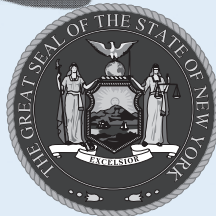


STATEN ISLAND EMERGENCY PREPAREDNESS GUIDE

For People with Disabilities and Their Families



Developed by New York State
Senator Andrew J. Lanza
in Collaboration with the
College of Staten Island



THE CITY UNIVERSITY
OF NEW YORK
**College of
Staten Island**

INTRODUCTION

OVER THE PAST FEW YEARS, sea levels have been rising and severe weather events have become more frequent, impacting the New York metropolitan area. Post-Superstorm Sandy emergency response evaluations highlighted the need for residents to be better prepared for all types of natural disasters, particularly in regard to evacuation procedures and facilities for a number of vulnerable populations. In an effort to address these issues, the College of Staten Island formed a committee, in tandem with various local agencies, to serve our disabled population. The primary goal of our committee has been to collaborate on how we might improve services to our community during emergency situations, with an emphasis on our neighbors with special needs. The College community has also partnered with the New York Rising Community in the statewide Go to High Ground initiative to improve evacuation services for a number of vulnerable populations. This publication is part of the collaboration between the State and the College of Staten Island to greatly enhance inclusive emergency plans for vulnerable populations.

ACKNOWLEDGMENTS

The College of Staten Island/The City University of New York has compiled *Emergency Preparedness for People with Disabilities and Their Families* in partnership with New York State Senator Andrew J. Lanza.

The information contained in this guide is a compilation of material from the State of Louisiana's *The Take and Go Emergency Book* and the Province of Ontario's *Emergency Preparedness Guide for People with Disabilities/Special Needs*. It is our hope that this guide will offer valuable steps in educating members of our community on how to protect vulnerable populations and families before disasters strike, and informs disabled residents of regional post-disaster resources.

Contributors to the guide: Vice President Dr. Michael Kress, Anthony Reinhart, Dr. Caitlin Nichols, Sandra Sanchez and Nora Santiago, Timothy Smolka and the offices of the College Editor, Design Services, and Printing Services



TABLE OF CONTENTS

Emergency Resources (Essential Documents)

Photo Identification and Language	4
Personal Information	5
Medical Information	6
Health and Safety	7–9
Likes and Dislikes	10–11

Go-Bag and Evacuation Essentials

1 Lanyard (Emergency Go Pouch)	12
2 Hearing Disability	13
3 Vision Disability	14
4 Ambulatory Disability	15
5 Non-Visible Disability	16

Service Animal

Service Animal Emergency Checklist	17
--	----

High-Rise Safety

High-rise Safety Checklist	18
----------------------------------	----

Emergency Plan

Your Emergency Plan	19
---------------------------	----

How to Safely Evacuate

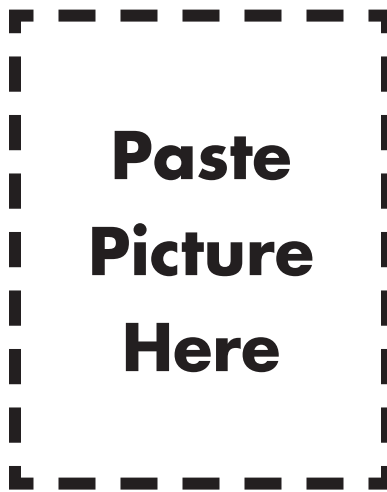
Disaster Sheltering	20
How to Reach New York City Emergency Services/Contacts ...	Back cover



EMERGENCY RESOURCES

For _____

(My Name)



Date picture taken _____

I communicate by:

Speaking (_____)
Language

Using sign language

Using a communication device

Using gestures

My name _____

Date prepared _____



Name _____ Date prepared _____

PERSONAL INFORMATION

Name _____

Address _____

City _____ State _____ Zip _____

Telephone (____) _____ Work phone (____) _____

Cell phone (____) _____ Email _____

Date of birth _____ SS # _____

These are my family members

Telephone numbers

Father _____ (____) _____

Mother _____ (____) _____

Spouse _____ (____) _____

Children _____ (____) _____

Brother(s) _____ (____) _____

Sister(s) _____ (____) _____

Grandparent(s) _____ (____) _____

_____ (____) _____

_____ (____) _____

_____ (____) _____

Caretaker(s) _____ (____) _____

Other family _____ (____) _____

_____ (____) _____

These are the people who are important to me

Telephone numbers

1. _____ (____) _____

2. _____ (____) _____

3. _____ (____) _____

About me _____



Name _____ Date prepared _____

MEDICAL INFORMATION

Blood type _____

Caution for Emergency Medical Technicians _____

My emergency contact person is _____

Contact phone # _____

My insurance is _____

Medicaid/Medicare #s _____

Primary care physician _____

Address _____

City _____ State _____ Zip _____

Telephone (____) _____ Email _____

Hospital _____

Secondary care physician _____

Address _____

City _____ State _____ Zip _____

Telephone (____) _____ Email _____

Hospital _____

I use durable medical equipment _____

Medical equipment brand/where purchased _____

I use life support equipment _____

Life support equipment brand/where purchased _____

I wear glasses/hearing aid _____ They are stored in _____

I have had the following conditions and have had these procedures _____



Name _____ Date prepared _____

HEALTH AND SAFETY

Medical conditions _____

Allergies _____

Medications	Prescription ID #s
-------------	--------------------

_____	_____
_____	_____
_____	_____

Pharmacy address and telephone numbers _____

Eyeglass prescription _____

Contact lens prescription _____

Important things you need to know before you help me _____

This is the type of diet (regular, diabetic, salt restricted) that I am on and how my food is prepared (regular, chopped, pureed) _____

This is how I eat _____



Name _____ Date prepared _____

HEALTH AND SAFETY (Continued)

This is how I drink _____

This is how I take my medication _____

These are the programs that assist me _____

This is my support coordination agency _____

Support coordinator's name _____

Address _____

City _____ State _____ Zip _____

Telephone (____) _____ Email _____

Cell phone (____) _____ Fax (____) _____

This is my provider agency _____

My contact there is _____

Address _____

City _____ State _____ Zip _____

Telephone (____) _____ Email _____

Cell phone (____) _____ Fax (____) _____

This is where I go to school _____

Address _____

City _____ State _____ Zip _____

Contact names and numbers

_____ (____) _____

_____ (____) _____

_____ (____) _____

_____ (____) _____

Name _____ Date prepared _____

HEALTH AND SAFETY (Continued)

I have this plan(s) (circle one) IEP ITP 504
Physical support plan Behavioral support plan Nutritional support plan

This is where I work _____

Supervisor's name _____

Address _____

City _____ State _____ Zip _____

Telephone (____) _____ Email _____

Cell phone (____) _____ Fax (____) _____

Office phone (____) _____ Supervisor's phone (____) _____

This is where I bank _____

Contact numbers _____

My service animal is a _____

The animal's name is _____



Name _____ Date prepared _____

LIKES AND DISLIKES

Things that I like (people, places, things, activities that create excitement, happiness, and engagement) _____

This is how I show I'm happy _____

Things that I do not like (people, places, things, and situations that cause upset, anger, and/or frustration) _____

This is how I show my anger _____

I have a fear of _____

If I'm scared, this is how I react _____

When I am scared, I need you to _____

I communicate best when (gesturing, speaking, behaving a certain way, using a communication device, using sign language) _____



Name _____ Date prepared _____

LIKES AND DISLIKES (Continued)

I understand best when (shown, shown and told how, using hand-over-hand techniques) _____

I need help with _____

What people need to know about me to keep me healthy, safe,
and happy _____



1 Lanyard (Emergency Go Pouch)

Research has confirmed that identification, waterproof packaging, and ease of carrying various essentials were important when aiding in the evacuation of a vulnerable population. The College of Staten Island developed an Emergency Go Pouch that people with disabilities can have on them at all times.



1 LANYARD—A waterproof pouch that is small enough to wear around your neck but big enough for some of the essentials in an emergency while keeping them dry. **2 MEDICAL DIARY**—This is a collapsible business card-sized fill-in document where a person’s emergency contact, doctor, and medicine information can be scribed inside. **3 PENCIL AND NOTEPAD**—In the event that someone is unable to verbally communicate his or her needs, or simply needs to write down any information, a mechanical pencil and notepad are included in the pouch. **4 WHISTLE**—A whistle is a great tool for bringing attention to a person with minimal amount of energy exerted. **5 FLASHLIGHT**—A flashlight is a staple in emergency situations and provides light to individuals who can see.



2 Hearing Disability

A person can be deaf, deafened, or hard of hearing. The distinction between these terms is based on the individual's language and means of communicating rather than the degree of hearing loss. In an emergency, the method in which emergency warnings are issued becomes critical to how a person with hearing loss is able to respond and follow instructions to safety. Items to keep handy inside include:

- Extra batteries for hearing aid
- Notepad, pencil, sharpener
- Basic sign language reference guide
- Weather radio with visual/text display
- Caregiver information
- Contact information
- Any other contingency supplies unique to your special needs



3 Vision Disability

Vision loss can include a broad range of conditions ranging from complete blindness to partial or low vision that cannot be corrected with lenses or surgery. A person's ability to read signs or move through unfamiliar environments during an emergency may be challenged, creating a feeling of being lost and/or being dependent on others for guidance. Items to keep handy inside include:

- Walking stick
- Extra pair of glasses
- Mark disaster supplies with fluorescent tape
- Personal caregiver information, if applicable
- Personal contact information
- All medication labels in Braille
- Battery-operated radio
- Caregiver information
- Contact information
- Any other contingency supplies unique to your special needs



4 Ambulatory Disability

Mobility limitations may make it difficult for a person to use stairs or to move quickly over long distances. These can include reliance on mobility devices such as a wheelchair, scooter, walker, crutches, or a walking cane. In addition, people with a heart condition or various respiratory difficulties can experience certain levels of mobility limitations. Items to keep handy inside include:

- Charger for wheelchair
- Extension grabber
- Small tire pump
- Patch kit or sealant to repair flat tires
- An emergency suitcase that can be placed on the back of the person's wheelchair
- Tool pack for small repairs
- Extra diapers as well as moist towelettes
- Caregiver information
- Contact information
- Any other contingency supplies unique to your special needs



5 Non-Visible Disability

Non-visible disabilities can include communication, cognitive, sensory, mental health, learning, or intellectual disabilities in which an individual's ability to respond to an emergency is restricted. Items to keep handy inside include:

- Walking stick
- Supply of food items appropriate to your disability or dietary restrictions
- List of instructions that you can easily follow in an emergency
- Request a panic pushbutton to be installed in the building in which you work and/or live, so that, in the event of an emergency, you can notify others of your whereabouts and that you need special assistance
- Three days' supply of medications, medical supplies, and special equipment (nebulizer for asthma, nitrolingual spray for heart condition, epinephrine pen against allergic reaction/anaphylactic shock, extra oxygen tank for those who use oxygen supplies
- Caregiver information
- Contact information
- Any other contingency supplies unique to your special needs

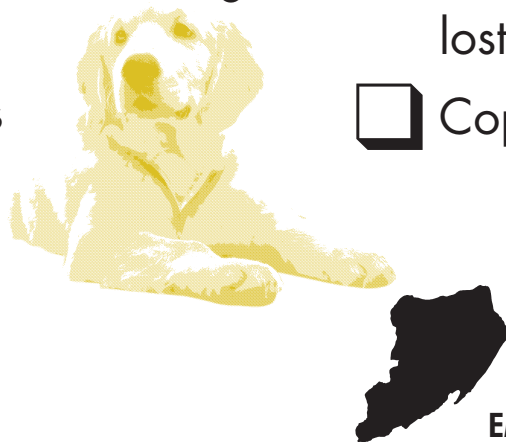


SERVICE ANIMAL

This Service Animal Emergency Kit checklist outlines the basic items that every person with a service animal should have prepared in advance to keep their service animals comfortable during the stress of an emergency situation. It is advisable to keep all items in a transportable bag that is easy to access should evacuating the home become necessary. Also, remember to check the kit twice a year (an easy way to remember is to do it when you check your smoke alarms biannually) to ensure freshness of food, water, and medication, and to restock any supplies you may have “borrowed” from the kit.

SERVICE ANIMAL EMERGENCY CHECKLIST

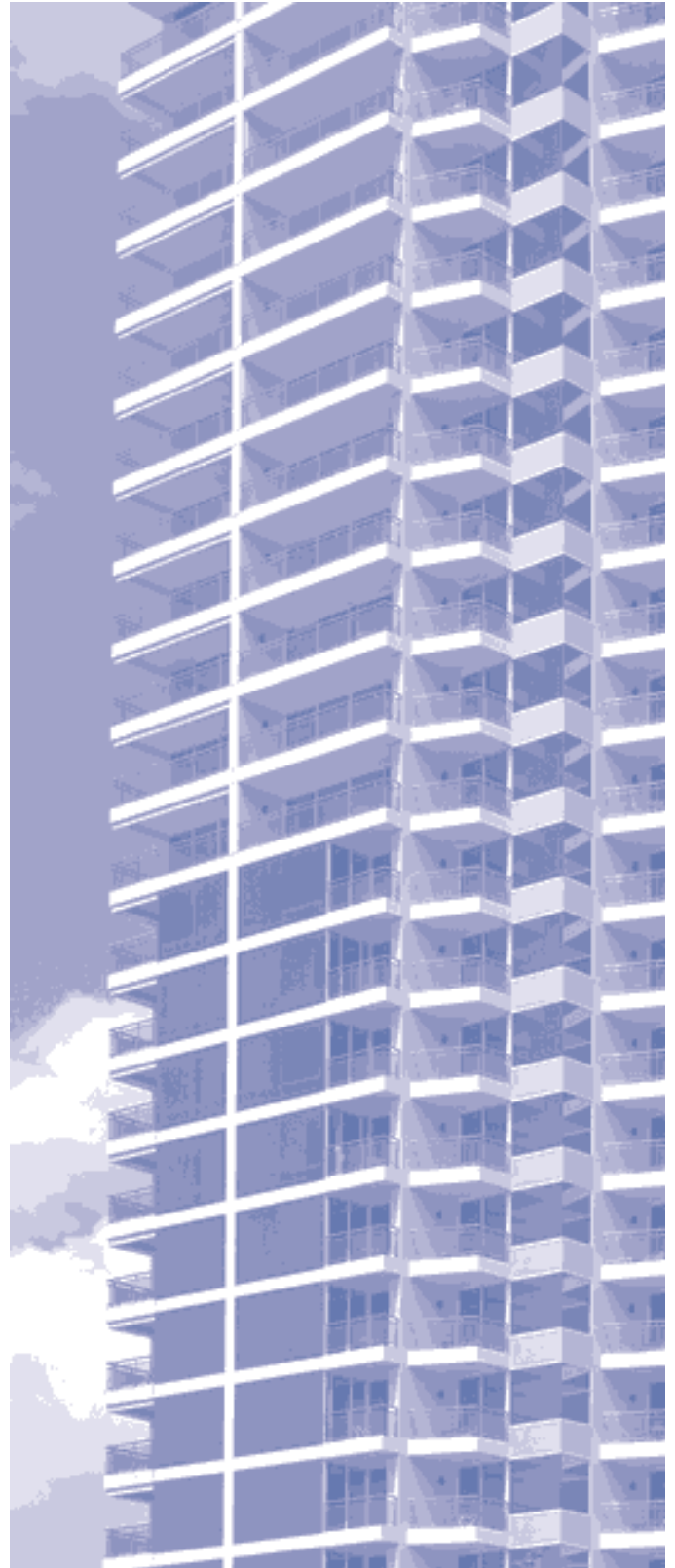
- | | |
|---|--|
| <input type="checkbox"/> Minimum three-day supply of bottled water and pet food | <input type="checkbox"/> Muzzle (if required) |
| <input type="checkbox"/> Potable water and food bowls | <input type="checkbox"/> Blanket and favorite toy |
| <input type="checkbox"/> Paper towels and can opener | <input type="checkbox"/> Pooper scooper and plastic bags to dispose waste |
| <input type="checkbox"/> Medications with a list identifying reason (e.g., medical condition), dosage, frequency, and contact information of prescribing veterinarian | <input type="checkbox"/> Up-to-date ID tag with your phone number and the name/phone number of your veterinarian (microchipping is also recommended) |
| <input type="checkbox"/> Medical records including vaccinations | <input type="checkbox"/> Current photo of your service animal in case he or she gets lost or separated from you |
| <input type="checkbox"/> Leash/harness | <input type="checkbox"/> Copy of license (if required) |



HIGH-RISE SAFETY

High-rise buildings present unique challenges when evacuation is necessary during an emergency. Residents should make themselves aware of:

- Building superintendent's name and phone number
- Who sits on the Building Safety Committee
- Who the floor monitors are
- Who conducts evacuation drills, and how often
- Location of fire extinguishers, automated external defibrillator units, and oxygen tank
- Location of emergency evacuation device(s)
- Any other contingency supplies unique to your special needs



YOUR EMERGENCY PLAN

- Advise your building manager/superintendent of your special needs and/or requirements during an emergency.
- Familiarize yourself with your building's evacuation plan.
- Know where all escape routes and location of emergency doors/exits are on each floor.
- Know the location of emergency buttons in the building and exits that are wheel chair accessible (if applicable).
- Request that an emergency evacuation chair be installed on the floor on which you live or work, preferably close to the stairwell (if applicable).
- If you live in a high-rise building, create a "buddy" system with your neighbors and regularly practice your emergency response plan with them.
- If you rely on any life-sustaining equipment/apparatus, develop an emergency backup plan that will ensure the equipment/apparatus is operable in the event of a power outage.
- Obtain large printed signs from the building manager that you can place in your window in the event of an emergency, indicating that you need assistance.



Disaster Sheltering

- If you are directed to evacuate, make arrangements to stay with friends or family outside of the affected area, whenever possible. For evacuees who have no alternative shelter, the City will open American Red Cross-managed shelters throughout the five boroughs. Disaster shelters may be set up in schools, municipal buildings, and places of worship. The shelters provide basic food and water. If possible, bring clothing, bedding, and bathing supplies. See Tips for Pet Owners, if you have pets, at www.nyc.gov/html/oem/html/get_prepared/preparedness_pets.shtml.
- Alcoholic beverages, firearms, and illegal substances are NOT allowed in disaster shelters.
- Shelter sites change based on the emergency, so stay tuned to the local news, access **NYC.gov**, or call 311 (TTY: 212.504.4115) for the latest information.

Staten Island Evacuation Zones and Evacuation Centers

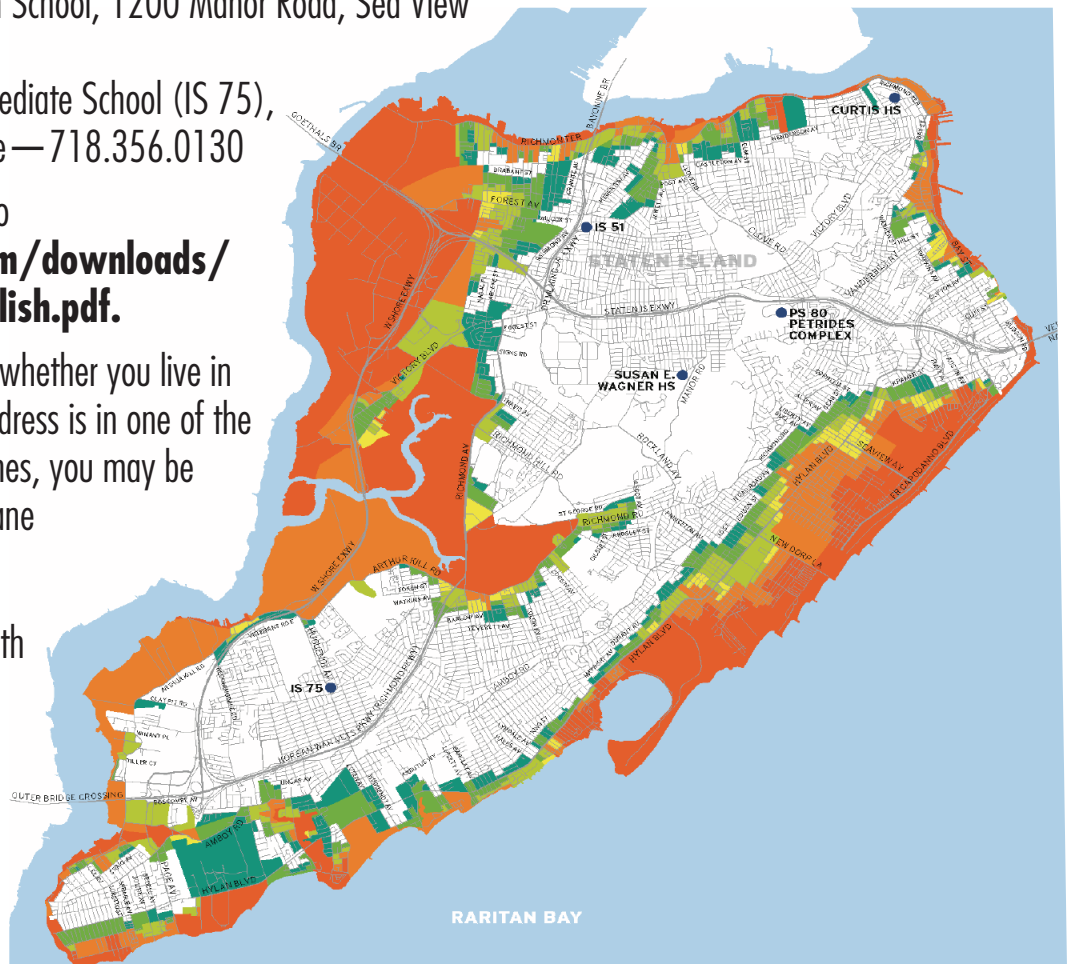
The following locations are designated evacuation centers on Staten Island:

- Curtis High School, 105 Hamilton Avenue, New Brighton — 718.448.0298
- Markham Intermediate School (IS 51), 20 Houston Street, Graniteville — 718.981.0502
- *■ **Petrides Educational Complex**, 715 Ocean Terrace, Sunnyside — 718.815.0186
- Susan E. Wagner High School, 1200 Manor Road, Sea View — 718.698.4200
- Frank D. Paulo Intermediate School (IS 75), 455 Huguenot Avenue — 718.356.0130

For more information, log on to www.nyc.gov/html/oem/downloads/pdf/hurricane_map_english.pdf.

Know Your Zone — Determine whether you live in an evacuation zone. If your address is in one of the City's Hurricane evacuation zones, you may be ordered to evacuate if a hurricane threatens New York City.

*Designated evacuation center with medical treatment and care of people with disabilities



NOTES



NOTES



NOTES



HOW TO REACH NEW YORK CITY EMERGENCY SERVICES/CONTACTS

New York City Office of Emergency Management

www.nyc.gov/html/oem/html/home/home.shtml

National Flood Insurance Program

www.floodsmart.gov

Federal Emergency Management Agency

www.fema.gov

Ready/FEMA

www.ready.gov

National Hurricane Center/Tropical Prediction Center

www.nhc.noaa.gov

National Weather Service

www.weather.gov

Notify New York City

Register for emergency notification by visiting

www.NYC.gov, calling 311, or

following @NotifyNY on Twitter.

OEM on Facebook and Twitter

www.facebook.com/nycemergencymanagement

www.twitter.com/nycoem

Ready New York: My Emergency Plan Guide

Search for "My Emergency Plan" at www.NYC.gov.

New York City Mayor's Office for People with Disabilities

Search for MOPD at www.NYC.gov.

www.twitter.com/nycgov

City of New York on Facebook and Twitter

www.facebook.com/nycgov/nycgov

www.twitter.com/nycgov

Superstorm Sandy Forum: Resource Kit and Presentations by Caitlyn Nichols, PhD and Michael Kress, PhD

www.csi.cuny.edu/sandyforum/resource_kit.html

Office of Senator Andrew Lanza

www.lanza.nysenate.gov