



**PLAN  
TO+BE  
READY**



# The Hawai'i Family Guide to Health Emergencies

Complete the worksheets in this booklet today  
to keep your family connected and protected!



*Aloha.* The Hawaii State Department of Health is pleased to offer this practical guide to encourage everyone to be prepared in the event of a public health emergency. We hope you will use the helpful information and instructions in this booklet to better prepare and protect yourself and family against any health emergencies. Mahalo for doing your part to keep Hawaii safe and healthy.



***Promoting lifelong health and wellness.***

The Hawaii State Department of Health developed Plan to Be Ready with contributions from the Adult Community Care Services, Maui Branch; American Medical Response; American Red Cross, Hawaii State Chapter; American Society for the Prevention of Cruelty to Animals; Department of Education; Department of Housing and Human Concerns; Department of Human Services; Hale Makua Home Health; Hawaii State Civil Defense; Hawaii State Department of Health; Hawaiian Electric Company; Hospice Maui; Kaunoha Senior Services; Los Angeles County Office of Emergency Management, Federal Emergency Management Agency (FEMA); Maui County Civil Defense Agency; Maui County Department; Maui District Health Office; Maui Economic Opportunity; Maui Electric Company; Maui Humane Society; Maui Memorial Medical Center; Maui Voluntary Organizations Active in Disasters (VOAD); Office on Aging (County of Maui); Roselani Place; San Francisco Office of Emergency Services and Homeland Security; U.S. Centers for Disease Control and Prevention; the U.S. Department of Homeland Security. Mahalo to everyone who contributed time and information to this booklet!

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Public health emergencies are events that can lead to widespread illness, injury and even death. Examples include natural disasters, bioterrorism, infectious disease and chemical exposure.

## Why are health officials concerned about you?

Health officials are concerned because public health emergencies have happened before and will happen again. In an emergency many people could get sick and die and few people are prepared. According to the Red Cross, only 20 percent of Americans say they are prepared for emergencies.

Many families mistakenly believe that policemen, firemen, hospitals and doctors will be available at all times. But in a severe public health emergency, like pandemic flu, those services may be limited or unavailable. Pandemic flu is not like any other kind of flu. No one has immunity and everyone is affected when large numbers of people get sick.

Health officials worldwide believe we may be due for a flu pandemic (a worldwide outbreak). Concern is focused on an unusual avian (bird) flu virus called H5N1. Almost all H5N1 cases occur in birds but since 2005, more than 200 people have gotten the disease<sup>[1]</sup>. More than half of them have died. Officials believe close or direct exposure to infected birds caused most of the cases. Some clusters of infection within families are being investigated, but there are no reports of sustained human-to-human transfer. However, H5N1 could evolve to spread easily among people and cause a flu pandemic.

Although no one knows when the next flu pandemic will strike or whether H5N1 will be the cause, the Hawaii State Department of Health is actively planning for a flu pandemic and so should you.



## SEASONAL FLU

Seasonal (or common) flu is a respiratory illness that can be transmitted from person to person. Most people have built up some immunity to seasonal flu. A vaccine is also available to help prevent the most serious complications.



## AVIAN FLU

Avian (or bird) flu viruses occur naturally in wild birds. Health officials are watching the H5N1 bird flu. In rare cases it can be transmitted from birds to humans. There is no human immunity to this virus and no vaccine is available.



## PANDEMIC FLU

Pandemic flu is a new and dangerous influenza virus that spreads through drops of saliva and mucus (e.g. coughs and sneezes). Because most people have little or no immunity to it, pandemic flu spreads easily from person to person. **Currently, there is no pandemic flu.**

## What might happen in a public health emergency?

In an emergency you might be asked to avoid crowds or remain in your home. Large public gatherings may be cancelled or postponed. You may even be ordered off the streets. These steps are meant to keep you safe and healthy.

Officials call these strategies social distancing, isolation and quarantine.

- **Social distancing** asks people to stay at least three feet away from others. Examples of social distancing include using teleconferences instead of face-to-face meetings or canceling public events.
- **Isolation** is the separation of sick people from healthy ones. Isolated people can be cared for in homes, hospitals or special alternate care facilities. Isolation is usually voluntary but can be mandatory.
- **Quarantine** is the separation of healthy people who have been exposed to an illness. Quarantine can be voluntary or mandatory and often applies to groups of people.

Remember, some germs can spread easily from person to person through coughs, sneezes, handshakes and other traditional greetings (e.g. a kiss on the cheek or hug). If you are sick, you should avoid these common courtesies. It takes everyone's cooperation to keep Hawaii safe and healthy.



A

## How can you help prevent the spread of illnesses?

Protecting our islands from disease requires cooperation and teamwork. Here are some basic steps you and your family can take to stay safe and healthy.



B

### *A. Get a flu vaccine each year.*

Flu vaccine is not just for the very young, very old or medically fragile. Flu vaccine prevents illness in healthy adults too. The Hawaii State Department of Health recommends vaccinations every fall, for everyone. Hawaii's flu season can peak in February or even later.

### *B. Cover your cough, differently.*

Avoid using your hands to cover your mouth. Cough or sneeze into your elbow or a tissue, then throw used tissues away. This helps prevent the spread of germs.



C

### *C. Wash your hands often and use hand-sanitizing gels.*

Kill germs on your hands by washing with soap and water for 20 seconds or more. Carry a small container of hand sanitizing gel to use when soap and water are not available.



D

### *D. Get regular check-ups, exercise and eat right.*

Get active, eat right and reduce stress. Your body is best able to fight disease when it is healthy. Ask your primary health care provider for tips. Team up with friends and family to make exercise more fun!

### *E. Stay home when you are sick.*

If you feel ill or have cold or flu-like symptoms (runny nose, congestion, cough, muscle aches, fever or exhaustion), stay home and get well before returning to work or school. If you are well, keep your distance from people who are sick.



E

# How can you prepare for a public health emergency?

## *Plan for Your Emotional Health and Safety*

Public health threats can cause people to feel fearful and nervous, even if no one they know gets sick or injured. Serious illness and death are difficult things. Before a disaster strikes, talk about the emotional toll your family might face. Discuss these signs of stress and think about how you can help each other cope.

## *Signs of too much stress*

- Increased sadness or anger
- Trouble sleeping
- Lack of focus
- Increased frustration
- Difficulty talking to others
- Unexplained pain or sickness (no medical cause)
- Trouble getting along with others

## *Ways to ease stress*

- Acknowledge feelings, even negative ones, by talking openly. It helps recovery.
- Allow keiki to express themselves. Laughter and play can help children sort out their feelings.
- Focus on family strengths: what you do well. Use success stories to build confidence.
- Understand that everyone copes and reacts differently in an emergency.
- Be willing to accept help from others, even if you've never done so before.
- Create a routine. Structure helps people feel normal.
- Help others sort through rumor and fact. Answer questions honestly.
- Cuddle or play with a pet. Animals need comfort, and they give it, too.



### ***Plan for Your Physical Health and Safety***

Having a Family Emergency Plan is also very important. Choose emergency meeting places and shelters, and test your plan to see how it works. Emergencies can strike at any time with no warning. Your home or office may or may not be the safest place to be. Shelter options you might consider include:

- ***Sheltering in place*** – This means staying where you are, indoors, until officials tell you it is safe to leave.
- ***Sheltering with family or friends*** – If your house is not safe in a hurricane or other disaster and you know someone with a safer house, ask to stay at their home.
- ***Going to a shelter*** – Sometimes the safest place for families to be is an emergency shelter. In a disaster, shelter locations will be announced on the radio and television.

Your family can stay safe by working together and planning in advance. Use the worksheets in this booklet to make your plan.

### ***Don't forget your pets!***

Pets need your help to stay safe in an emergency. Use the worksheets on pages 10 and 15 to help your pet cope with disasters.



## Basic Household Information

Write basic information about your family on the worksheet below. Be sure to include phone numbers stored in your cell phone in case you lose it or run out of power. Update this list as needed.

<b>Family name:</b>			
<b>Address:</b>		<b>Date:</b>	
		<b>Home Phone:</b>	
<b>First / Last name</b>	<b>Age</b>	<b>Sex</b>	<b>Cell Phone</b>
<b>Neighborhood meeting place:</b> If you need to leave home, where will you go (close by)?		<b>Out-of-neighborhood meeting place:</b> If you can't get home, where will you go (further away)?	
<b>Local contact:</b> If you can't get to the meeting place and can't reach each other by phone, who will you call?		<b>Off-island contact:</b> If you can't get to a meeting place, call each other or reach your local contact, who will you call?	
<b>Shelter #1:</b> Identify an emergency shelter near your home.		<b>Shelter #2:</b> Identify an emergency shelter near your school/work.	

<b>Pet name(s)</b>	<b>Owner</b>	<b>Type/Description/ID#</b>	<b>Daily food intake</b>	<b>Special needs/Medications</b>

## Family Medical History

Organize health information for each family member and record it here. Be sure to include ALL of your prescriptions, including eyeglasses and hearing aids, and print clearly so others can easily read your writing. If you need more space, make copies of this page.

Patient name	Medications			Dose	Frequency
<b>Medical conditions:</b>					
<b>Doctor(s) or clinics:</b>					
<b>Allergies</b>	<b>Contact lens Rx</b>	<b>R</b>	<b>L</b>	<b>Hearing aid type</b>	<b>Battery type</b>
	<b>Eyeglasses Rx</b>	<b>R</b>	<b>L</b>		

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	<b>Eyeglasses Rx</b>	<b>R</b>	<b>L</b>		

## Health Insurance Information

Insurer	Address	Phone numbers		Policy number
Medical insurance:		Gen. info		
		Claims		
Medical insurance:		Gen. info		
		Claims		
Medical insurance:		Gen. info		
		Claims		
Medicaid or Medicare		Gen. info		
		Claims		
Prescription drug plan		Gen. info		
		Claims		
Dental insurance		Gen. info		
		Claims		
Vision/Eye insurance		Gen. info		
		Claims		
Disability insurance		Gen. info		
		Claims		

## Health Care Providers

Include the names and phone numbers of any other caregivers here. Also identify a back-up service provider for critical needs like food and oxygen.

	Name	Phone	Service/comment
Doctor:			
Doctor:			
Clinic:			
Clinic:			
Hospital:			
Dentist:			
Eye Doctor/Optician:			
Pharmacy:			
Pharmacy:			
Home health aid or specialty care giver:			
Home health aid or specialty care giver:			
Home health aid or specialty care giver:			

## Important Numbers

Keep the following numbers handy so you don't have to look for them in an emergency.

	Name	Phone	Comment(s)
School:			
School:			
School:			
Work:			
Work:			
Work:			
Work:			
Babysitter:			
Babysitter:			
After school program:			
Day care:			
Other:			
Other:			
	Name	Phone	Comment(s)
Homeowner/Renter insurance:			
Car insurance:			
Life insurance:			
Lawyer:			
Other:			
Other:			

## Assemble Your Emergency Supplies

Water, electricity, phone and natural gas services are often limited in a disaster. Stores may close and, if they open, supplies may be limited. It could take weeks for Hawaii stores to be restocked. It's a good idea to keep your emergency kits packed and ready to go at all times.

First, prepare a home survival kit in case you need to shelter in place for a while. At minimum, make sure you have water, food, first aid supplies, clothing and bedding, tools and special items for medical conditions. A two week supply is recommended. If you can afford to do more, add sanitation and entertainment supplies. You can store your kit in a large, covered trash container, plastic storage box with lid and wheels, a camping backpack or duffle bag.

Next, make a portable "go kit" with items that you would likely need during an evacuation. These items should last two to three days. A waterproof backpack is a great storage container. You could also use a bag on wheels or a five-gallon bucket with lid.

Finally, make sure you store emergency supplies in several places. You never know when or where disaster will strike.

On the next page, there's a list of what to include in your kit(s).



## Emergency Supplies Checklist

- Water stored in plastic containers**  
One gallon per person, per day is good, more is better.
- Non-perishable food**  
Ready-to-eat canned goods including: meat, fish and poultry, fruits, vegetables, and soup as well as juice, staples (salt, sugar, pepper, spices, etc.), energy bars, vitamins, food for infants, and favorite snacks
- Clothing and bedding**  
One complete change of clothes per person, diapers for babies, sturdy shoes or work boots, rain gear, blankets or sleeping bags, hat and gloves, sunglasses
- First Aid kit**  
Include band-aids, alcohol wipes, antibiotic cream and other wound-care supplies.  
Add non-prescription drugs such as Ibuprofen or aspirin, antacids, ipecac or activated charcoal (to induce vomiting), laxatives or stool softeners.
- Prescription medications**  
Include prescription medications such as insulin, heart and blood pressure medications, even an extra pair of glasses. (NOTE: Prescription medications expire and need to be rotated).
- Tools and supplies**  
Emergency preparedness manual, important documents (birth certificates, Social Security Cards, insurance policies, etc.), paper cups, plates, and plastic utensils, battery-operated radio and extra batteries, flashlight and extra batteries, cash or traveler's checks, change, manual can opener, utility knife, gloves, fire extinguisher, tent, pliers, duct tape, compass, waterproof matches, aluminum foil, plastic storage containers, signal flare, paper, pencil, sewing kit, medicine dropper, wrench, whistle, plastic sheeting, map
- Sanitation**  
Toilet paper, wet wipes, soap, liquid detergent, feminine supplies, deodorant, toothpaste or denture supplies, toothbrush, plastic garbage bags and ties, plastic bucket with tight lid, disinfectant spray, sunscreen and mosquito repellent, household bleach

## Supplies for Pets

Pets, like people, need emergency supplies too. Here are some things you might want to keep in your pet's emergency kit.

- Water and food (a 1-2 week supply of canned food and bottled water)
- A two-week supply of medications (Prescription medications expire and need to be rotated.)
- Copies of your pet's medical records
- Disposable litter trays for cats plus cat litter or paper towels
- Plastic bags for waste disposal
- A traveling bag, crate or carrier to hold your pet plus crate liners
- A harness and leash (harnesses are recommended for safety)
- A long leash and yard stake, especially for large dogs
- Toys
- Feeding bowls
- Recent photos of your pet(s)
- A blanket for warmth
- Veterinarian contact information

## Additional Resources

**Aloha United Way Call Center** ..... Call 2-1-1

**American Red Cross** ..... [www.redcross.org](http://www.redcross.org)

**American Society for the Prevention of Cruelty to Animals (ASPCA)** ..... [www.asPCA.org](http://www.asPCA.org)

### **Civil Defense Agencies**

- **Hawaii State Civil Defense** ..... [www.scd.hawaii.gov/](http://www.scd.hawaii.gov/)
- **Hawaii County** ..... [www.hawaiiCounty.gov/civil-defense/](http://www.hawaiiCounty.gov/civil-defense/)
- **Kauai County** ..... [www.kauai.gov/Government/Departments/CivilDefenseAgency/  
tabid/90/Default.aspx](http://www.kauai.gov/Government/Departments/CivilDefenseAgency/tabid/90/Default.aspx)
- **Maui County** ..... [www.co.maui.hi.us/index.aspx?nid=70](http://www.co.maui.hi.us/index.aspx?nid=70)
- **City and County of Honolulu** ..... [www1.honolulu.gov/dem/](http://www1.honolulu.gov/dem/)

**County District Health Offices** ..... [www.hawaii.gov/health/neighbor](http://www.hawaii.gov/health/neighbor)  
[www.mauiready.org](http://www.mauiready.org)

**Hawaii State Department of Health** ..... [health.hawaii.gov](http://health.hawaii.gov)

**U.S. Centers for Disease Control and Prevention** ..... [www.cdc.gov](http://www.cdc.gov)

**U.S. Department of Health and Human Services** ..... [www.flu.gov](http://www.flu.gov)

**U.S. Department of Homeland Security** ..... [www.ready.gov](http://www.ready.gov)

**U.S. Federal Emergency Management Agency (FEMA)** ..... [www.fema.gov](http://www.fema.gov)



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