

## **SUPPORT ANNEX EVACUATION**

### **I. Introduction**

Emergencies or disasters may occur that require the evacuation of people from hazard areas to areas of lower risk. During emergencies such as floods, hazardous materials spills or releases, accidents or threats involving radiological materials, major fires, dam failures, and others, County emergency responders or EOC personnel may determine that the evacuation of all or part of the county is prudent to minimize loss of life.

The basic approach to any evacuation is the same regardless of the type of threat. It is necessary to determine the area at risk, then to compare the risks associated with evacuation with the risks of leaving the threatened population in place.

We must be prepared to conduct both small-scale and large-scale evacuations at all times of the day both from known hazard areas and from unexpected incident locations. A General Evacuation Checklist, provided in Appendix 1, has been developed to guide the execution of evacuation operations.

#### **A. Purpose**

The purpose of this annex is to provide for the orderly and coordinated evacuation of all or any part of the population of Guernsey County if it is determined that such action is the most effective means available for protecting the population from the effects of an emergency situation.

#### **B. Scope**

1. Several emergency situations may require evacuation of all or part of the County. Small-scale, localized evacuations may be needed as a result of a hazardous materials incident, major fire, or other incident. Large-scale evacuation may be needed in the event of a county-wide disaster. The basic approach to evacuation is the same regardless of the type of threat.
2. For the purposes of this annex, an evacuation is the removal of persons from the path of a threat prior to impact, and removal of victims from an area impacted by a hazard is considered a rescue, and will be conducted according to this annex.
3. The use of in-place sheltering is also considered a part of the evacuation process and is outlined and defined in this annex.

#### **C. Policies**

1. The individual ordering the evacuation shall be called the Evacuation Official (EO). If an individual other than the IC orders the evacuation, the EO coordinates this order with the IC.
2. Before ordering an evacuation, the EO will consider in place sheltering as an alternative.
3. When time allows, all evacuation orders will be coordinated with the County Commissioners, Mayor, or Township Trustees of the affected jurisdiction before they are released to the public.
4. Vehicles experiencing mechanical problems during the evacuation will be moved off the roads. Stranded evacuees will be picked up by other evacuating vehicles, or by emergency response personnel.
5. Officials shall monitor the progress of the evacuation, so any impediments to the evacuation can be recognized and contingency options implemented.

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### **II. Situation and Assumptions**

#### **A. Situation**

1. There are a wide variety of emergency situations that might require an evacuation of all or part of the county.
2. An evacuation may require substantial physical resources for transportation, communication and traffic control. Available public and private resources have been identified.
3. Large-scale disasters may necessitate the rapid evacuation of nursing/rest homes and non-ambulatory populations.

#### **B. Assumptions**

1. Sufficient warning time will normally be available to evacuate the threatened population.
2. Most evacuees will use their personal vehicles to evacuate; however, transportation may need to be provided for evacuees without personal vehicles.
3. Particular areas of the County, or special populations within the County, will need additional time to accomplish an evacuation.
4. The public will both receive and understand official information related to evacuation. The public will act in its own interest and will evacuate dangerous areas promptly when advised to do so.
5. During most emergency conditions for which there is advance warning, some residents in the threatened areas will evacuate their homes before being ordered to do so by public officials.
6. Most evacuees will seek shelter with relatives or friends rather than accept public shelter.
7. Some residents may refuse to evacuate regardless of warnings.
8. Some people will lack transportation. Others who are ill or disabled may require vehicles with special transportation capabilities.
9. Some evacuation planning for known hazard areas can and should be done in advance.

### **III. Concept of Operations**

#### **A. Organization**

1. The Incident Commander will normally determine the need for, organize, and conduct limited evacuations in the immediate vicinity of the incident site.
2. Local law enforcement coordinates traffic control along evacuation routes.
3. The Emergency Management Agency coordinates operations beyond the incident site, such as arranging for the activation of shelter and mass care facilities, and advising the County Commissioners and Chief Elected Officials of the affected jurisdiction(s) of the evacuation.
4. The EMA Director, in coordination with the affected CEOs and the Salvation Army/American Red Cross, determines where to relocate the evacuees.
5. If necessary to evacuate residents out of the county, the EMA Director coordinates with the EMA of the hosting county to ensure there are sufficient shelters.

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### **B. Authority**

#### **1. Evacuation Order**

- a. The ultimate responsibility for ordering an evacuation rests with local government.
- b. The Ohio Revised Code authorizes township and municipal police, fire departments, and the County Sheriff the power to protect the lives and property of the citizens in their jurisdiction.
- c. Ohio Attorney General's Opinion #1532 states that county law or fire officials have the authority to evacuate persons from an area under their jurisdiction in order to minimize the effects upon the civil population of an attack or other disaster.
- d. The following have the authority to order an evacuation during an emergency
  - (1) Chief Elected Officials (CEOs)
  - (2) The County Sheriff
  - (3) Municipal Chiefs of Police
  - (4) Fire Chiefs
  - (5) County EMA Director (Ohio Attorney General's Opinion #1532)
- e. According to Federal Law, no one has the legal authority to force citizens to evacuate their homes against their will, unless they are obstructing emergency operations. Officials can, however, enforce an evacuation of public facilities, or places of business. In addition, law enforcement officers may arrest or take into protective custody persons who have violated an established perimeter, or who interfere with responders.

#### **2. Criteria**

- a. In planning for evacuation, the characteristics of the hazard and its magnitude, intensity, speed of onset, and anticipated duration are all significant factors. This will determine the number of people to be evacuated; the distance people must be moved to ensure their safety, the need for reception facilities, and the extent of traffic control and security required.
- b. There are a wide variety of emergency situations that might require an evacuation of portions of the local area.
  - (1) Limited evacuation of specific geographic areas might be needed as a result of a hazardous materials transportation accident, major fire, natural gas leak, or localized flash flooding.
  - (2) Large-scale evacuation could be required in the event of a major hazardous materials spill, terrorist attack with chemical agent, [extensive flooding, or Dam Failure].
- c. Evacuation planning shall resolve the following questions:
  - (1) What areas or facilities are at risk and should be evacuated?
  - (2) How will the public be advised of what to do?
  - (3) What do evacuees need to take with them?
  - (4) What travel routes should be used by evacuees?
  - (5) What transportation support is needed?
  - (6) What traffic control is needed?
  - (7) Does the anticipated duration of the evacuation make it necessary to activate shelter and mass care facilities?

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### **C. Evacuation Area Definition**

1. Areas to be evacuated will be determined by those officials (generally the Incident Commander) with the authority to recommend evacuation based on the advise of those individuals and agencies with the necessary expertise, the use of specialized planning materials or decision aids, the recommendations of state and federal agencies, and, where appropriate, advice from other subject matter experts.
  - a. The size of the threatened area to be evacuated will be determined by conditions at the time of the emergency.
  - b. Evacuation recommendations to the public should clearly describe the area to be evacuated in with reference to known geographic features, such as roads and land marks.
2. The hazard situation, which gave rise to the need for evacuation should be continually monitored in case changing circumstances, such as an increase in rainfall or wind shift, change the potential impact area and, thus, the area that must be evacuated.

### **D. Evacuation of Special Populations (Institutions, Facilities, Hearing Impaired, and Special Care Individuals)**

1. The Guernsey County EMA will identify special needs population groups (handicapped, hearing impaired, senior citizens, daycare centers, non-English speaking population) who may require special assistance during evacuation.
  - a. The Guernsey County Emergency Management Agency will provide postcards for residents needing assistance during evacuations available to the citizens of the county.
  - b. It is the responsibility of county residents having special needs to fill out the card and return it to the Guernsey County Emergency Management Agency.
  - c. The EOC/IC will notify hospitals, nursing homes, schools, day care centers, retirement communities, and other special needs facilities to activate emergency plans/SOGs and assist them, as needed.
2. Nursing Homes
  - a. Guernsey County EMA will coordinate with institutions within the County to develop procedures for evacuation of their facilities.
  - b. The Administrator, or designated representative, coordinates the evacuation of their facility. Receiving facilities are selected according to the ability to receive additional patients.
  - c. The facility operator is responsible for making arrangements for suitable transportation and coordinating use of appropriate host facilities.
  - d. In the case of short-notice or no-notice emergency situations, facilities may be unable to make the required arrangements for transportation and may need assistance from local government with transportation and in identifying suitable reception facilities.

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### **3. Schools & Day Care Centers**

- a. Schools will develop evacuation procedures. Schools within the danger zone for hazardous materials spills will develop procedures for in-place sheltering and "walk-away" evacuations. Parents will be advised of the location of reception centers.
- b. If evacuation of public schools is required, students will normally be transported on school buses to other schools outside of the risk area, where they can be picked up by their parents.
- c. It is essential that the public be provided timely information on these arrangements. In the case of a large-scale emergency situation with advance warning, schools will generally be closed and students returned to their homes so they can evacuate with the families.
- d. Private schools and day care centers, including adult day care facilities, typically do not have significant transportation resources and may require government assistance in evacuating. Resources to facilitate the evacuation of these type facilities will be tasked to execute the removal of these students to safe areas.

### **4. Hospitals**

- a. If evacuation of these facilities is required, patients should be transported, with appropriate medical support, to a comparable facility.
- b. The facility operator is responsible for making arrangements for suitable transportation and coordinating use of appropriate host facilities.
- c. In the case of short-notice or no-notice emergency situations, facilities may be unable to make the required arrangements for transportation and may need assistance from local government with transportation and in identifying suitable reception facilities.

### **E. Shelter-in- Place**

1. This option should always be considered and evaluated in lieu of evacuation. In cases of limited release of hazardous materials of relatively short duration (due to strong winds, for example), SIP is preferable and just as effective a protection measure as evacuation. Advise the public:
  - a. Bring pets indoors
  - b. Close all windows and doors. Tape cracks for extra protection.
  - c. Close all vents on cooling, heating or ventilating systems. Cover cracks under doors with damp towels.
  - d. Put out fire and close damper of fireplaces
  - e. Tape cracks and other openings such as electrical outlets and cable TV outlets for extra protection.
  - f. Move to an interior room or hallway with no windows or doors to the outside.
  - g. If in a car, close windows and vents
2. Upon termination of SIP actions, advise the public to take the following steps:
  - a. Open all windows and air out house
  - b. Hose off porch and sidewalks

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### IV. Evacuation Procedures

#### A. Public Notification

1. Evacuees are given, as a minimum, the following information:
  - a. Location of assembly points where evacuees may board buses
  - b. Evacuation destination
  - c. Protective measures to be taken such as:
    - (1) Turn off all fans, heating and cooling units
    - (2) Close and lock windows and doors
    - (3) Bring pets indoors and leave food and water for them.
    - (4) Keep vehicle windows and vents closed while evacuating
  - d. Items to bring such as:
    - (1) Disaster Supplies Kit
    - (2) Sufficient bedding and clothes for the immediate family, special medicines, and food for at least three days.
2. Conduction of Door-to-Door Evacuation
  - a. Knock, ring bell, etc. Allow at least one minute for response, more at night.
  - b. If no answer, document time and address, move to next facility.
  - c. If answered, advise evacuation information, and:
    - (1) Determine how many persons are in the building.
    - (2) Determine whether they intend to leave, have a place to go, and transportation. If yes to all, document time and address.
    - (3) Using chalk, tape, or paint, mark the building with a large X in a conspicuous place to indicate that contact has been made. Go to next facility.
  - d. If they do not intend to leave, ask if they understand the possible dangers if they stay, document the time, address, and number of people remaining. Using chalk, tape, or paint, mark the building in a conspicuous place to indicate that contact has been made. Move to next facility.
  - e. If they intend to leave, but do not have transportation, document the number of people needing assistance, the time and address, and special transportation requirements (ambulance, handicapped van, etc) and report this information **immediately** to Incident Command. Advise citizens who are able to walk to proceed to the designated congregation point - do not stop your activities to remove them from the area.
  - f. If they intend to leave, but do not have a place to go, refer them to the shelter or reception point. Document time and action taken. Using chalk, tape, or paint mark the building in a conspicuous place to indicate that contact has been made. Move to the next facility.
  - g. After clearing a portion of your assigned area (this may be block by block in a residential area, by store in a shopping center, by floor in an office building or hospital, or by apartment building in a major apartment complex), report information collected to Incident Command.

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3. Use of Mobile Public Address Systems
  - a. Repeat message at each intersection, and at least once mid-block, depending upon length of block.
  - b. Do not stop to give information, etc.
  - c. When an assigned area has been covered, note date and time, and report completion to Incident Command.
- B. Moving of Evacuees
  1. The jurisdictional law enforcement agency, in coordination with IC, if any, designates the evacuation routes to be taken. This agency establishes traffic control points along these routes to assist evacuees and to maintain a continuous flow of traffic toward reception centers and shelters.
  2. According to the Highway Capacity Manual referenced in FEMA CPG 2-15, the following capacities for an ideal evacuation movement are: (1) 1,200 vehicles per hour per lane in two-lane undivided rural roads, (2) 2,000 vehicle per hour per lane in multi-lane rural highways with two or more lanes in each direction, and (3) 2,400 vehicles per hour per lane in multi-lane divided freeways or expressways with limited access.
  3. Vehicles having mechanical problems during an evacuation will be moved to the side of the road and law enforcement organizations providing movement control on the routes will transport stranded evacuees.
  4. Evacuees without vehicles are transported by school buses, Guernsey County-owned vehicles, other vehicles made available to Guernsey County, or ambulance, as appropriate. Refer to the Guernsey County Resource Manual for a listing of available transportation resources.
  5. The Superintendent of Guernsey County Schools will act as Transportation Coordinator for public transportation resources planned for use in an evacuation.
- C. Animals Affected by Evacuation
  1. Evacuees who go to the homes of relatives or friends or commercial accommodations with their pets do not normally pose difficulties during evacuation. However, evacuees with pets seeking public shelter can create potential problems.
  2. For health reasons, pets are not allowed in emergency shelters operated by the American Red Cross and most other organized volunteer groups. However, a number of studies have indicated that some people, particularly the elderly, will not leave their homes if they cannot take their pets with them.
  3. When people have left pets behind during evacuations, emergency responders have sometimes had to return to the evacuated area to round up and remove those pets and other animals. Hence, it is desirable to make reasonable arrangements for evacuees who come to public shelters with pets.
  4. Depending on the situation and availability of facilities, one or more of the following approaches will be used to handle evacuees arriving with pets:
    - a. Providing pet owners information on nearby kennels, animal shelters, and veterinary clinics that have agreed to temporarily shelter pets.
    - b. Setting up temporary pet shelters.

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### **D. Evacuation Refusal**

1. No public safety official has the legal right to impose a mandatory evacuation order on citizens in their own homes. Citizens should be informed of the need to leave a hazardous area, and the possible consequences of not leaving. Citizens who obstruct the evacuation process may be arrested.
2. If they do not intend to leave, ask if they understand the possible dangers if they stay, document the time, address, and number of people remaining using refusal to evacuate form (Attachment 2). Mark the residence in a conspicuous place to indicate that contact has been made.

### **E. Essential Workers**

1. In cooperation with municipal and county government and private industry, the Guernsey County EMA will determine the critical industries/organizations in Guernsey County and the critical workers necessary to provide services during an emergency.
2. The Emergency Management Agency will list these industries and workers and prepare security passes for their use to gain access to an evacuated area.
3. Transportation for essential workers to and from the risk area(s) will be provided by their respective organizations. Should additional transportation be required, requests will be made through the Transportation Coordinator in the activated EOC or through the Incident Commander, if the EOC is not activated.

### **F. Evacuation Area Security**

1. The Incident Commander through local law enforcement, will establish an inside and outside security perimeter, and shall provide criteria for access to them.
2. Security of the inner perimeter shall be the responsibility of the jurisdictional law enforcement agency.
3. Security of the outer perimeter shall be maintained by the Sheriff's Office. The outer perimeter will allow for the potential escalation of the hazard, thus ensuring an ample margin of safety for emergency personnel.

## **V. Return of Evacuees**

- A. Return of evacuees to their homes or businesses in evacuated areas requires the same consideration, coordination, and control as the original evacuation. For limited incidents, the Incident Commander will normally make the decision to return evacuees and disseminate it as appropriate. For large-scale evacuations, that decision will normally be made by the Emergency Operations Center, based on recommendation from the Incident Commanders, and disseminated through the media. The order to return will be coordinated with County Commissioners, Mayor, or Township Trustees of the affected jurisdiction.
- B. The following conditions should prevail in the evacuated area before evacuees are authorized to return:
  1. The threat that caused the evacuation has been resolved.
  2. Sufficient debris has been removed to permit travel and roads and bridges are safe to use.
  3. Downed power lines have been removed; ruptured gas, water, and sewer lines have been repaired; and other significant safety hazards have been eliminated. However, utility services may not have yet been fully restored. Coordination with utility providers for resumption of services will continue.



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4. Structures have been inspected and determined to be safe to reoccupy.
5. For return and re-entry, it may be necessary to provide transportation for those who lack vehicles and traffic control on return routes.
6. Public information intended for returnees should address such issues as:
  - a. Designate return routes.
  - b. Documenting damage for insurance purposes.
  - c. Caution in reactivating utilities and damaged appliances.
  - d. Cleanup instructions.
  - e. Removal and disposal of debris.

### VI. Resource Capabilities

- A. The Transportation Coordinator, yearly, will provide a listing of transportation resources that includes municipal and county school buses to the Guernsey County EMA for listing in the Resource Manual.
- B. The director of the Senior Citizens Agency is requested to provide a listing of available buses and/or vans to the Guernsey County EMA for the Resource Manual.
- C. The MRDD Agency Director is asked to cooperate with the EMA to provide a list of available county buses.
- D. The owners/administrators of EMS squads, ambulance services, handicapped transportation services are asked to cooperate with the EMA to provide listings of ambulances, vans, and other vehicles that can be used to evacuate the handicapped and infirmed.
- E. All emergency response forces who may participate in an evacuation effort are responsible for developing and maintaining departmental SOGs, mutual-aid agreements, personnel rosters (including 24-hour emergency notification telephone numbers), and equipment inventories.

**Profile of General Demographic Characteristics: 2000 by Townships**

Geographic Area	Total population	Total housing units	Seasonal Use	No Telephone	Non-English Speaking	65 years & over	With Disability
Adams Township	2,019	753	9	19	0	274	129
Cambridge Township	15,505	7,312	34	340	144	2,394	1,079
Center Township	1,779	797	36	21	24	232	76
Jackson Township	5,399	2,333	15	105	29	633	282
Jefferson Township	94	67	29	-	-	22	10
Knox Township	532	230	25	-	6	71	-
Liberty Township	1,068	482	36	23	8	180	-
Londonderry Township	738	459	146	14	6	115	74
Madison Township	855	310	74	11	8	121	31
Millwood Township	1,318	541	32	17	18	171	72
Monroe Township	598	331	64	14	14	77	36
Oxford Township	677	325	48	10	-	63	27
Richland Township	2,033	1,188	318	31	34	287	137
Spencer Township	1,058	456	25	17	-	178	30
Valley Township	2,378	1,063	31	22	38	346	168
Washington Township	491	254	64	18	65	42	25
Westland Township	1,931	733	7	37	-	147	58
Wheeling Township	752	364	56	12	17	76	32
Wills Township	1,567	663	37	29	8	144	52
Totals	40,792	18,661	1,086	740	419	5,573	2,318

**Attachment 1  
Evacuation Checklist**

✓	Action Item	Assigned
	<b>PLANNING:</b>	
	1. Determine area(s) at risk <input type="checkbox"/> Determine population of risk area(s) <input type="checkbox"/> Identify any special facilities in risk area(s)	
	2. Determine evacuation routes for risk area(s) and check the status of these routes,	
	3. Determine traffic control requirements for evacuation routes.	
	4. Estimate public transportation requirements and determine pickup points.	
	5. Determine temporary shelter requirements and select preferred shelter locations.	
	<b>ADVANCED WARNING:</b>	
	1. Provide advance warning to special facilities & advise them to activate their evacuation transportation & reception arrangements. Determine if requirements exist for additional support from local government.	
	2. Provide advance warning of possible need for evacuation to the public, clearly identifying areas at risk. See ESF 2 for specific warning notification and information.	
	3. Develop traffic control plans and stage traffic control devices at required locations.	
	4. Coordinate with special facilities regarding precautionary evacuation.	
	5. Ready temporary shelters selected for use.	
	6. Coordinate with transportation providers to ensure vehicles & drivers will be available when and where needed.	
	7. Coordinate with school districts regarding closure of schools.	
	8. Advise neighboring jurisdictions that may be affected of evacuation plans.	
	<b>EVACUATION</b>	
	1. Advise neighboring jurisdictions & the Kansas Division of Emergency Management that evacuation recommendation will be issued.	
	2. Disseminate evacuation recommendation to special facilities. Provide assistance in evacuating, if needed.	
	3. Disseminate evacuation recommendation to the public through available warning systems, clearly identifying areas to be evacuated.	
	4. Provide amplifying information the public through the media. Emergency public information should address: <input type="checkbox"/> What should be done to secure buildings being evacuated <input type="checkbox"/> What evacuees should take with them <input type="checkbox"/> Where evacuees should go & how should they get there <input type="checkbox"/> Provisions for those without transportation	
	5. Staff and open temporary shelters	
	6. Provide traffic control along evacuation routes & establish procedures for dealing with vehicle breakdowns on such routes	

**Attachment 1**  
**Evacuation Checklist**

	7. Provide transportation assistance to those who require it.	
	8. Provide security in or control access to evacuated areas.	
	9. Provide Situation Report on evacuation to local Disaster District.	
	<b>RETURN OF EVACUEES</b>	
	1. If evacuated areas have been damaged, reopen roads, eliminate significant health and safety hazards, & conduct damage assessments.	
	2. Determine requirements for traffic control for return of evacuees.	
	3. Determine requirements for & coordinate provision of transportation for return of evacuees.	
	4. Advise neighboring jurisdictions and local Disaster District that return of evacuees will begin.	
	5. Advise evacuees through the media that they can return to their homes and businesses; indicate preferred travel routes.	
	6. Provide traffic control for return of evacuees.	
	7. Coordinate temporary housing for evacuees that are unable to return to their residences.	
	8. Coordinate with special facilities regarding return of evacuees to those facilities.	
	9. If evacuated areas have sustained damage, provide the public information that addresses: <input type="checkbox"/> Documenting damage & making expedient repairs <input type="checkbox"/> Caution in reactivating utilities & damaged appliances <input type="checkbox"/> Cleanup & removal/disposal of debris <input type="checkbox"/> Recovery programs See Recovery Annex.	
	10. Terminate temporary shelter & mass care operations.	
	11. Maintain access controls for areas that cannot be safely reoccupied.	

**Attachment 2**  
**Evacuation Refusal Form**

**DATE:** \_\_\_\_\_

**TIME:** \_\_\_\_\_

On the above date and time the residence at \_\_\_\_\_

Were advised to evacuate the area immediately for their safety and welfare due to an emergency situation. The above residents have advised they are not evacuating.

The residents have been advised that emergency personnel will be limited in their ability and possibly incapable to return to assist them until the disaster is over.

Number of Residents: Adults \_\_\_\_\_ Children \_\_\_\_\_

Names: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Emergency Contact Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Signature \_\_\_\_\_

**Attachment 3**  
**GUERNSEY COUNTY EMERGENCY MANAGEMENT**  
**SPECIAL NEEDS REGISTRATION FORM**

**Registrant Information:**

Only the person with special needs should fill out a form. If you are an accompanying spouse or parent with no medical needs you do not need to fill out a form for yourself. You will be listed with the registered person.

Name: \_\_\_\_\_ Spouse or Parent: \_\_\_\_\_  
Last First MI

Home Address: \_\_\_\_\_ Apt. \_\_\_\_\_ Bldg. \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: (740) \_\_\_\_\_ Hearing Impaired TDD #: \_\_\_\_\_

Mailing Address: (if different) \_\_\_\_\_

Residence Type: Single Family Home \_\_\_\_\_ Subdivision Name: \_\_\_\_\_  
Manufactured Home \_\_\_\_\_ Park Name: \_\_\_\_\_  
Apartment / Condo \_\_\_\_\_ Complex Name: \_\_\_\_\_ Floor \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Sex: \_\_\_\_ Male \_\_\_\_ Female Language Spoken: \_\_\_\_\_

Year Round Resident? Yes \_\_\_\_\_ If "No", in Guernsey County from \_\_\_\_\_ to \_\_\_\_\_  
No \_\_\_\_\_ Month Month

**Transportation Information**

Check one of the following modes of transportation

☐ I (we) have no transportation and will need emergency transportation provided for me (us). # Of people \_\_\_\_\_

☐ I (we) have transportation and will drive to the shelter when advised to do so. # Of people \_\_\_\_\_

Type of assistance the patient needs: Circle One  
None Arm/Frail Your own walker Your own wheelchair Stretcher

If using a wheelchair, can you transfer to the seat on the bus? Yes \_\_\_\_\_ No \_\_\_\_\_

If a Stretcher is needed, explain why \_\_\_\_\_

Equipment your life *depends* on that *must be* transported with you: \_\_\_\_\_

Does this equipment *require* electricity? Yes \_\_\_\_\_ No \_\_\_\_\_

**Pet Information** None \_\_\_\_\_ (Cat \_\_\_\_\_) (Dog \_\_\_\_\_) (Bird \_\_\_\_\_) Other \_\_\_\_\_ please list # of each

Have you made arrangements to shelter your pet in an emergency while you are at a shelter? Yes \_\_\_\_\_ No \_\_\_\_\_

Do you have a pet carrier for each animal? Yes \_\_\_\_\_ No \_\_\_\_\_

**Medical / Nursing Information During Sheltering**

☐ I take care of myself *at home* Patient is: ☐ Hard of hearing ☐ Quadriplegic  
☐ I need *part time* nursing help *at home* ☐ Blind ☐ Paraplegic  
☐ I am unable to care for myself *at home* ☐ On a ventilator

The following person will be taking care of me in the shelter: \_\_\_\_\_

Relationship of caregiver to registrant at shelter: \_\_\_\_\_

Primary Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Home Health Agency providing home care: \_\_\_\_\_ Phone: \_\_\_\_\_

In case of emergency call: \_\_\_\_\_ Phone ( ) \_\_\_\_\_

Office Phone ( ) \_\_\_\_\_ ext \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

\*\* See other side for Medical Information

\*\* Remember to sign the form

Medical Information that pertains to the registrant		Bring current list of medication schedule with you
<input type="checkbox"/> Diabetes <input type="checkbox"/> Insulin Dependent <input type="checkbox"/> Non Insulin Dependent	<input type="checkbox"/> Immune System Problems – (Hepatitis, TB, Cancer, etc) Please List _____	
<input type="checkbox"/> Need Oxygen:      Liter flow: _____ Hrs. per day: _____ Concentrator: Yes ____ No ____ Please bring concentrator with you to the shelter	<input type="checkbox"/> Tube feedings <input type="checkbox"/> Injectable Medication <input type="checkbox"/> Infusion/IV Therapy <input type="checkbox"/> Closely Monitored Medication Schedule	
Oxygen Provider:	<input type="checkbox"/> Cardiac (CHF, MI, Hypertension, Stroke, etc) Please List _____	
<input type="checkbox"/> Nebulizer treatments      Yes ____ No ____ # Of times per day: _____	<input type="checkbox"/> Peritoneal Dialysis or Hemodialysis (circle one) How many times per week for dialysis _____	
<input type="checkbox"/> Dressing Changes / Wound Care	<input type="checkbox"/> Terminal Illness    Yes ____ No ____	
<input type="checkbox"/> Early Alzheimer's or Advanced Alzheimer's (circle one)	<input type="checkbox"/> If yes, do you have DNR papers?    Yes ____ No ____	
<input type="checkbox"/> Psychological Needs?	<input type="checkbox"/> Must have a cot	
<input type="checkbox"/> Confusion in stressful situations: (i.e. Dementia)	<input type="checkbox"/> Do you have FILE OF LIFE?    Yes ____ No ____	
<input type="checkbox"/> Seizures?	<input type="checkbox"/> Registrant's weight: _____ lbs	
<input type="checkbox"/> Pregnant, near term or with complications?	<input type="checkbox"/> OTHER: PLEASE LIST	
<input type="checkbox"/> Apnea Monitor?		

### IMPORTANT NOTICE AND STATEMENT OF UNDERSTANDING

The information contained herein is true and correct to the best of my knowledge. I have read and understand the information on this form as well as the attached *Evacuation and Special Needs Sheltering Information Sheet*.

**I understand that:**

- Emergency shelters are made available to provide protection during the immediate danger.
- I am responsible to **PROVIDE FOR MY OWN BASIC & SPECIAL NEEDS** while in the shelter.
- I have a copy of the **PREPARATION GUIDELINES** and will take with me the things that I need.
- **LIMITED** volunteer nursing and medical assistance may be available at the shelter to assist me and/or my caregiver.
- I will need to make alternative arrangements in the event I am unable to return to my residence after the emergency.
- I will be responsible for any charges and costs associated with hospital or other medical facility care including medical transportation, if they should become needed.
- **TRANSPORTATION:** I may be recommended to evacuate my residence. All attempts will be made to give advance notice by phone, of the time to expect to be picked up for transport to a shelter or relatives home. Monitor local TV stations and radio for updated emergency information. IF I DECLINE TRANSPORTATION when the transporter arrives, I will be required to sign a "REFUSAL FORM". I understand that upon declining transportation, I may not have another opportunity to request this service.

I grant permission to health care providers, transportation agencies, and others as necessary to provide care, and to disclose any information that is necessary to respond to my needs.

I understand that this registration is voluntary and hereby request registration in the "Special Needs" program.

\_\_\_\_\_  
Signature of Registrant or Guardian      \*\* THIS IS REQUIRED – DO NOT LEAVE BLANK \*\*      Date \_\_\_\_\_

\_\_\_\_ I Authorize - \_\_\_\_ I DO NOT Authorize Emergency Personnel to enter my home during search and rescue operations if necessary to assure my safety and welfare following a disaster.

\_\_\_\_\_  
Signature of Registrant or Guardian      Date \_\_\_\_\_

Please complete this form and return it to: Guernsey County Emergency Management Agency  
627 Wheeling Ave., Suite 302  
Cambridge, Ohio 43725

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