

# CHRYSALIS SPECTRUM



8300 Cypress Creek Parkway Ste. 450 Houston, TX 77070  
(P) 281-407-1662 (F): 832-218-8761

## *Chrysalis Spectrum Information Packet*

*Client Name:*

*Record#*

## **Family Disaster Plan**

Families should be prepared for all hazards that affect their area and themselves. NOAA's National Weather Service, the Federal Emergency Management Chrysalis Spectrum, and the American Red Cross urge each family to develop a family disaster plan. Where will your family be when disaster strikes? They could be anywhere—at work, at school, or in the car. How will you find each other? Will you know if your children are safe? Disasters may force you to evacuate your neighborhood or confine you to your home. What would you do if basic services—water, gas, electricity or telephones—were cut off?

### Follow these Basic Steps to Develop a Family Disaster Plan

- I. Gather information about hazards. Contact your local National Weather Service office, emergency management office or civil defense office, and your local American Red Cross chapter. Find out what type of disasters could occur and how you should respond. Learn your community's warning signals and evacuation plans.
- II. Meet with your family to create a plan. Discuss the information you have gathered. Pick two places to meet: (1) a spot right outside your home for an emergency, such as fire, and (2) a place away from your neighborhood in case you can not return home. Choose an out-of-state friend as your "family check-in contact" for everyone to call if the family gets separated. Discuss what you would do if advised to evacuate.
- III. Implement your plan. (1) Post emergency telephone numbers by phones; (2) Install safety features in your house, such as smoke detectors and fire extinguishers; (3) Inspect your home for potential hazards, such as items that can move, fall, break, or catch on fire, and correct them; (4) Have your family learn basic safety measures, such as CPR and first aid, how to use a fire extinguisher, and how and when to turn off the water, gas, and electricity in your home; (5) Teach children how and when to call 9-1-1 or your local Emergency Medical Services number; (6) keep enough supplies in you home to meet your needs for at least three days. Assemble a disaster supplies kit with items you may need in case of an evacuation. Store these supplies in sturdy easy-to-carry containers, such as backpacks or duffel bags. Keep important family documents in a waterproof container. Keep a smaller disaster supplies kit in the trunk of your car. A Disaster Supplies Kit should include:
  - A three day supply of water (one gallon per person per day) and food that will not spoil
  - One change of clothing and footwear per person
  - One blanket or sleeping bag per person
  - A first-aid kit, including prescription medicines
  - Emergency tools, including a battery-powered NOAA Weather radio and a portable radio, flashlight, and plenty of extra batteries
  - An extra set of car keys and cash
  - Special items for infants, elderly, or disabled family members.

Practice and maintain your plan. Ask questions to make sure your family remembers meeting places, telephone numbers, and safety rules.

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- IV. Conduct drills. Test your smoke detectors monthly and change the batteries at least once a year. Test and recharge your fire extinguisher(s) according to manufacturer's instructions. Replace stored water and food every six months.

## Emergency Telephone Numbers

In case of a medical emergency, you should contact emergency medical services by telephone at:

911

*POISON CONTROL*

1-800-764-7661

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## **Home Safety Guidelines**

### \* General Information:

- Install proper locks and keep doors locked. Ask visitors to identify themselves before opening the door. Open the door only if you know the person, or if you are expecting that person
- Be cautious with sharp objects
- Mark glass doors and windows with decals

### \* Medication Safety:

- Keep all medications in original containers and label clearly.
- Write a medication schedule and take only as prescribed.
- Be aware of side effects of medications

### \* Poison Prevention:

- Label all poisons.
- Keep all substances in their original containers.
- Do not mix cleaning products, such as chlorine and ammonia.
- Have syrup of IPECAC on hand.
- Store cleaning agents away from foods and medications.

### \* Fall Prevention:

- Remove all scatter rugs forever.
- Tack down the edges of all carpets.
- Never leave articles of clothing on the floor.
- Keep boxes out of hallways or stairwells.
- Keep electric cords, telephone cords, newspaper, magazines and other clutter away from walking areas.
- Use handrails that are sturdy and strong.
- Avoid use of extension cords.
- Lift feet when walking
- Wear proper fitting shoes with nonskid soles.
- Do activities and exercises to improve balance and strengthen legs.
- Do not attempt to climb or use ladders.
- Be careful if using tranquilizers.
- Have sufficient lighting throughout the house.

### \* Bathroom:

- Install grab bars or handrails by toilet and tub.

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- Place skid-proof floor covers and tub/shower mats in the bathroom.
- Install a stable tub/shower seat.

\* Kitchen:

- Store commonly used items within easy reach.
- Use a cart to move heavy or awkward objects.
- Avoid the use of floor wax. Use the non-skid type and never walk on wet floors.

\* Stairs:

- Install handrails and always use them.
- Place a strip of bright tape on the top and bottom step on each staircase.
- Place non-skid treads on steps.

\* Bedroom:

- Use a nightlight in the hall between the bedroom and bathroom.
- Take your time, get up from bed or chair slowly to avoid dizziness.
- Sit on the edge of the bed or in a chair when putting on socks, shoes, or slacks.
- Ensure that side rails are in upright position on hospital beds.

\* Living Room:

- Avoid sharp-cornered furniture.
- Utilize proper transfer techniques (ex. Chair to bed or toilet).
- Utilize proper ambulation techniques; use a walker, cane or crutch as prescribed.
- Utilize wheelchair safety:  
Install ramps; 12 foot ramp for 1 foot rise.  
Rearrange furniture placement and always lock wheels.

\* Fire Safety:

- Make an escape plan; then practice it.
- Keep at least one fire extinguisher; check the charge often.
- Be aware that nylon catches fire.
- Do not ever smoke in bed!
- Be very careful with space heaters; do not tip them!
- Make sure your electrical wiring is not frayed and is free of shorts.
- Keep electrical appliances away from water and unplug after use.
- Have smoke detectors properly located; check battery monthly.

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- Store flammables properly.
- Turn off the oven and stove; clearly mark controls on the stove.
- Be cautious around any open flame heater or fireplace.
- Do not use lighted matches or lighters around any suspected natural gas leaks.

\* Burn Prevention:

- Always check hot water for temperature; label hot and cold faucets.
- Keep pot handles turned to the back of the stove.
- Keep flammable towels away from the stove.
- Open lids away from you to avoid steam burns.
- Use heating pads with caution:  
Use only on low (unless Doctor/Nurse states otherwise)  
Check area frequently for redness  
Do not apply directly to skin.

\* Medical Equipment Safety:

- The company that supplies your medical equipment should instruct you in the safe use of each item.
- If you have questions or need assistance with any item, please ask your nurse!
- If a piece of equipment breaks or seems not to work correctly, notify the company that brought the item to you immediately!
- Do not use an item unless you are sure it is working properly.
- Never smoke when Oxygen is in use.

\* Cold Weather Precautions:

- Avoid icy sidewalks and porch steps.
- Always cover your head, hands and feet if you are going out.
- Use warm blankets, clothes and socks.

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### **Plan and Get Ready**

Anything. Anytime. Anywhere.

Forget The Wizard of Oz notion that “twisters” only happen in Kansas! Tornadoes have been reported in every state. In addition, while they generally occur during spring and summer, they can happen anytime during the year.

With winds, swirling at 200 miles per hour or more, a tornado can destroy just about anything in its path. Generally, weather signs and warnings will alert you to take precautions.

Be prepared by having various family members do each of the items on the checklist below. Then get together to discuss and finalize your Home Tornado Plan.

\_\_\_ Pick a safety spot in your home where family members could gather during a tornado. (If you have a basement, make it your safety spot.) Make sure there are no windows or glass doors in the area.

If No (or you are in a high-rise building), choose another safety spot.

Location of Safety Spot: \_\_\_\_\_

\_\_\_ If you live in a mobile home, choose another safety spot in a sturdy, nearby building.

Location of Safety Spot: \_\_\_\_\_

\_\_\_ Put together a Tornado Safety Kit in a clearly labeled, easy-to-grab box.

Location of Safety Kit: \_\_\_\_\_

\_\_\_ Write instructions on how and when to turn off your utilities-- electricity, gas, and water.

Written Instructions (date): \_\_\_\_\_

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\_\_\_ Make sure all family members know the name of the county or parish where you live or are traveling since tornado WATCHES AND WARNINGS are issued by the county.

Name of County Where You Live: \_\_\_\_\_

Name of County Where You Are Traveling: \_\_\_\_\_

And remember... When a tornado, earthquake, flood, fire, or other emergency happens in your community, you can count on your local American Red Cross chapter to be there to help you and your family. That has been their role for more than 100 years.

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### **Evacuation Assistance**

During the admission process this agency identifies clients who may need assistance with evacuation during an emergency and assists the client with making evacuation arrangements during the admission process if needed.

1. During this admission process the admitting staff member determines whether you can provide or arrange for their own transportation or has special health care needs requiring special transportation assistance.
2. If the admitting staff member identifies that you may need evacuation assistance, as described above, the admitting staff member will provide you with the amount of assistance you requests to complete the registration process for evacuation assistance if the client:
  - wants to register with the Transportation Assistance Registry, accessed by dialing 2-1-1; and
  - is not already registered, as reported by the client or legally authorized representative.

Would you like to register with the Transportation Assistance Registry?

- If yes, we can call 2-1-1 now and begin the process.
- If not, the admitting staff member will document the reason below.

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If the client selected yes, document below the assistance provided and the outcome.

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Client signature: \_\_\_\_\_



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### **Evacuation Assistance by Agency**

Chrysalis Spectrum actions and responsibilities of agency staff during and immediately following an emergency are:

- To continue to the best of our ability to provide services to all our clients, however, clients categorized during the admission process as high risk will receive priority response followed next by the moderate risk category.
- Attempt to communicate with all clients to determine their whereabouts and level of needs during and immediately following an emergency and make adjustments to our response as necessary.
- To coordinate with local officials to provide disaster relief.

Client's responsibilities in the agency's emergency preparedness and response plan;

- To be prepared as outlined during the admission process to the best of your abilities for an emergency.
- To have a plan in place for evacuation or sheltering in place.
- To attempt to contact the agency to provide information about your status and whereabouts.

The following is a list of community disaster resources provided in the admission packet that may assist a client during disaster:

- [2-1-1 Texas](#)
- Local American Red Cross 1-866-GET-HELP (438-4357)
- Local United Way [\(713\) 685-2300](#)
- Local Shelters \_\_\_\_\_
- Local Churches \_\_\_\_\_
- Local Public Health Clinic \_\_\_\_\_