ILLINOIS – INDIANA – WISCONSIN REGIONAL CATASTROPHE PLANNING TEAM (IL-IN-WI RCPT) CITIZEN PREPAREDNESS TRAIN-THE-TRAINER COURSE FACILITATOR MANUAL
ILLINOIS – INDIA N – WISCONSIN REGIONAL CATASTROPHIC PLANNING TEAM (IL-IN-WI RCPT)
CITIZEN PREPAREDNESS TRAIN-THE-TRAINER COURSE
MODULE 1: INTRODUCTION FOR FACILITATORS
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COURSE OVERVIEW

The purpose of this Illinois – Indiana – Wisconsin Regional Catastrophic Planning Team (IL-IN-WI RCPT) Citizen Preparedness Train-the-Trainer course is to empower community organizations and businesses to train employees, volunteers, and team members to facilitate basic community preparedness actions and processes.

- This course intends to allow community organizations and businesses to impart preparedness information to employees, volunteers, and the population.
- Materials provided for this course are meant to be customized by organizations proving this course. This includes providing organization specific information as well as information specific to the hazards in the region.
- Facilitators are encouraged to link participants back to gearupgetready.org as well as their local emergency management office for additional information regarding preparedness, as well as emergency protective measures for real-life incidents.

OVERALL COURSE OBJECTIVES

At the conclusion of this training, participants will be able to:

1. Demonstrate the knowledge of basic community preparedness training.
2. Be able to customize and present this information to their constituents (i.e. volunteer groups, employees, general population).
3. Understand the basics of citizen preparedness, including emergency contact cards, family emergency plans, and resources to have on-hand.

In addition to the overall course objectives listed above, each unit has specific objectives.

TARGET AUDIENCE

The target audience for this course is individuals that will provide citizen preparedness training and information to the general population, with the goal of reaching the population where they live, work, play and worship.

PREREQUISITES

Citizen Preparedness Facilitators should be a minimum of 18 years of age and should be in a position in their community and organization to provide basic preparedness training. Facilitators are identified by their organization, and should discuss participating in the training with their supervisor prior to receiving the training. Facilitators should have basic comfort and skill in facilitating training sessions or providing information to groups of various sizes. Facilitators should maintain a professional demeanor when providing the training, including being professionally dressed and coming prepared to provide the training with appropriate materials. Facilitators should also notify their supervisor when they provide the training, and maintain proper records of participants in training sessions. In addition, Facilitators must be willing to provide course feedback as
well as to allow their contact information to be provided to the counties in the RCPT for additional outreach related to community preparedness messaging.

**COURSE MATERIALS**

The *IL-IN-WI RCPT Citizen Preparedness Train-the-Trainer* includes these materials:

1. Facilitator Guide (includes administrative, logistical, and preparation information; lesson plan; facilitator notes; mini PowerPoint slides; instructions for all activities; additional participant handouts and job aids);
2. Customizable PowerPoint for participants;
3. Customizable Participant Manual (key content and all handouts); and


**COURSE AGENDA**

This is a 2 hour course. It is intended to impart information to the facilitators in the format that it will be provided to the general population. Each module can be provided on its own, or in conjunction with the entire course.

<table>
<thead>
<tr>
<th>Module 1</th>
<th>Introduction for Facilitators</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Provides introduction and overview to Train-the-Trainer Course.</td>
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<tr>
<td></td>
<td>• Provides an overview to all materials.</td>
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<td>• Provides instruction on how materials can be customized.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Module 2</th>
<th>General Preparedness</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Provides an overview of general preparedness information, including completing emergency contact cards, family plans, and the basics of emergency supply lists.</td>
</tr>
<tr>
<td></td>
<td>• Reviews the slides that can be provided to course participants, and how these slides can be customized.</td>
</tr>
</tbody>
</table>

| Module 3 | Preparedness for Seniors |
Module 1: Introduction for Facilitators

- Provides an overview of preparedness for seniors.
- Reviews slides that can be provided to course participants, and how these slides can be customized.

Module 4 Preparedness for Disabled Populations

- Provides an overview of preparedness for populations with disabilities.
- Reviews slides that can be provided to course participants, and how these slides can be customized.

Module 5 Preparedness for Pet Owners

- Provides an overview of preparedness for pet owners.
- Reviews slides that can be provided to course participants, and how these slides can be customized.

Module 6 Additional Resources

- Provides an overview of additional resources that can be provided to course participants.
- Reviews slides that can be provided to course participants, and how these slides can be customized.

Module 7 Activity

- Allows course facilitators to demonstrate knowledge of preparedness information.

Facilitator Qualifications

Facilitators will be recruited and selected to conduct this course throughout the IL-IN-WI CSA. Facilitators should be in a position within their organization or community to be able to provide this training to the general population. Enthusiasm and desire are essential qualities in Citizen Preparedness Facilitators, as well as basic skill in facilitation for groups of all sizes.

Preparing To Train

The preparation and conduct of the facilitator has a definite impact on the effectiveness of the training. This introductory section provides guidelines for preparing for this course. Use the following steps when you prepare for training:
Thoroughly read both the Facilitator Guide and the Participant Manual.

Be prepared to answer any questions that the participants ask while completing the training.

Draft or copy any supplemental materials from which you feel the participants will benefit. Many supplemental materials may be available from your agency, local emergency management personnel, partner organizations such as the American Red Cross, or from Federal agencies.

Facilitators are encouraged to add pertinent information to the course, and topics covered should be targeted to the population receiving the course. For example, when the course is provided to organizations that are focused on pet populations, the training should provide emphasis on those populations.

All materials are created to be customized to the needs of the audience. For example, if you are providing training to seniors, materials should be provided in large print.

**Preparing The Classroom**

As a facilitator, you are responsible for the equipment that you need for the course. For each session, you will need handouts for your participants. If you choose to provide PowerPoint training, you will also need a computer with PowerPoint software (PowerPoint 97 or more recent), a projector and screen, and handouts. The room arrangement should be a classroom environment with students at tables, around a table, or at chairs, as necessary and as the room accommodates.

**After The Training**

Provide copies of your sign-in sheet to your supervisor. Send a scanned copy to info@gearupgetready.org and yvette.alexander@redcross.org. Where possible, include demographic information with the sign-in sheet. For example, if your training was provided in a retirement community or at a veterinary association meeting, to help monitor the overall reach of the campaign.
In this module you will learn about:

- General emergency preparedness information.
- Completing an emergency contact card.
- Completing a family emergency plan.
- Key items for an emergency kit.
- How this information can be customized.
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### Learning Objectives/Performance Outcomes

At the conclusion of this unit, the participants will be able to:

- Identify key items that should be captured in an emergency contact card and family emergency plan.
- Understand the key resources that should be included in an emergency kit.
- Know how course materials can be customized.

### Resources Required

- IL-IN-WI RCPT Citizen Preparedness Train-the-Trainer Facilitator Guide (for facilitators).
- IL-IN-WI RCPT Citizen Preparedness Participant Guide (for participants).

### Equipment

The following additional equipment is required for this unit (if applicable):

- A computer with PowerPoint software
- A computer projector and screen

### Preparation

Prior to the Citizen Preparedness training, make copies of materials for each participant that are customized to your organization or jurisdiction.

### Notes

It is recommended that this module take no more than 30 minutes.
## Module 2: General Preparedness

<table>
<thead>
<tr>
<th>SLIDES</th>
<th>CONTENT &amp; FACILITATOR INSTRUCTIONS</th>
</tr>
</thead>
</table>
| Gear Up Get Ready: Being Prepared To Help Yourself | Slide Content
Welcome / Title Slide

**Course Facilitator Instructions**
- Customize the title slide with your agency or organization’s logo.
- Customize date, time, and location as necessary.
- Develop a class roster or sign-in sheet. As participants arrive, have them sign-in at a desk or pass around a sheet of paper.
- As participants for their name, address, phone number and email address to allow you to follow-up.

| Welcome and Agenda | Slide Content
Course agenda

**Course Facilitator Instructions**
- Welcome the participants to the training.
- Provide a summary overview of the agenda. Customize the agenda by the topics you will cover in the training.
- Introduce yourself and provide some background information about your past experiences.
- Ask others to introduce themselves in the same way. Consider asking name, organization, role or title, and why they are taking the course. |
## Housekeeping

- Restrooms
- Smoking policy
- Cell phone policy (silent mode)
- Emergency exits

## Slide Content

- Restrooms
- Smoking policy
- Cell phone policy (silent mode)
- Emergency exits

## Course Facilitator Instructions

- Add any other housekeeping items specific to the facility or your organization. This may include instructions such as “smoking is not allowed within 20 feet of the doorway” or the location about accessible restrooms.
- Make any administrative announcements at this time.

## Do you really need to be ready?

- In the midst of day-to-day activities, most do not remember that we live in a weather prone country and region.
- Annually, Americans cope with an average of 10,000 thunderstorms, 2,500 floods, 1,000 tornadoes, and an average of six deadly hurricanes.
- In addition, there are other emergencies that happen on a more frequent basis, like house fires and incidences in our schools.
- Most do not take any action until AFTER these events impact their households.

## Slide Content

- In the midst of day-to-day activities, most do not remember that we live in a weather prone country and region.
- Annually, Americans cope with an average of 10,000 thunderstorms, 2,500 floods, 1,000 tornadoes, and an average of six deadly hurricanes.
- In addition, there are other emergencies that happen on a more frequent basis, like house fires and incidences in our schools.
- Most do not take any action until AFTER these events impact their households.

## Course Facilitator Instructions

- Source: [http://www.srh.noaa.gov/hgx/?n=stormready](http://www.srh.noaa.gov/hgx/?n=stormready)
- Customize slides to reflect recent incidents in the County / community, including flood events, apartment fires, or acts of violence in the community (i.e. school shooting).
### Slides

<table>
<thead>
<tr>
<th>CONTENT &amp; FACILITATOR INSTRUCTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hold a brief discussion asking those in attendance if they have or know anyone who has experienced a disaster and what the impact was on those individuals.</td>
</tr>
<tr>
<td>Ask if those individuals were prepared.</td>
</tr>
<tr>
<td>Ask individuals if they feel that they would be prepared for that kind of event in their community.</td>
</tr>
</tbody>
</table>

#### Slide Content

- Preparedness video.

#### Course Facilitator Instructions

- Source: [www.fema.gov/medialibrary/media_records/6809](http://www.fema.gov/medialibrary/media_records/6809)
- This is an optional slide. Course facilitators should feel free to play this video, play another video, or skip this slide.
- This video provides an overview of a Tennessee woman who took preparedness actions.
- This slide can be customized to add additional videos or testimonials on how disaster preparedness improved the lives of those who took the necessary precautions.

#### Slide Content

- Preparedness gives individuals and households the tools to help themselves.
- Preparedness reduces stress and anxiety during and following disasters.
- Preparedness minimizes the impact to families.
- Preparedness reduces the burden to the community / first responders.

#### Course Facilitator Instructions

- Facilitators can customize this slide by using additional examples or highlight points from recent
Take the first step: complete your emergency card

- The emergency card should be completed for all members of the household.
- Emergency cards should be kept in wallets / backpacks / purses.
- It includes a local emergency contact name, out of town contact name, neighborhood meeting place.
- Additional information may include the name of doctors, telephone number of employers, or other relevant information.

Slide Content

- The emergency card should be completed for all members of the household.
- Emergency cards should be kept in wallets / backpacks / purses.
- It includes a local emergency contact name, out of town contact name, neighborhood meeting place.
- Additional information may include the name of doctors, telephone number of employers, or other relevant information.

Course Facilitator Instructions

- Source: [www.gearupgetready.org](http://www.gearupgetready.org)
- Emphasize that the emergency contact card should be carried by all members of the family, including children and those with disabilities.
- Emphasize that it should be kept handy and with the person as often as possible.
- Additional information can also include regular medications or contact information for caretakers like an at-home nurse.
- Out-of-town contact information is important because following an emergency, local phone systems may not be working. It may be easier to reach someone out of the area.
- Facilitators may also want to include the slide showing the example of the emergency card.
- The emergency card should be included in the handouts for all participants.
**Take the next step: complete your family plan**

- The family emergency plan contains more detailed information than the emergency card.
- This includes telephone numbers, social security information and medical information for EACH member of the family.
- It contains detailed information about insurance, physicians, workplaces, and other important locations (neighbors homes or after-school activities).

**Course Facilitator Instructions**

- Source: [www.gearupgetready.org](http://www.gearupgetready.org)
- Provide participants with copies of family emergency plans.
- Note that it is important to revisit the family emergency plan to make sure key contact information is up-to-date.
- Remind participants to make note of other places family members might be, like numbers for a child’s music teacher or the contact information for the church the family attends.

**Develop a kit for your family – basics**

- Bottled water and non-perishable food – per person, per day for at least 3 days
- NOAA Radio
- Can Opener
- Flashlight and batteries
- Personal hygiene items
- First aid kit
- Whistle
- Copies of important documents
- Blankets / towels
- Change of clothing
- Durable container

**Slide Content**

- Bottled water and non-perishable food – per person, per day for at least 3 days
- NOAA Radio
- Can Opener
- Flashlight and batteries
- Personal hygiene items
- First aid kit
- Whistle
- Copies of important documents
SLIDES | CONTENT & FACILITATOR INSTRUCTIONS
--- | ---
Blankets / towels | Blankets / towels
Change of clothing | Change of clothing
Durable container | Durable container

You have most of these items around your house – collect them in one place!

**Course Facilitator Instructions**

- Source: [www.gearupgetready.org](http://www.gearupgetready.org)
- Emphasize that these are just the basics of the kit.
- Remind participants that they likely have all of these items around their home.
- Let participants see the checklist and note what they have in their home, and what they might need to get.
- Remind participants to go home and collect items into one place in a durable container (water safe container, backpack, etc).
- Important documents include copies of leases, identification cards, prescriptions or other key documents.
- Customize to your audience or your community.

Develop a kit for your family

- Remember to account for the unique needs of your family.
- Special considerations may include:
  - Medical supplies, including extra prescriptions for medications taken daily.
  - Cash or traveler’s checks.
  - Food (formula, baby-food) and toys for children.

**Slide Content**

- Remember to account for the unique needs of your family.
- Special considerations may include:
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<tr>
<th>Slides</th>
<th>Content &amp; Facilitator Instructions</th>
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</thead>
<tbody>
<tr>
<td>• Optional slide.</td>
<td>• Remind participants to remember what special items their family might need.</td>
</tr>
<tr>
<td>• Customize to your audience or your community. If you know of key items used by people in your community, include them here.</td>
<td>• Ask participants to think about what their family needs on a day-to-day basis and make sure that extras are included in or near the kit.</td>
</tr>
</tbody>
</table>

### Additional Kit Types
- In addition to having these items at home, you may want to consider:
  - Creating a light-weight version of the kit (i.e. Go Kit) in a sturdy backpack to allow you to evacuate easily.
  - Storing food, water, and supplies at your office (i.e. Work Kit). This may include a comfortable change of clothing and a sturdy pair of shoes.
  - Keeping emergency supplies in your car (i.e. Car Kit) including food items, jumper cables, warm clothing / sleeping bags, and kitty litter for tire traction.

### Slide Content
- In addition to having these items at home, you may want to consider:
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  - Keeping emergency supplies in your car (i.e. Car Kit) including food items, jumper cables, warm clothing / sleeping bags, and kitty litter for tire traction.

### Course Facilitator Instructions
- Optional slide.
- Customize the materials necessary for kits to the audience.
<table>
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<th>SLIDES</th>
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</tr>
</thead>
</table>
| Questions | Do you have any questions about anything covered in this module?  
**Course Facilitator Instructions**  
- Allow participants to ask any questions.  
- Consider taking this time to allow participants to ask questions or to complete their card / family emergency form.  
- Consider including your contact information on this slide. |

The next modules will cover specific preparedness information. First up, Preparedness for Seniors.
In this unit you will learn about:

- Additional preparedness activities for seniors.
- How this information can be customized.
### Learning Objectives/Performance Outcomes

At the conclusion of this unit, the participants will be able to:

- Identify specific preparedness actions and items for seniors.
- Understand additional resources that should be included in preparedness kits for seniors.
- Know how course materials can be customized.

### Resources Required

- IL-IN-WI RCPT Citizen Preparedness Train-the-Trainer Facilitator Guide (for facilitators).
- IL-IN-WI RCPT Citizen Preparedness Participant Guide (for participants).

### Equipment

The following additional equipment is required for this unit (if applicable):

- A computer with PowerPoint software.
- A computer projector and screen.

### Preparation

Prior to the Citizen Preparedness training, make copies of materials for each participant that are customized to your organization or jurisdiction.

### Notes

It is recommended that this module take 15 minutes.
Module 3: Preparedness for Seniors

<table>
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<tr>
<th>SLIDES</th>
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<tbody>
<tr>
<td>Gear Up Get Ready: Preparedness for Seniors</td>
<td></td>
</tr>
<tr>
<td>Welcome / Title Slide</td>
<td></td>
</tr>
<tr>
<td>Course Facilitator Instructions</td>
<td></td>
</tr>
<tr>
<td>• This is an optional slide. This should only be used if you are developing a specific preparedness course for seniors.</td>
<td></td>
</tr>
<tr>
<td>• Customize the title slide with your agency or organization’s logo.</td>
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<tr>
<td>• Customize date, time, and location as necessary.</td>
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<tr>
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<tbody>
<tr>
<td>• [Insert agenda]</td>
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<tr>
<td>Slide Content</td>
</tr>
<tr>
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<tr>
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</tbody>
</table>
| • Ask other facilitators to introduce themselves in the same way. Consider asking name,
IL-IN-WI RCPT CITIZEN PREPAREDNESS TRAIN-THE-TRAINER
Module 3: Preparedness for Seniors

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**Housekeeping**
- Restrooms
- Smoking policy
- Cell phone policy (silent mode)
- Emergency exits

**Slide Content**
- Restrooms
- Smoking policy
- Cell phone policy (silent mode)
- Emergency exits

**Course Facilitator Instructions**
- This is an optional slide. This should only be used if you are developing a specific preparedness course for seniors.
- Add any other housekeeping items specific to the facility or your organization. This may include instructions such as “smoking is not allowed within 20 feet of the doorway” or the location about accessible restrooms.
- Make any administrative announcements at this time.

**The Importance of Senior Preparedness**
- Disasters can have a more severe impact on seniors who may have health needs or mobility constraints.
  - Power failures may cut off oxygen supplies.
  - Homebound seniors may not be able to evacuate when flood waters rise.
  - Walking aids may be necessary to walk down stairs.
- These challenges mean seniors may need to take additional steps to be ready and remain safe!

**Slide Content**
- Disasters can have a more severe impact on seniors who may have health needs or mobility constraints.
  - Power failures may cut off oxygen supplies.
  - Homebound seniors may not be able to evacuate when flood waters rise.
  - Walking aids may be necessary to walk down stairs.
- These challenges mean seniors may need to take
**SLIDES** | **CONTENT & FACILITATOR INSTRUCTIONS**
--- | ---
| | additional steps to be ready and remain safe!

**Course Facilitator Instructions**

- Customize the slide to your audience.
- Emphasize some of the important considerations seniors may have after a disaster.
- Highlight examples of the impact of disasters on seniors or specific examples from the press.

---

**Additional Preparedness Items for Seniors**

- Consider storing your emergency kit in an easy to transport container, such as a cart with wheels.
- Label any equipment, such as wheelchairs, canes or walkers, that you would need with your name, address and phone numbers.
- Talk to your doctor to and ensure that your kit contains an additional supply of necessary medications.
- Make sure your kit contains important documents, such as information about your doctors and copies of prescriptions, deeds or leases, birth certificates and insurance policies.

**Slide Content**

- Consider storing your emergency kit in an easy to transport container, such as a cart with wheels.
- Label any equipment, such as wheelchairs, canes or walkers, that you would need with your name, address and phone numbers.
- Talk to your doctor to and ensure that your kit contains an additional supply of necessary medications.
- Make sure your kit contains important documents, such as information about your doctors and copies of prescriptions, deeds or leases, birth certificates and insurance policies.

**Course Facilitator Instructions**

- If you are presenting a specific preparedness course for seniors, insert the slides and cover the basics of an emergency kit, emergency card, and emergency plan.
- Use these slides to cover specific additional items for seniors.
- This slide can be customized to provide additional preparedness information for seniors based on the need of your community.
- For example, this can be expanded to include cold weather clothing such as hats and scarves.
- Source:
### Additional Preparedness Actions for Seniors
- Post emergency numbers near your phones, including those for transportation providers, doctors, and local/out-of-area contacts.
- Keep necessary items, such as wheelchairs and walkers, in a designated place so they can be found and accessed quickly.
- Keep necessary tools like hearing aids in a safe and accessible place close to your bed.

### Slide Content
- Post emergency numbers near your phones, including those for transportation providers, doctors, and local/out-of-area contacts.
- Keep necessary items, such as wheelchairs and walkers, in a designated place so they can be found and accessed quickly.
- Keep necessary tools like hearing aids in a safe and accessible place close to your bed.

### Course Facilitator Instructions
- Customize additional preparedness activities or actions that can be taken by seniors to increase preparedness.
- Source: [http://www.redcross.org/images/MEDIA_CustomProductCatalog/m4640086_Disaster_Preparedness_for_Srs-English.revised_7-09.pdf](http://www.redcross.org/images/MEDIA_CustomProductCatalog/m4640086_Disaster_Preparedness_for_Srs-English.revised_7-09.pdf)

### Evacuation Tips for Seniors
- Try to make arrangements to evacuate before an incident. This includes how you will evacuate, specifically if you need additional resources (i.e. paratransit) to evacuate.
- Contact your local emergency management agency for tips on how to evacuate, or to register for additional assistance.
- If you are instructed to evacuate, try to carpool and use routes specified by local officials.

### Slide Content
- Try to make arrangements to evacuate before an incident. This includes how you will evacuate, specifically if you need additional resources (i.e. paratransit) to evacuate.
- Contact your local emergency management agency for tips on how to evacuate, or to register for additional assistance.
- If you are instructed to evacuate, try to carpool and use routes specified by local officials.

### Course Facilitator Instructions
- Emphasize that local emergency management or other officials may have registries or resources to facilitate evacuation.
## Module 3: Preparedness for Seniors

<table>
<thead>
<tr>
<th>SLIDES</th>
<th>CONTENT &amp; FACILITATOR INSTRUCTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Customize for additional information on evacuation specific to the community or organization.</td>
</tr>
<tr>
<td></td>
<td>• Source: <a href="http://www.redcross.org/images/MEDIA_CustomProductCatalog/m4640086_Disaster_Preparedness_for_Srs-English.revised_7-09.pdf">http://www.redcross.org/images/MEDIA_CustomProductCatalog/m4640086_Disaster_Preparedness_for_Srs-English.revised_7-09.pdf</a></td>
</tr>
</tbody>
</table>

### Questions

**Do you have any questions about anything covered in this module?**

**Course Facilitator Instructions**

- Allow participants to ask any questions.
- Consider including your contact information on this slide.

---

*The next module covers Preparedness Persons with Disabilities.*
In this unit you will learn about:

- Additional preparedness activities or items for persons with disabilities.
- How this information can be customized.
**Learning Objectives/Performance Outcomes**

At the conclusion of this unit, the participants will be able to:

- Identify additional tasks and information that can increase preparedness for individuals with disabilities.
- Understand the additional items and resources that should be included in an emergency kit.
- Know how course materials can be customized.

**Resources Required**

- IL-IN-WI RCPT Citizen Preparedness Train-the-Trainer Facilitator Guide (for facilitators).
- IL-IN-WI RCPT Citizen Preparedness Participant Guide (for participants).

**Equipment**

The following additional equipment is required for this unit (if applicable):

- A computer with PowerPoint software
- A computer projector and screen

**Preparation**

Prior to the Citizen Preparedness training, make copies of materials for each participant that are customized to your organization or jurisdiction.

**Notes**

It is recommended that this module take no more than 15 minutes.
## Module 4: Preparedness for Persons with Disabilities

<table>
<thead>
<tr>
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| Gear Up Get Ready: Preparedness for Persons with Disabilities  <br> Insert Organization Presentation Date | **Slide Content**  <br>Welcome / Title Slide  
**Course Facilitator Instructions**  
- This is an optional slide. This should only be used if you are developing a specific preparedness course for persons with disabilities.  
- Customize the title slide with your agency or organization’s logo.  
- Customize date, time, and location as necessary.  
- Develop a class roster or sign-in sheet. As participants arrive, have them sign-in at a desk or pass around a sheet of paper.  
- As participants for their name, address, phone number and email address to allow you to follow-up. |
| Agenda  
• [insert agenda] | **Slide Content**  
Course agenda  
**Course Facilitator Instructions**  
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- Provide a summary overview of the agenda. Customize the agenda by the topics you will cover in the training.  
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### Slide Content

- Disasters can have a more severe impact on persons with disabilities.
  - Individuals with limited hearing may not receive warning signals.
  - Individuals in wheelchairs may need transit assistance when evacuating.
  - Assistive products may not be left behind in an emergency.

- These challenges mean persons with disabilities may need to take additional steps to be ready and remain safe.

### Course Facilitator Instructions

- Customize to your audience.
- Highlight different ways your audience may need additional assistance during an emergency.

### Complete a Personal Assessment

- In order to better prepare for disasters, individuals with disabilities or caretakers should engage in a personal assessment.
- Considerations should include:
  - Personal care: What type of assistance is necessary to bathe, groom, and dress?
  - Utilities: What utilities are necessary to the individual and what will the individual do if those utilities are not available?

### Complete a Personal Assessment (continued)

- Considerations should include (continued):
  - Equipment: What equipment is used on a day to day basis? This includes personal care equipment, mobility equipment, and feeding equipment.
  - Transportation: What equipment or resources are necessary to facilitate transportation?
  - Service Animals / Pets: What resources are necessary to care for service animals or pets?
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</table>

**Course Facilitator Instructions**

- If you are presenting a specific preparedness course for persons with disabilities, insert the slides and cover the basics of an emergency kit, emergency card, and emergency plan.

- Customize slides to reflect the different types of considerations your audience might have.

- Customization should reflect specific needs with a focus on encouraging considerations for preparing to unique needs.

- Hold a brief discussion asking those in attendance if they have or know anyone who has experienced a disaster and what the impact was on those individuals. Ask if those individuals were prepared, and how those individuals were prepared for their specific needs.


**Additional Considerations for Individuals with Disabilities**

- Ensure that your emergency plan includes contact information for your network. This goes beyond local and out-of-area contacts and should include caregivers or others who provide regular support.

- Understand and document escape routes from your home, in case your home becomes unsafe. Account for your specific needs in these routes.

- Plan for work-arounds in case utilities or day-to-day equipment are not functional. For example, have a manual wheelchair for backup if an electric wheelchair is used on a day-to-day basis.

**Slide Content**

- Ensure that your emergency plan includes contact information for your network. This goes beyond local and out-of-area contacts and should include caregivers or others who provide regular support.

- Understand and document escape routes from your home, in case your home becomes unsafe. Account for your specific needs in these routes.

- Plan for work-arounds in case utilities or day-to-day equipment are not functional. For example, have a manual wheelchair for backup if an electric wheelchair is used on a day-to-day basis.
SLIDES | CONTENT & FACILITATOR INSTRUCTIONS
--- | ---
| | • This slide can be customized for your audience.

**Additional Considerations for Individuals with Disabilities**
- Talk to your local emergency management about ways that you can receive emergency notifications that meet your unique needs.
- Talk to your apartment building about marking accessible emergency exits and notifications in the building to help meet your needs.
- Ensure that your emergency supply kit contains the resources you need, including medicines or backup equipment.
- Always follow the recommendations of local officials regarding evacuation routes and ways to stay safe.

**Slide Content**
- Talk to your local emergency management about ways that you can receive emergency notifications that meet your unique needs.
- Talk to your apartment building about marking accessible emergency exits and notifications in the building to help meet your needs.
- Ensure that your emergency supply kit contains the resources you need, including medicines or backup equipment.
- Always follow the recommendations of local officials regarding evacuation routes and ways to stay safe.

**Course Facilitator Instructions**
- Customize the slide to additional considerations for the community you are speaking to.
- Emphasize that local emergency management may have resources to help people during a disaster.

---

**Additional Considerations for Individuals with Disabilities**
- Communicate your emergency plan with your personal network.
- Ensure members of your personal network know where equipment you may need is located, and how it can be moved or operated.
- Contact local officials regarding registrations or notification lists where you can register to receive assistance.

**Slide Content**
- Communicate your emergency plan with your personal network.
- Ensure members of your personal network know where equipment you may need is located, and how it can be moved or operated.
- Contact local officials regarding registrations or notification lists where you can register to receive assistance.

**Course Facilitator Instructions**
### IL-IN-WI RCPT CITIZEN PREPAREDNESS TRAIN-THE-TRAINER

**Module 4: Preparedness for Persons with Disabilities**

<table>
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<tr>
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<tbody>
<tr>
<td></td>
<td>• Emphasize that those around you, including neighbors, caregivers, and family can provide additional help during an emergency.</td>
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<td>• Emphasize the importance of communicating the plan and any additional needs to these individuals to help ensure that needs are being met.</td>
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</table>

**Do you have any questions about anything covered in this module?**

**Course Facilitator Instructions**

- Allow participants to ask any questions.
- Consider including your contact information on this slide.

---

The next module will cover Preparedness for Pet Owners.
In this unit you will learn about:

- Additional preparedness activities for pets.
- How this information can be customized.
### Learning Objectives/Performance Outcomes
At the conclusion of this unit, the participants will be able to:
- Identify specific preparedness actions and items for pets.
- Understand additional resources that should be included in preparedness kits for pets.
- Know how course materials can be customized.

### Resources Required
- IL-IN-WI RCPT Citizen Preparedness Train-the-Trainer Facilitator Guide (for facilitators).
- IL-IN-WI RCPT Citizen Preparedness Participant Guide (for participants).

### Equipment
The following additional equipment is required for this unit (if applicable):
- A computer with PowerPoint software
- A computer projector and screen

### Preparation
Prior to the Citizen Preparedness training, make copies of materials for each participant that are customized to your organization or jurisdiction.

### Notes
It is recommended that this module take no more than 15 minutes.
## Module 5: Preparedness for Pet Owners

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<thead>
<tr>
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<tbody>
<tr>
<td>Gear Up Get Ready: Preparedness for Pet Owners</td>
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<tr>
<td>Welcome / Title Slide</td>
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<tr>
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<tr>
<th>Slide Content</th>
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<tr>
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### Content & Facilitator Instructions

- Ask other facilitators to introduce themselves in the same way. Consider asking name, organization, role or title, and why they are taking the course.

### Slide Content

- Restrooms
- Smoking policy
- Cell phone policy (silent mode)
- Emergency exits

### Course Facilitator Instructions

- This is an optional slide. This should only be used if you are developing a specific preparedness course for pet owners.
- Add any other housekeeping items specific to the facility or your organization. This may include instructions such as “smoking is not allowed within 20 feet of the doorway” or the location about accessible restrooms.
- Make any administrative announcements at this time.
### Slide Content

**The Importance of Preparedness for Pets**
- Household pets can also be impacted by a disaster.
  - It may not be safe for pets to go outside for sanitation.
  - An emergency may happen when you are away from your home, or when it is difficult to get back to your home.
- These challenges mean families with pets may need to take additional steps to be ready and remain safe!

**Course Facilitator Instructions**
- Customize for your audience.
- Note that all kinds of pets need to be prepared for — from dogs and cats to exotic birds.

### Slide Content

**Basic Preparedness for Pets**
- Make sure that your pets have an ID and that it is up-to-date.
- Have a copy of your pet’s rabies certificate, and ensure up-to-date tags are on your pet’s collar.
- Include pet food, medication, and hygiene items (such as a litter box) for your pet in your disaster supply kit. Include contact information for your pet’s vet.
- Include pet transportation supplies (harness, carrier) in your kit.

**Course Facilitator Instructions**
- If you are presenting a specific preparedness course for pet owners, insert the slides and cover the basics of an emergency kit, emergency card, and emergency plan.
- Customize slides to include additional information as appropriate.
### Plan for your Pet to Have a Safe Place
- Identify hotels / kennels / friends and relatives who may help keep your pet safe during an emergency.
- Plan for how you will evacuate with your pet.
- Plan for how your pet will be kept safe during a storm or disaster. This includes planning for how you will keep your pet safe if hazards remain outside for a significant duration of time.

### Slide Content
- Identify hotels / kennels / friends and relatives who may help keep your pet safe during an emergency.
- Plan for how you will evacuate with your pet.
- Plan for how your pet will be kept safe during a storm or disaster. This includes planning for how you will keep your pet safe if hazards remain outside for a significant duration of time.

### Course Facilitator Instructions
- Examples of pet safety include keeping pets calm during a thunderstorm or planning for pet sanitation if the outdoors presents a hazard to pets.

### Additional Considerations for Pet Preparedness
- If you can’t get to your pet, identify how a family member, neighbor, or other trusted individual can access or help take care of your pet.
- Place a sticker in your window identifying the number and type of pets in your home and key contact information for emergency responders.
- Keep a recent photo of your pet in your kit in case you and your pet are separated.

### Slide Content
- If you can’t get to your pet, identify how a family member, neighbor, or other trusted individual can access or help take care of your pet.
- Place a sticker in your window identifying the number and type of pets in your home and key contact information for emergency responders.
- Keep a recent photo of your pet in your kit in case you and your pet are separated.

### Course Facilitator Instructions
- Consider including additional information regarding your community’s pet shelters or other local considerations for pets.
- Local considerations may include community

### Content & Facilitator Instructions
- Additional items may include supplies for sanitation, grooming, and toys.
- Additional information may include feeding schedules, medicine schedules, or any behavioral issues noted.
### Course Facilitator Instructions

- Allow participants to ask any questions.
- Consider including your contact information on this slide.

---

The next will provide an overview of additional resources.
In this unit you will learn about:

- Additional emergency preparedness resources.
- Local emergency preparedness resources.
### Learning Objectives/Performance Outcomes
At the conclusion of this unit, the participants will be able to:
- Identify additional emergency preparedness resources available to the community.
- How this information can be customized.

### Resources Required
- IL-IN-WI RCPT Citizen Preparedness Train-the-Trainer Facilitator Guide (for facilitators).
- IL-IN-WI RCPT Citizen Preparedness Participant Guide (for participants).

### Equipment
The following additional equipment is required for this unit (if applicable):
- A computer with PowerPoint software
- A computer projector and screen

### Preparation
Prior to the Citizen Preparedness training, make copies of materials for each participant that are customized to your organization or jurisdiction.

### Notes
It is recommended that this module take no more than 15 minutes.
Module 6: Additional Resources

<table>
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<tr>
<th>SLIDES</th>
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</table>
| Gear Up Get Ready: Additional Resources  
Insert Organization  
Presentation Date | Course Facilitator Instructions  
• If applicable, allow for a transition from previous modules.  
• Customize to your audience or jurisdiction. Allow referenced resources to identify what is most directly relevant to the population being trained.  
• Consider incorporating into training as opposed to having a separate module for the slides. |
| Warning Systems  
• Emergency Alert Systems  
• Sirens  
• Phone calls  
• NOAA Weather Radio  
• Social Media  
• In an emergency, listen to what local emergency management tells you to do | Slide Content  
• Emergency Alert Systems  
• Sirens  
• Phone calls  
• NOAA Weather Radio  
• Social Media  
• In an emergency, listen to what local emergency management tells you to do |

Course Facilitator Instructions  
• Customize to your jurisdiction. For example, if your community has a Facebook page where emergency information is provided, include those links.  
• Provide an overview of those systems that are most relevant.  
• Remember - not all jurisdictions have all systems. Your local office of emergency management should be able to provide a list of preferred or the most up-to-date sources of emergency information.  
• Emphasize that people should listen to
### Local Hazards

- Earthquake
- Extreme Heat
- Floods
- Fire
- Foodborne Illness
- Pandemic Influenza
- Winter Storms
- Tornadoes
- Active Shooter
- Chemical and Hazardous Materials
- Cyber
- Nuclear Power Plant
- Terrorism

### Course Facilitator Instructions

- Provide an overview of relevant local hazards.
- Your office of emergency management should have a list of the most relevant hazards to the community.
- Emphasize that most preparedness actions are applicable to all hazards, including family.
SLIDES

Get Ready for Extreme Heat
• Heat is the number one weather-related killer in the United States.
• Heat kills by pushing the human body beyond its limits and makes the body work harder to maintain a normal temperature.
• Your best defense against heat-related illnesses is prevention.

Recognize the Symptoms of Heat-Related Illnesses

Heat Exhaustion
• Heavy sweating
• Fainting
• Dizziness
• Pale skin
• Headaches
• Muscle cramps

Heat Stroke
• High temperature of 104°F+
• Hot, red, dry skin
• Rapid pulse, weak or strong
• No sweating
• Dizziness, nausea and confusion
• Possibly unconscious

Get Ready for a Flood
• Floods are one of the most common hazards in the U.S.
• Not all floods are the same.
• Flood Watch
  - Planning to continue
  - Flood warning to provide time to prepare.

Flood Warning
  - Flood is occurring or will occur soon.
  - Evacuate, do so immediately.

Stay or Go?
• If you are not evacuating, plan for moving essential items to an upper floor andadirving to higher ground.
• If you are advised to evacuate, do so immediately. Evacuation is simpler and safer the lower the flood waters rise.
• Have your evacuation plan, and follow recommended routes.

Get Ready for a Flood
• Weighty Equipment
  • The following materials can help you construct barriers to stay floodwater from entering your home.
  • Plastic sheeting
  • Lumber
  • Nets
  • Fencing
  • Silt fence
  • Sandbags

Important Activities
• Find out if you live in a flood-prone area by visiting www.floodsmart.gov
• Know if your property is above or below the flood stage water level.
• Ask your insurance agent about flood insurance.
• Place items in basements and ground levels to upper floors or higher of the ground to prevent damage from floodwater.

CONTENT & FACILITATOR INSTRUCTIONS

emergency plans, emergency cards, and emergency kits.

• Consider which slides to include. You may want to highlight those hazards that are most relevant to your community. For example, if the training is given in October, consider providing slides on winter storms.
Get Ready for a Fire

**Fire Basics**
- Fires affect thousands of Americans and cause billions of dollars in damage every year.
- Fires can be particularly deadly because they spread so quickly.
- Suffocation is the leading cause of fire-related deaths.

**Make a Fire Escape Plan**
- Make sure all family members know what to do in case of a fire.
- Practice feeling the door before opening it. If the door is hot, get out another way.
- Draw a floor plan with at least two escape routes from every room of your home.
- Select a location outside your home where everyone will meet after evacuating.
- Practice your escape plan at least once a month.

To help keep your home safe:
- Install a smoke alarm inside each sleeping area and on each level of your home.
  - Test each smoke alarm once a month and replace old batteries immediately.
  - Regularly replace batteries – consider using daylight savings as a reminder to do so.
  - Replace smoke alarms every 10 years.
- Keep one or more working fire extinguishers in your home and know how to use them.
- Never leave something cooking on the stove unattended.
- Keep matches and lighters safely out of reach of children.
- Place heaters at least three feet away from flammable materials.
- Do not overload outlets or extension cords.
- Make sure your home’s address can be clearly seen from the street.

Get Ready for Foodborne Illness

**Food poisoning is any illness resulting from the consumption of contaminated food.**
- Pathogenic bacteria, viruses, or parasites that contaminate food.
- 48 million people (1 in 6 Americans) in the U.S. get sick from contaminated food annually.
- Common symptoms range from mild to serious and they include:
  - Stomach ache
  - Nausea
  - Vomiting
  - Diarrhea
  - Fever
  - Dehydration
- Some things that can contribute to foodborne illness are:
  - Inadequate heating
  - Cross-contamination
  - Storage and cooling conditions
  - Contamination of food by wildlife

Get Ready for Foodborne Illness

**Important activities to properly store and handle food**
- Foods that can spoil should be refrigerated or frozen promptly.
- Cook meat to the proper temperature:
  - 145 degrees for roasts, steaks, and chops of beef, veal, pork, and lamb
  - 160 degrees for ground beef, veal, pork, and lamb
  - 165 degrees for poultry
- Wash fruits and vegetables under running water.
- Keep raw meat, poultry, seafood, and their juices away from other foods.
- Wash your hands for at least 20 seconds with warm, soapy water before and after handling raw food.
Get Ready for Pandemic Influenza

- An influenza pandemic is a global outbreak of a new version of the flu virus that can spread easily from person to person.
- Take these steps to protect your health:
  - Cover your nose and mouth with a tissue when you cough or sneeze.
  - Wash your hands often with soap and water, especially after you cough or sneeze.
  - Avoid touching your eyes, nose or mouth. Germs spread this way.
  - Try to avoid close contact with sick people.
  - If you get sick with influenza, stay home from work or school and limit contact with others.
- Have extra supplies on hand:
  - Two-week supply of water and food
  - Continuous supply of your regular prescription drugs
  - Non-prescription drugs and other health supplies (pain relievers, cough and cold medicines)

Get Ready for a Thunderstorm

- Thunderstorms can bring high winds, heavy rains and dangerous lightning, one of the leading causes of weather-related deaths in the United States each year.
- In Illinois, Indiana, and Wisconsin, severe thunderstorms frequently occur in the late afternoon or evening.
- Wisconsin had 290 lightning strikes between 2000 and 2010, resulting in five deaths, 56 injuries, and about $47 million in property damage.
- If you can see lightning, go indoors and wait 30 minutes after you hear the last clap of thunder to go outside.

Get Ready for a Thunderstorm

- Important activities:
  - Remove dead trees and rotten branches that could fail and cause injury or damage.
  - Secure outdoor objects that could blow away or cause damage.
  - Shutters windows and secure outside doors.
  - Postpone outdoor activities if a thunderstorm is likely in your area.
  - Avoid showering or bathing. Plumbing can conduct electricity.
  - Use a corded telephone only for emergencies.
  - Unplug appliances and other electrical items such as computers and turn off air conditioners. Power surges from lightning can cause serious damage.
  - Listen for weather updates from local officials.
Get Ready for a Tornado

- Tornadoes can appear suddenly and without warning.
- These violent storms can pack winds of up to 300 mph and leave destruction in their wake.
- Illinois, Indiana, and Wisconsin average between 23 and 26 tornadoes per year.
- Know the signs that a tornado could be imminent:
  - Dark, often greenish sky
  - A large, gray cloud (funnel-cloud)
  - Loud roar, similar to the sound of a freight train
  - Shrapnel may come off a mobile home near the trailing edge of the funnel or a thundershower.
- Tornadoes may also be indicated by a steady wind.</p>

Get Ready for a Winter Storm

- Winter storms include a variety of weather, including snow or subfreezing temperatures, strong winds and even ice or heavy rain storms.
- At some point every winter, temperatures in this area drop below zero.
- Add supplies to your emergency kit in preparation for the winter weather.
  - Boots to walk on or walkways
  - Sand or kitty litter to improve traction
  - Snow shovels and other snow removal equipment
  - Adequate clothing and blankets to keep you and your family warm.

Know the signs of frostbite and hypothermia

- Frostbite: loss of feeling and white or pale appearance in extremities such as fingers, toes, ear lobes, and the tip of the nose.
- Hypothermia: uncontrollable shivering, memory loss, disorientation, incoherence, slurred speech, disorientation, and apparent exhaustion.

Important activities

- Listen to your radio, television, or NOAA Weather Radio for weather reports and emergency information.
- Wear layers of loose-fitting, lightweight, warm clothing. Wear gloves (or mittens) and a hat to help prevent loss of body heat.
- Make sure your home is well insulated.
- Use extreme caution when using alternative heating sources. Never burn solid fuels (wood, coal, oil) or charcoal in a fireplace, stove, or heater.
- Do not cut off water valves in case a pipe bursts.
- If you plan to drive, prop your vehicle by checking your windshield (frost, battery grinders, ice-and-snow, sand, salt, and lights.)
### Get Ready for a Chemical or Hazardous Material Incident

- Many hazardous materials do not have any odor, and may only be detected once physical symptoms like watering eyes or nausea occur.
- These substances are most often released as a result of transportation accidents or because of chemical accidents in manufacturing plants.
- Stay or go?
  - If an incident occurs and emergency officials inform you to evacuate, do so immediately.
  - If an incident occurs and you are informed to shelter in place, close and lock all exterior doors and windows. Turn off air conditioners and ventilation systems. Go into a pre-selected shelter room above ground.

### Get Ready for a Chemical or Hazardous Material Incident

- Substances can have an immediate effect (a few seconds to a few minutes) or a delayed effect (2 to 48 hours).
- Three methods of exposure:
  - Inhaling the chemical or hazardous material.
  - Ingesting contaminated food, water, or medication.
  - Touching or coming into contact with clothing or things that have come in contact with the substance.
- Important activities:
  - Listen to local radio or television stations for detailed information and instructions.
  - If you witness a hazardous materials incident, spill or leak, call 911, your local emergency number or the fire department as soon as possible.
  - Avoid contact with any spilled liquid materials, airborne dust or condensed solid deposits.
  - Stay upstream, uphill and upwind in case of an incident.

### Get Ready for Cyber Crime

- Cyber security involves protecting infrastructure by preventing, detecting, and responding to cyber incidents.
- Cyber intrusions and attacks have increased dramatically over the last decade.
- Threats are often difficult to identify and understand. Cyber risks include:
  - Viruses erasing entire systems
  - Hackers breaking into systems and altering files
  - Intruders using your computer or device to attack others
  - Intruders stealing confidential information.

### Get Ready for Cyber Crime

- Important activities:
  - Only connect to the Internet over secure, password-protected networks.
  - Do not click on links or pop-up, open attachments, or respond to emails from strangers.
  - Always verify the URL by hand instead of following links if you are unsure of the sender.
  - Do not respond to online requests for personally identifiable information.
  - If you think an offer is too good to be true, then it probably is.
  - Do not use the same password twice, change your passwords on a regular basis.
  - Learn more about cyber security and current virus threats from the Department of Homeland Security’s website on cyber security, or visit your computer security provider’s homepage.
Get Ready for a Nuclear Power Plant Emergency

- Nuclear power plants operate in most states in the country and produce about 10 percent of the nation’s power.
- Nearly 3 million Americans live within 10 miles of an operating nuclear power plant.
- Illinois residents in DeKalb, Gundy and Will Counties could all potentially be affected by nuclear power plants.
- An accident could result in dangerous levels of radiation that affect the health and safety of the public living near the nuclear power plant.
- Three main radiation hazards are:
  - Exposure to the body through contaminated gases and particles
  - Inhaling radioactive materials
  - Ingesting radioactive materials

Get Ready for a Nuclear Power Plant Emergency

- Stay or go?
  - If you are advised to evacuate, do so immediately. Evacuation is simple and safer before the contamination spreads.
  - Have your evacuation plan, and follow recommended routes.
  - If you are not encouragng, shut all windows and doors, turn off the air ventilation system, and move to an interior room of your house.
- Important activities
  - If you live within 10 miles of the power plant, you should receive the information and safety materials.
- Contact your local emergency management department for more information and safety materials.

Get Ready for School and Workplace Violence

- An active shooter is a person who is using a firearm or other weapon with the intent to injure or kill others. Law enforcement personnel will deploy to the location of the active shooter with the primary goal of stopping the shooter.
- Evacuation with an active shooter
  - Have a route planned before attempting to evacuate.
  - Do not attempt to carry anything with you while fleeing.
  - Move quickly and keep your hands visible with palms upraised, as you exit the building.
  - Evacuate to a safe location, but do not leave the site unless directed to do so.
  - Always comply with commands from law enforcement officers.

Get Ready for School and Workplace Violence

-amoto: anything that makes you aware of the situation
  - Sudden
  - Unnatural
  - Witnessing the incident
  - Phone, email or text alert
- Lockdown: A area secure point from which to make survival decisions.
  - Keep a route planned before attempting to evacuate.
  - Do not attempt to carry anything with you while fleeing.
  - Move quickly and keep your hands visible with palms upraised, as you exit the building.
  - Evacuate to a safe location, but do not leave the site unless directed to do so.
  - Always comply with commands from law enforcement officers.
- Escape: Remove yourself from the danger zone.
  - Decide if you can safely evacuate.
  - Do not stop running until you are far away from the area.
Get Ready for a Terrorist Attack

- Terrorism is the unlawful use of force or threat of force by a person or group. The goal is to intimidate or coerce societies or governments.
- By planning how to respond to a terrorist attack, you can greatly improve your chances of survival.

<table>
<thead>
<tr>
<th>Type of Attack</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biological</td>
<td>The deliberate release of microorganisms that cause disease.</td>
</tr>
<tr>
<td>Chemical</td>
<td>The deliberate release of toxic gases, liquids, or solids that can cause widespread harm.</td>
</tr>
<tr>
<td>Radiological</td>
<td>The spread of harmful radiation through an explosion such as a &quot;dirty bomb.&quot;</td>
</tr>
<tr>
<td>Nuclear</td>
<td>The deliberate detonation of a nuclear device resulting in intense light, heat, radiation, and nuclear damage.</td>
</tr>
<tr>
<td>Explosive</td>
<td>The use of explosions to cause mortal injury or destruction of property.</td>
</tr>
</tbody>
</table>

Get Ready for a Radiological Attack

- A radiological attack is the spreading of radioactive material with the intent to do harm.
  - Radioactive materials could be used in a "Radiological Dispersal Device" (RDD). Most dirty bombs and other RDDs have very localized effects, ranging from less than a city block to several square miles.
  - Radiological Dispersal Devices are most likely to be used to:
    - Contaminate facilities or places where people live and work, disrupting lives and livelihoods.
    - Cause anxiety in those who think they are being, or have been, exposed.

Get Ready for a Radiological Attack

- Stay or go?
  - If you are advised by local officials to shelter in place, stay inside your home or office and protect yourself there.
  - If you are advised to evacuate, if possible, do so immediately. Don’t forget to lock your home and evacuate your pets with you.

- Important activities
  - If you receive a bank threat, try to get as much information from the caller as possible. Call 911 and report it to the police immediately.
  - Check your windows and doors for signs of perforation.
  - Never return to an address or a street address that can’t be verified as legitimate.
  - Know your state to act on that is not the return address.
  - Do not attempt to return packages.
  - Your agent to be at your address.

- If you are advised not to shelter:
  - Choose a safe place, and stay there.
  - Use time, distance, and shielding to protect yourself and your family during an attack. Following any radiological explosion, you should:
    - Minimize the time you are exposed to the radiation materials from the dirty bomb.
    - Maximize your distance from the source; walking over a short distance from the source can provide significant protection since the radiological effect is roughly logarithmic with distance from the source.
    - Shield yourself from external exposure and inhalation of radioactive material.
### Additional Information – General Population
- FEMA [www.ready.gov](http://www.ready.gov)
- State Emergency Management Agency
- Local Emergency Management Agency
- Gear Up, Get Ready! [www.gearupgetready.org](http://www.gearupgetready.org)
- If you see something, say something [www.dhs.gov/if-you-see-something-say-something](http://www.dhs.gov/if-you-see-something-say-something)

**Slide Content**
- State Emergency Management Agency
- Local Emergency Management Agency
- Gear Up, Get Ready! - [www.gearupgetready.org](http://www.gearupgetready.org)
- If you see something, say something – [www.dhs.gov/if-you-see-something-say-something](http://www.dhs.gov/if-you-see-something-say-something)

**Course Facilitator Instructions**
- Provides links to general emergency management agency websites, including the Federal, State, and local websites.
- Consider adding additional links to local partner organizations, such as the American Red Cross or Health and Human Services organization.

### Additional Information – Disabilities / Access and Functional Needs populations

**Slide Content**
- American Red Cross: Preparing for Disasters for People with Disabilities and Other Special Needs [http://www.redcross.org/images/MEDIA_CustomProductCatalog/m4240199_A4497.pdf](http://www.redcross.org/images/MEDIA_CustomProductCatalog/m4240199_A4497.pdf)

**Course Facilitator Instructions**
- This is an optional slide.
- It provides links and resources specific to those with disabilities or access and functional needs.
## Additional Information – Seniors

<table>
<thead>
<tr>
<th>Slide Content</th>
<th>Course Facilitator Instructions</th>
</tr>
</thead>
</table>
| - American Red Cross: Disaster Preparedness, For Seniors, By Seniors ([link](http://www.redcross.org/images/MEDIA_CustomProductCatalog/m4640086_Disaster_Preparedness_for_Srs-English.revised_7-09.pdf))  
- Centers for Disease Control: Emergency Preparedness for Older Adults ([link](http://www.cdc.gov/aging/emergency/preparedness.htm)) | - This is an optional slide.  
- It provides links and resources specific to senior preparedness. |

## Additional Information – Pet Owners

<table>
<thead>
<tr>
<th>Slide Content</th>
<th>Course Facilitator Instructions</th>
</tr>
</thead>
</table>
| - American Society for the Prevention of Cruelty to Animals Disaster Preparedness ([link](http://www.aspca.org/pet-care/disaster-preparedness/))  
- Humane Society: Make a Disaster Plan for Pets ([link](http://www.humanesociety.org/issues/animal_rescue/tips/pets-disaster.html)) | - This is an optional slide.  
- It provides links and resources specific to pet preparedness. |
### Get involved

- Take action in your neighborhood – if you have an elderly neighbor or a neighbor with a disability, talk to them about their preparedness and how you can help!
- Take Community Emergency Response Team training or other training offered by your jurisdiction.
- Take CPR Training or first-aid training.
- Identify how to get involved in your community, faith-based organization, or service organization.

### Slide Content

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- Take CPR Training or first-aid training.
- Identify how to get involved in your community, faith-based organization, or service organization.

### Course Facilitator Instructions

- This is an optional slide.
- Customize this slide to your community. This may include listing upcoming dates for Community Emergency Response Team training or Red Cross training.
- Remember to tailor this to your audience. For example, a group of parents may want to know how to get involved in emergency preparedness at their children’s school or day-care organization.

### Questions

**Do you have any questions about anything covered in this module?**

### Course Facilitator Instructions

- Allow participants to ask any questions.
- Consider including your contact information on this slide.

Next, course facilitators will participate in a preparedness activity.
ILLINOIS – INDIANA – WISCONSIN REGIONAL CATASTROPHIC PLANNING TEAM (IL-IN-WI RCPT)

CITIZEN PREPAREDNESS TRAIN-THE-TRAINER COURSE

MODULE 7: ACTIVITY
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Learning Objectives/Performance Outcomes

- This unit provides an opportunity for facilitators to demonstrate their knowledge of preparedness data.
- Alone or as a group, facilitators will develop a mini-presentation on the importance of being prepared.
Module 7: Activity

<table>
<thead>
<tr>
<th>INSTRUCTIONS</th>
<th>EXAMPLES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alone or as a group, prepare a brief presentation on how an individual or household can be prepared. The presentation should cover:</td>
<td>Consider providing basic preparedness information for the following types of hazards:</td>
</tr>
<tr>
<td>• What to prepare for (i.e. the type of hazard that the individual might face).</td>
<td>• Flooding</td>
</tr>
<tr>
<td>• Why it is important to prepare.</td>
<td>• Fire in their home</td>
</tr>
<tr>
<td>• An overview of a basic preparedness action that can increase preparedness (i.e. filling out the emergency card).</td>
<td>• Winter weather</td>
</tr>
<tr>
<td>Participants should take no more than 5 minutes.</td>
<td>• Tornado</td>
</tr>
<tr>
<td></td>
<td>• Pandemic Flu</td>
</tr>
<tr>
<td></td>
<td>You may also consider more creative hazards / threats such as:</td>
</tr>
<tr>
<td></td>
<td>• Zombie apocalypse</td>
</tr>
<tr>
<td></td>
<td>• Alien invasion</td>
</tr>
<tr>
<td></td>
<td>• A contagious case of the giggles</td>
</tr>
</tbody>
</table>