

## Assisted Living Facilities Emergency Checklist

Emergencies happen, and the right time to prepare is before they do. It is important to have supplies and a plan in case of an emergency. Make sure to keep staff informed on the procedure in case of an emergency, as well as the residents, and families. Keep this checklist in an area it is easily accessible.

### BEFORE AN EMERGENCY

Stock your emergency kit and go-bag with:

### EMERGENCY COMMUNICATION

- Satellite phone
- Important contact information for families, 911, fire rescue, etc.
- AM/FM Radio/ NOAA Weather Radio (extra batteries)
- \_\_\_\_\_
- \_\_\_\_\_

### MEDICAL NEEDS

- First aid kit
- Medications for at least one week
- Extra eyeglasses/contact lenses
- Necessary medical equipment with backup batteries
- \_\_\_\_\_
- \_\_\_\_\_

### CRITICAL DOCUMENTS

- Photo ID's
- Resident's medical records
- Resident's personal records
- Property records
- Waterproof, portable container for documents
- \_\_\_\_\_
- \_\_\_\_\_

### TOOLS & SAFETY ITEMS

- Flashlight
- Multi-purpose tool
- Matches or lighter in water-proof container
- Whistle
- \_\_\_\_\_
- \_\_\_\_\_

### FOOD/SUPPLIES

- At least a 3 day supply of water
- At least a 3 day supply of non-perishable food
- \_\_\_\_\_
- \_\_\_\_\_

### HYGIENE/SANITATION

- Soap, sanitizer, or disinfectant
- Toilet paper
- Paper towel or moist towelettes
- Toothbrush/toothpaste/denture cleaner
- \_\_\_\_\_
- \_\_\_\_\_

### PROTECTIVE GEAR/CLOTHING

- Blankets/sleeping bags
- Extra shoes
- Extra coats/warm clothes
- \_\_\_\_\_
- \_\_\_\_\_

### COMFORT/PRICELESS ITEMS

- Books or puzzles
- Family pictures
- Items of sentiment
- Favorite pillow or blanket
- \_\_\_\_\_
- \_\_\_\_\_

### DURING AN EMERGENCY

The nearest hospital is:

\_\_\_\_\_

Have family meet at:

\_\_\_\_\_

In case of evacuation, grab your go-bag. Use evacuation route:

\_\_\_\_\_

The closest shelter is:

\_\_\_\_\_

Keep these important phone numbers on hand:

Family member's name:

\_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Local contact's name:

\_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Out of state contact's name:

\_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Primary physician's name:

\_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Hospital's phone number:

\_\_\_\_\_

Red Cross's Helpline: 1-800-733-2727  
FEMA's Helpline: 1-800-621-FEMA  
TTY: 1-800-462-7585  
VRS: 1-800-621-3362

If you have any suggestions to add to our list, feel free to contact us at [sales@satmodo.com](mailto:sales@satmodo.com). This is just a suggestion, and although all items are highly suggested, they are not all required.