



Family Hurricane Planning Checklist: Things to Do

Throughout the year:

- Reassess and update homeowner's or renter's insurance annually
- Assess need for and complete major preparedness projects such as hurricane shutters, a generator, roof repairs, etc.
- Put away emergency cash
- Accumulate a spare two week supply of usual prescription medications for all family members
- Update vaccinations for all pets in case of need for kenneling or evacuation
- Watch for bargains on hurricane supplies and equipment
- Learn about disaster plans at family members' schools and workplaces

At the start of hurricane season:

- Review family disaster plan with family members. Update as needed.
- Evaluate evacuation routes, closest shelters, triggers for evacuation
- Register with shelters if pre-registration program is available. Include considerations for pet-friendly shelters.
- Designate long-distance emergency phone contact
- Review school and workplace disaster plans
- Gather copies of important documents and originals if necessary. Keep documents together in a portable format (paper or electronic).
 - Mortgage, leases
 - Insurance policies (home, medical, vehicle, life)
 - Account numbers (credit cards, bank accounts, utilities, etc)
 - Identification documents (birth certificates, passports, etc)
 - Emergency contact information
 - Important medical records, including doctors' phone numbers
 - Copies of medication lists and prescriptions, including glasses, contact lenses, etc.
 - Recent photos of all family members
 - Photo inventory of home and most important belongings
 - Phone numbers, websites of commonly used repair/maintenance services
 - Blank checks, envelopes, stamps
 - Serial numbers of important equipment, including medical equipment
- Keep emergency cash reserve with important papers
- Complete needed home and vehicle repairs

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- Have trees trimmed and clean up the yard
- Inventory, rotate and stock non-medical hurricane supplies
- Inventory, stock, and repair emergency and back-up medical supplies and durable equipment. Assure the availability of prescription medications.
- Perform generator maintenance as specified in owner's manual
- Back-up computer hard drives
- Identify storm information resources (websites, preferred television stations, local emergency management contacts)

When an active storm threatens:

- Review plan with all family members. Inform extended family (especially your long-distance contact) and others of your family's immediate plans.
- If evacuating, do so as early as possible. Consider making hotel reservations outside the threat area if you can't stay with outside family/friends.
- If evacuating, turn off water and gas mains
- Move emergency equipment and basic supplies to home "safe space".
- Gas up all vehicles. Safely store limited quantities of fuel for generator.
- Fill LP gas tanks for grills or generators as needed
- Top off emergency supplies if necessary
- Charge all rechargeable batteries (cell, cameras, etc)
- Assure that important documents (see above) and cash reserve are stored safely (consider a portable fire safe). Take documents and cash with you if you evacuate.
- Deal with pets as per your disaster plan
- Refill prescriptions if possible
- Secure protective measures such as storm shutters. Secure garbage and loose objects in yard, on balconies, etc.
- Test all battery-powered equipment
- Turn refrigerators and freezers to coldest settings
- Freeze drinking water in clean partially-filled milk/juice/soda jugs and bottles
- Sanitize bathtubs/sinks with bleach. Seal drains and fill with water if there's any question about water supply after a major storm.
- Catch up on laundry
- Unplug major electrical appliances, including computers
- If riding out a storm, make sure all family members are adequately clothed (with shoes!) in case of the need to leave the home emergently during the storm. All family members should have some form of ID.

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After the storm:

- Assess immediate surroundings for safety hazards. Leave the area if possible if there are serious safety issues.
- Be alert for newly evolving hazards such as flooding
- Access the media for situation reports
- Document damage as soon as it's safely possible to do so
- Make critical emergency repairs as soon as it's safely possible
- Be aware that most injuries occur after a storm passes. Supervise children at all times and do not allow them to get into hazardous situations during the assessment and recovery phases.
- Be *very* cautious if using a generator.
- Use open flames only for cooking, never for lighting. An adult must always be present when open flames are being used. Keep a fire extinguisher at hand.
- Keep all chemicals and fuels out of reach of children. Use clearly marked containers.
- Communicate with family and friends when possible but do not make unnecessary calls that may burden an overwhelmed communication system
- Observe family members (including children) for signs of stress. Encourage them to express their feelings. Answer children's questions as honestly as possible.
- Maintain family routines whenever possible
- Replace used disaster supplies as soon as it's practical
- Safely and properly dispose of any waste chemicals such as generator oil, gas, kerosene, etc.
- Evaluate and revise your disaster plan as needed. Share what you've learned!

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