- Clothes and blankets
- Food and water for your pets/service animals
- Other important items (spare eye glasses and medications)

Location of shelter in place kit:

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Keep your kit where it is accessible and safe! Remember to keep it where you can get it after a disaster.

For more information on things to put into your emergency kit visit <https://sacramentoready.saccounty.gov/Prepare/Pages/Emergency-Kit.aspx>



Personal Emergency PLAN

EVACUATION

Some circumstances require evacuations for your safety. Your evacuation plan should cover the following: Where will you go? How will you get there? Who will move you if necessary? What will you take (Go Bag)? Have at least two locations planned for meeting up with or reuniting with family or friends.

Know your Zone!

Sacramento has a countywide evacuation plan with all of the cities included. Refer to the document at the following to find out your evacuation zone and document your zone here.

<https://sacramentoready.saccounty.gov/Prepare/Pages/EvacuationZoneMaps.aspx>

Evacuation Zone:

Where will you go?

During an evacuation there will be evacuation shelters opened, but ideally your first choice should be to go to a family or friends place. List the places below in order of preference. Make sure they know you are relying on them in the event of an emergency before the disaster happens!

| Name | Address | Phone Number |
|-------|---------|--------------|
| | | |
| | | |

How will you get there?

What route will you take? Know the best route in your evacuation zone to get from where you are to your first, second and third choice of evacuation locations.

Be aware that in a disaster your normal or preferred route may be closed and plan accordingly. As an example, if you are threatened by flood, avoid roads along river or those that are known to be inundated with water. Have an alternate route or listed to your local public safety agencies for instructions.

Who will get you there?

If you are able and can transport yourself, check with neighbors about their planning needs and assess if anyone will need your help. If you cannot drive yourself, ask your neighbors or other emergency contacts for help. Have multiple methods of transportation ready as the disaster may make it difficult to come and get you. Make sure they can accommodate your needs such as pets or assisted living devices. If all else fails, call 9-1-1. Remember, first responders may be overwhelmed by the disaster and may not be able to get you for up to 72 hours. Use them only as a last resort.



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EVACUATION ZONES

Note where you and your family members live, work and go to school. Sacramento County Office of Emergency Services, incorporated cities, and other partners worked together to develop improved evacuation maps and messaging for Sacramento County residents.

