

For more information about emergency planning for children with special needs please
contact the Oakland County Health Division Emergency Preparedness Unit.

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Oakland County Children's Special Health Care Services

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EMERGENCY PLANNING

A Guide for Families of Children with Special Needs

A MESSAGE FROM THE OAKLAND COUNTY HEALTH DIVISION EMERGENCY PREPAREDNESS UNIT

There are many types of public health emergencies that can occur in Michigan. The state has experienced tornadoes, winter storms, power outages, floods, and heat waves; all of which impact public health and safety. We are also at risk of experiencing other emergencies involving disease outbreaks and forms of terrorism. Knowing how you will respond to each type of emergency is critical for maintaining the health and safety of your family.

Emergency planning for children with special needs means paying attention to extra details in order to preserve a delicate medical balance for your child. Included in this guide are emergency information forms that keep your child's health information all in one place. During a public health emergency, you will want to have everything at your fingertips.

Please take the time to read through this guide with your family. It will be quality time spent with your loved ones and could one day save your lives.

Sincerely,



Leigh-Anne Stafford
Oakland County Health Division Health Officer

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Inserts

- Emergency information form
- Daily care schedule



PREPARE WITH A FAMILY MEETING

Meet with your family to discuss why it is important to plan for emergencies and describe the dangers of common events that could occur. Create a plan that allows family members to work together and share responsibilities. Listed below are some topics to address:

- Discuss how emergency situations and natural disasters can affect family members and how the necessities of the person with special health care needs can be addressed and by whom.
- Choose two safe locations near your home where your family will meet if you are separated. One location should be near your home and the other should be outside your neighborhood, in case you cannot return home. All family members should memorize the addresses of both locations.
- After an emergency it may be easier to text or call long distance if local phone lines are overloaded or out of service. For that reason, identify an out of town emergency contact. Be sure to have all family members memorize the contact's phone number.
- Show each adult family member how and when to turn off the gas, electricity, and water at the main switches. Keep the necessary tools and instructions by the switches.
- Teach children how and when to dial 9-1-1 for emergency help.
- Post emergency phone numbers where they can be easily seen by all family members. This includes fire, police, ambulance, poison control, etc.
- Plan and discuss evacuation routes and how to assist your family member with special needs if evacuation is necessary. Also consider how you will take care of pets and service animals.

STANDARD FIRST AID KIT

Almost everyone will need to use a first aid kit at some time. Assembling a kit is as simple as placing basic items in a small container such as a plastic tub, tool kit, or tote bag. When you have a well-stocked first aid kit, you have the supplies you need to be ready for most minor emergencies.

The American Red Cross recommends the following items be included:

- 2 absorbent compress dressings (5 x 9 inches)
- 25 adhesive bandages (assorted sizes)
- 1 adhesive cloth tape (10 yards x 1 inch)
- 5 antibiotic ointment packets (approximately 1 gram)
- 5 antiseptic wipe packets
- 2 packets of aspirin (81 mg each)
- 1 blanket
- 1 breathing barrier (with one-way valve)
- 1 instant cold compress
- 2 pair of non latex gloves (size: large)
- 2 hydrocortisone ointment packets (approximately 1 gram each)
- Scissors
- 1 roller bandage (3 inches wide)
- 1 roller bandage (4 inches wide)
- 5 sterile gauze pads (3 x 3 inches)
- 5 sterile gauze pads (4 x 4 inches)
- Oral thermometer (non-mercury/nonglass)
- 2 triangular bandages
- Tweezers

CREATE A FAMILY EMERGENCY SUPPLY KIT

Some emergencies may keep you in your home for several days, while others may require you to leave your home. In both cases be sure to have the essentials that keep everyone in your family safe, warm, and fed. Make an Emergency Supply Kit and keep it in a designated area. This kit should include at least, or at a minimum, the following items:

- Water - a three day supply for each household member
- Food - a three day supply for each household member (canned and dry)
- First Aid Kit
- Essential medications—prescription and over-the-counter
- Sanitation and personal hygiene supplies
- Copies of personal documents (passports, birth certificates, insurance)
- Flashlight with extra batteries
- Radio with extra batteries
- Cellular phone with extra battery
- Cash
- Extra clothing and bedding
- Family and emergency contact information
- Baby supplies (bottles, formula, diapers, baby food)
- Pet supplies (collar, leash, food, bowl, carrier)
- Entertainment items (cards, kids activities)
- Extra set of car keys and house keys
- Manual can opener
- Extra batteries for assistive device
- Spare walking or white cane, folding walker or other mobility aides
- A list of model and serial numbers for medical devices and equipment
- Extra medication



IMPORTANT ITEMS FOR YOUR FAMILY MEMBER WITH SPECIAL NEEDS

A person with special needs may have added challenges during emergencies that require additional preparation. The following are steps you can take to make sure your child is cared for during an emergency:

- Complete the enclosed emergency information form.
- Meet with your primary care provider and specialist to develop a care plan for emergency situations.
- Ask your pharmacist whether medications that require refrigeration can be stored in a cooler during emergencies.
- Consider purchasing a generator or battery back up for medical equipment that requires electricity. Check to make sure your equipment can be safely run on a generator.
- In one place, gather a two week supply of dietary foods, medications and medical supplies such as dressing materials, nasal cannulas, and suction catheter, etc.
- Consider keeping a manual wheelchair available.



WHAT TO DO IF YOUR POWER GOES OUT

- Locate a flashlight with batteries to use until the power comes back on. Do not use candles - this can cause a fire.
- Keep your refrigerator and freezer doors closed as much as possible to keep cold in and heat out.
- Discard any perishable food (such as meat, fish, eggs, and leftovers) that have been above 40° F for over two hours. The refrigerator will keep food safely cold for about four hours if it is unopened. A full freezer will hold its temperature for approximately 48 hours (24 hours if it is half full) if the door remains closed.
- Do not use the stove to heat your home – this can cause a fire or fatal gas leak.
- Keep cell phones charged by using a laptop or other external battery operated device.
- Assure all sensitive medical equipment is on surge protectors.

IMPORTANT PHONE NUMBERS & WEBSITES

Oakland County Emergency Preparedness

248-858-1280 | www.oakgov.info/emergencypreparedness

Oakland County Nurse on Call

1-800-848-5533 | noc@oakgov.com

Oakland County Emergency Management

www.oakgov.com/emergency-management

Oakland County Children's Special Health Care Services

248-858-0056 | www.oakgov.com/CSHCS



LOCAL HOSPITALS

Corewell Health Hospital (Farmington Hills)

947-521-8000

Corewell Health William Beaumont

University Hospital (Royal Oak)

248-898-5000

Corewell Health Hospital (Troy)

248-964-5000

Children's Hospital of Michigan (Troy)

248-524-7180

Ascension Providence (Rochester)

248-652-5000

DMC Huron Valley-Sinai

Hospital (Commerce)

248-937-3300

Genesys Regional Medical

Center (Grand Blanc)

810-606-5000

Henry Ford Hospital

248-325-1000

McLaren Hospital (Pontiac)

248-338-5000

Pontiac General Hospital

248-857-7200

Ascension Macomb-Oakland

Hospital (Madison Heights)

248-967-7000

Ascension Providence Park Hospital (Novi)

248-465-4100

Ascension Providence Hospital (Southfield)

248-849-3000

Trinity Health Oakland Hospital (Pontiac)

248-858-3000



EMERGENCY FORMS FOR A FAMILY MEMBER WITH SPECIAL NEEDS

The enclosed forms give you and emergency providers the information needed to properly care for your family member. Together with your family member's primary care provider, complete these forms and give copies to anyone who may take care of your family member in an emergency. It is important to update the forms after any of the following events:

- Important changes in your child's condition or diagnosis
- Changes in equipment required to support your family member
- Any major surgical procedures
- Major change in medications or dosages
- Changes in health care providers
- Keep copies of the forms in the following places:
 - **Home:** At the family member's home, such as on the refrigerator
 - **Car:** In the glove compartment of each parent/guardian's car
 - **Work:** In your desk
 - **School**
 - **Purse/Wallet**
 - **With Family Member:** In their belongings when they are traveling
 - **Home of Emergency Contact**