

## Disaster Plan Examples:

The letters below correspond with the letters in the Regulation. The statements in bold correspond with the template.

(a) **We will evacuate our home by...**

**Our designated alternate location where we would reside is...**

For example: the adults will locate all children in the home and inform them that we must evacuate, I will gather any critical items, we will all exit the home in a group if possible, and otherwise meet at a designated point outside/at the car, then load everyone in the car, and leave to our identified alternate location (hotel, parent's house, etc. – make sure you put the address of the alternate location if applicable) Prior to leaving, so-and-so will perform a last check of the home to ensure all children and necessary medications/supplies have been evacuated.

If you have babies that need to be carried or children with special needs, include how you would ensure that those children make it to the designated meeting point.

(b) **If an evacuation is necessary while one of the children is at school, I will...**

For example, I will contact the school by phone and ensure that the child is at school/is safe/has not been evacuated to an alternate location, and inform the school that I am on the way to pick up the child, if possible. If I am unable to get to the school due to a disaster, I will ensure that I know the location of the child and who is supervising the child, as well as develop a plan with that person/entity of how I will retrieve the child when possible. If the disaster is not affecting the school, I will contact the school to inform them that I will be coming to pick up the child, and ensure that the child is not sent home on the school bus.

If the disaster is not affecting the school/alternate location, I would...for example, inform the responsible party at the alternate location that we had to evacuate our home, and develop a plan to retrieve the child when possible.

Different children may require different plans. Include information about special needs, if applicable.

Also, make a general plan for if the child is at any other theoretic alternate location.

(c) **Important Telephone Numbers:**

- WCHSA main line: 785-8600
- Foster child/ren's case worker/s:
- Staff of foster home (if applicable):
- Non Primary Caregiver/s (if applicable):

- Alternate child placing agency (if applicable):
- Licensing Worker:
- Alternate telephone numbers for the licensing authority: 337-4470
- In the event of a natural disaster, please contact the American Red Cross Emergency Line at 775-856-1000
- Additional important phone numbers, police departments, etc.:

**(d) If possible, I will communicate with the person/entity having physical custody of the foster child/ren in the home by...**

Example: By calling and/or emailing the child/ren's assigned case worker. If possible, I will maintain contact with the case worker via email and provide updates during and after the evacuation. If I am unable to reach the case worker, I will contact their supervisor or the main agency phone line.

**(e) I will receive information from emergency management personnel by...**

Example: contacting the American Red Cross Emergency line, listening to the emergency broadcasting system via television or radio, obtaining information online, or contacting alternate sources as applicable.

**(f) List of critical items to take:**

May include – medications, medical supplies, Medicaid cards, placement letter, clothing, cell phone and charger, wallet, necessary information about the child, diapers, food and water, important phone numbers, items needed to meet a child's special needs, etc.

**(g) I will make services to address emotional impact available to the foster children by....**

Example, I will provide emotional support to the child during and after the emergency. I will make services to the child available by taking the child to therapy appointments, encouraging the child to speak to their school counselor, informing the child's case worker of any perceived emotional trauma. If possible/applicable, I will contact the child's therapist by phone during the emergency. If any other services are available to the child during the emergency, I will allow the child to access such. I will allow the child to contact relatives by phone during the emergency, as applicable/appropriate.