



# NORTHAMPTON COUNTY

## Department of EMERGENCY MEDICAL SERVICES



### STANDARD OPERATING GUIDELINES

<b>TOPIC: Individual Readiness Checklist</b>	<b>SOG #: 2.21.3</b>
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<b>Status: ACTIVE</b>	<b>Written: 11/01/2008</b>
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## PURPOSE

Personnel reporting for duty during hurricane conditions are subject to remain on duty for extended periods of time. In addition to protective clothing and required uniforms, personnel should report for duty with a sufficient quantity of nonperishable food, clothing, and personal hygiene items to sustain them for a minimum of seventy-two (72) hours.

## SCOPE

All Northampton County Department of EMS (NCEMS) personnel

## CONTENT

### *PRE-EVENT PLANNING*

#### Prepare your Property

- Prepare Your Home/Property
- Secure/Store Items from Yard
- Trim loose/dead branches from trees
- Secure windows with storm shutters/plywood
- Remove satellite dishes/antennae
- Clean out gutters
- Stack sandbags around exterior doorframes
- Turn off utilities (gas, electricity, water, etc)

#### Assemble Important Documents

- Insurance documents
- Medical Records
- Bank Account Numbers
- Social Security Card/I.D.
- Proper Identification

#### Pack Personal Essentials

- Cash, Credit Cards
- Spare Keys
- Cell Phone/Auto Charger
- Portable Radio (fully charged) & AC Charger
- Uniforms (3 days worth)
- Blankets/Pillows/Air Mattress (if available)
- Toiletries/Medications
- Eyeglasses/Contacts



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#### Don't Forget

- Fill you vehicle with gas well in advance
- Plan for safety of family ~ Decide Whether your Family Stays or Goes
- Prepare your **Emergency Supply Kit**

#### Emergency Supply Kit Suggestion List

- Special diet foods for restricted diets
- Ready-to-eat canned foods; such as vegetables, soup, stew, fish, meat, fruits and fruit juices, bread, crackers, cookies and other baked goods
- High energy food such as peanut butter, jelly, granola bars, dried fruits and nuts, trail mix, cheese spreads, and hard candy
- Condensed or long-storage milk
- Battery operated radio with spare batteries
- Battery operated flashlights and lanterns with spare batteries and bulbs
- Mosquito repellent
- Absorbent towels or rags