**Braille copy:**

My Plan: Access and Functional Needs Preparedness

Everyone must plan ahead and stay informed in order to protect themselves and their families when disaster strikes. This Montgomery County, MD workbook is designed to help individuals with access and functional needs start planning and preparing for emergencies, but planning should not be done alone. We encourage family, friends, personal attendants, and other members of their support network to be involved in the planning discussion and to help assemble an emergency kit. Post the plan where everyone will see it, keep a copy with you and make sure everyone involved in your plan has a copy.

Get Ready in 6 Steps:

1. Stay Informed
2. Identify your Support Network
3. Develop a Plan
4. Make a To Go Kit
5. Gather Supplies to Shelter in Place
6. Prepare for Special Considerations

Step 1: Stay Informed

There are different warning systems which can alert you to emergency notices and give you instructions of what to do during various hazards:

Alert Montgomery: Sign up to receive alerts at Alert.MontgomeryCountyMD.gov

Twitter: @MontgomeryCoMD or @readymontgomery

Facebook: Montgomery County, MD Office of Emergency Management & Homeland Security

TV: Channels 4, 5, 7, 8, 9, County Cable Montgomery, Rockville 11, Takoma Park City TV, MCPS-TV

Radio: FM 103.5, FM 99.1, FM 88.5, AM 630 / FM 105.9

Spanish Radio: AM 1540 and AM 1600

311 is Montgomery County’s phone number for non-emergency government information and services. Relay Calls: 240-777-0311 TTY: 301-251-4850

Maryland Relay: 711

**Police -** 911 (emergency) and 301-279-8000 (non-emergency) are both equipped with TTY/TDD interface.

Fire and Ambulance: 911 (emergency)

**Report Crime Tips:** 800-492-TIPS (8477). TTY users should use Maryland Relay (711)

**Poison Control:**  800-222-1222

Utilities:

**PEPCO**

202-833-7500

202-872-2369 (TTY-TDD Hearing

Impaired)

Servicio en Espanol: 202-872-4641

**BG&E**

800-685-0123

800-735-2258 (TTY-TDD Hearing

Impaired)

**First Energy**

888-544-4877

TDD service is also available

**WSSC**

301-206-4002

301-206-8345 (TTY-TDD Hearing

Impaired)

**Washington Gas**

703-750-1400

800-735-2258 (TTY-TDD Hearing

Impaired)

Step 2: Identify your support network

Going through an emergency alone is difficult. Ask at least two people to be your emergency support network—family members, friends, neighbors, caregivers, coworkers, or community/faith based group members. Ask your emergency support network to:

1. Stay in contact with you during an emergency
2. Keep a spare set of your keys
3. Know where to find your emergency supply kit
4. Know how to operate any special medical or mobility equipment you may have
5. Help you evacuate or shelter in place during an emergency

Write down 2 individuals for your support network contacts. Include name, relationship, 2 phone numbers, address and email.

Know where you will meet family, friends, or caregivers after an emergency. Pick two places to meet: one right near your home and another outside your neighborhood, such as a library, community center, or place of worship.

Step 3: Develop a Plan

Have a plan that you and your support network can keep in an easily accessible location.

Include in your plan the following important health and life-saving information:

Allergies, Special medical conditions, medications and daily doses, eyeglass prescription, and blood type

If you have communication or medical devices include: the type of device, style, serial number, Repair phone number, and prescribing doctor.

Include in your plan phone numbers and names for: Your Primary and Specialist Doctors, your preferred hospital and pharmacy, your insurance provider and individual and group numbers, the name of your service animal and the veterinarian.

**Learn about Montgomery County’s response plans,** evacuation plans (including the identification of accessible forms of transportation) and designated accessible shelters by calling 311 (TTY: 301-251-4850) during an emergency.

**Transportation and evacuation:** In some cases, you may need to evacuate during an emergency. Both public and private transportation may be disrupted during an emergency. You should have contingency plans in place before an emergency, in case your regular mode of transportation is disrupted. In case of an emergency, make a list of the best alternative transportation options for you. Evacuate immediately if your life is in danger, you smell gas, or see smoke or fire. Call 911 if you are stranded and need emergency assistance to evacuate your home.

File of Life Magnet: These magnets will save emergency medical personnel time and allow them to quickly access important information. Contact the County’s Aging and Disability Resource Unit for a free File of Life magnet or call 311 (TTY: 301-251-4850) for more information.

**For people who have to evacuate and have no other places to stay, county emergency shelters may be set up. Shelters will generally provide:**

1. basic meals and water
2. cots for sleeping and sitting
3. running water for personal hygiene
4. first aid and non-emergency health services
5. in-shelter security
6. warming or cooling centers

Functional Support Services will be provided that enable functional and access needs individuals to maintain their independence in general population shelters. This will include the use/provision of durable medical equipment, consumable medical supplies, personal support services and the use of service animals.

Step 4: Make a To Go Kit

Assemble a To Go Kit if you need to evacuate your home for a shelter. Your To Go Kit should be sturdy and easy to carry, like a backpack or a small suitcase on wheels. This kit should be kept near an exit door if you need to evacuate quickly. Some of these supplies will also be part of your Shelter-in-Place Emergency Kit. To Go Kit supplies include:

- Clothes and shoes to fit the weather

 - Cash in small bills

 - Hygiene Items

 - Eyeglass Prescription

 - Communication devices/equipment

 - Favorite personal items

 -Cell phone charger

 - Contact information for your household and members of your support network

 - Medications (as well as a list of what you take, why you take them and their dosages)

 - Supplies for your service animal

 - Important documents in a waterproof container (insurance cards, Medicare/ Medicaid cards, photo IDs such as passport or driver’s license, proof of address, marriage and birth certificates, copies of credit and ATM cards)

If time permits, shut off water, electricity, and gas and secure your home before leaving. Inform your support network of your status and location. Make sure you wear appropriate clothing and bring your To Go Kit with you.

Step 5: Gather supplies to Shelter-in-Place

Gather supplies to Shelter-in-Place for 72 hours (or 3 days) at your home:

- Water (Gallon per person per day)

- Nonperishable food/Manual Can Opener

- Radio and batteries

- Flashlight and batteries

- Back-up medical equipment (e.g., oxygen, medication, scooter battery, hearing aids, mobility aids, glasses, facemasks, gloves, spare cane or walker)

- Aerosol tire repair kits and/or tire inflator to repair flat wheelchair or scooter tires

- Notepad and pen

- First Aid Kit

- Pair of heavy gloves

- Whistle or Bell

-Other Personal Items

Review your “To Go Kit” and “Shelter-in-Place kit” every six months and regular rotate food, water, batteries and medications.

Step 6: Special Considerations

* If you rely on electrical medical equipment, contact your medical supply company for information about back up power. Learn how to connect and start a back-up power supply for essential medical equipment.
* Ask your utility company if you qualify as a life-sustaining equipment customer, and see if you can sign up for priority power restoration.
* If you rely on oxygen, talk to your oxygen supplier about emergency replacements
* If you receive treatments such as dialysis or chemotherapy, know your provider’s emergency plan.
* Arrange for personal care assistance if in-home care support is unavailable during an event.
* Make a habit of learning exits whenever you are in a new location (e.g., shopping mall, restaurant, movie theater) and gage if there are alternative exits which are available.
* Items for Owners of Service Animals to bring to shelters:

-food, medicine, and favorite toy for your service animal

-plastic bags, disposable gloves, and other items for animal’s care

-cage/carrier labeled with contact information

-identification tags

-veterinary records and proof of ownership

-leash, collar, harness, muzzles

-stakes and tie-down

-litter, litter pan, litter scoop; Newspaper (for bedding or litter)

-no-spill food and water dishes

When I return home or once the power goes back on:

 -check for gas smell (don’t enter a home if you smell gas)

- avoid contaminated waters – touching and drinking

-check for structural, plumbing and/or electrical damage

-watch for mold growth and throw away old food

-reach out to others for support (especially if you need help getting groceries, medications and medical supplies)

*Alternative formats of this document are available upon request.*

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