



# KNOW PLAN PREPARE



## A PUBLIC HEALTH EMERGENCY PLANNING GUIDE

You and your family can be ready for emergencies. Visit [mass.gov/KnowPlanPrepare](http://mass.gov/KnowPlanPrepare)





## GET READY—INDIVIDUAL AND FAMILY PREPAREDNESS

You can take action by developing a family preparedness plan for weather emergencies, power outages and other events. Whether following advice to stay in your home under a shelter-in-place request or to evacuate your home and neighborhood, be informed, plan ahead, and be prepared.

### Be Informed:

Communicating with family members is essential to make sure everyone is okay. Have a simple plan in place that accounts for limited cell phone service, texting and e-mails. Make sure everyone in your family has a mutual contact out of the region or state so that person can help keep tabs on you and your loved ones.

Sign up for emergency alerts and call 2-1-1 for information about critical health and human services available in your community.

### Plan Ahead:

Think about your family's health needs, vulnerabilities and capabilities when you make your emergency plan. Whether you are sheltering in place or evacuating to a different location, a plan will help keep you and your family safe.

### Be Prepared:

Every home should have a basic emergency preparedness kit that can be used for any emergency. Store your kit in an area that is dry and easy to get to. Review your kit every six months to identify and replace outdated supplies. While some items should be in everyone's kit, it is important to adapt the kit for the needs of you and your family.

## CONSIDERATIONS FOR INDIVIDUALS WITH ACCESS AND FUNCTIONAL NEEDS

Everyone has unique needs and abilities so preparedness plans should be unique too. By thinking about your own situation you can be better prepared for an emergency event. If someone else counts on you to help them with communication, medical care, transportation, supervision or other needs, please take additional steps to protect yourself and them.

## Family Emergency Action Plan

- Develop a contact list for every family member, including work, school, and cell phone numbers.
- Pick an out-of-state friend and another who lives near you as your family's contacts.
- Create an emergency preparedness kit.
- Review your town/city emergency preparedness plan.
- Check with your local public safety officials about local notification systems and how to register.
- Create an evacuation plan and identify a meeting place for your family near your home and another outside your neighborhood.
- Find out how your children's schools will handle emergency situations including where students will be taken if they are evacuated, how the school will notify you, and how you will meet your child.

**Emergency Contacts:** (name, e-mail & mobile information)

Local: \_\_\_\_\_

Out-of-State: \_\_\_\_\_

### Meeting Place:

Near home: \_\_\_\_\_

Outside neighborhood: \_\_\_\_\_

## Family Emergency Contacts List

**Fill out the following information for each family member and update as necessary.**

**Name:** \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

\_\_\_\_\_

**Name:** \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

\_\_\_\_\_

**Name:** \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

\_\_\_\_\_

**Name:** \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

\_\_\_\_\_

**Name:** \_\_\_\_\_

Mobile Phone Number: \_\_\_\_\_

Important Medical Information: \_\_\_\_\_

\_\_\_\_\_

## Record where your family spends most of their time and know the site-specific emergency plans for these areas.

**Work/School Location for:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

**Work/School Location for:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

**School Location for:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

**School Location for:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Evacuation Location: \_\_\_\_\_

## Emergency Preparedness Kit

Every family should prepare an emergency kit. An emergency kit will provide you with the basics in the event you are without water, electricity, or other essential services.

**For more details, visit [mass.gov/mema/ready](http://mass.gov/mema/ready).**

- Bottled water (1 gallon per person/per day for 3 days)
- Canned goods and nonperishable foods
- Manual can opener
- Radio (battery-powered or hand crank), with extra batteries
- Flashlight or lantern, with extra batteries
- First aid kit
- Diapers, wipes, baby food, formula, if needed
- Pet food, supplies, tag, crate, if needed
- Prescription medications and eyeglasses
- Copies of important documents
- Whistle to signal for help
- Sleeping bag or blanket (per person)
- Change of clothes and sturdy shoes (per person)
- Personal hygiene items
- Matches in a waterproof container
- Cash or travelers checks

## ADDITIONAL RESOURCES

### [Massachusetts Department of Public Health](#)

[Mass.gov/KnowPlanPrepare](#)

### [MA Responds](#)

[MAResponds.org](#)

### [Medical Reserve Corps of Massachusetts](#)

[MAMedicalreservecorps.org](#)

### [Massachusetts Emergency Management Agency](#)

[Mass.gov/mema/ready](#)

### [Federal Emergency Management Agency](#)

[Ready.gov](#)

[Listo.gov](#)

### [Mass211](#)

[Mass211.org](#)