



# HEARTLAND FIRE & RESCUE

SERVING THE CITIES OF EL CAJON, LA MESA AND LEMON GROVE

There are many aspects of making a plan. Here are some basics and visit the "Resources" section of the website for links to additional information

## **Plan:**

Develop a family/individual plan for those risks. Your plan should include:

- An evacuation plan.
- A primary and alternate meeting place.
- A communications plan – how will you communicate with one another if you are not together during the disaster?
- Ask an out-of-state relative or friend to serve as the "family contact." After a disaster, it's often easier to call long distance. Make sure everyone in the family knows the name, address, and phone number of the contact person.
- At least once per year have a family get together to discuss and practice your family plan.
- If you are a pet owner, make sure that your plan includes your pets.
  - Make sure that when you evacuate with your pet that you have a kennel or pet carrier
  - Also make sure that you have food and water stored for your pets
- Make sure you always have at least ½ tank of gas in your car at all times. You do not want to have to evacuate and run out of gas on your way to safety.
  - If you have an RV or Trailer keep it stocked with your disaster supplies. Use this as your alternate housing. You can park it in the shelter parking lot.
- Practice turning off your electricity & water main. (Know where your gas main is but do not practice shutting it off as it requires an SDG&E representative to turn it back on).
- If you or one of your family members has any access or functional needs make sure that your plan includes any supplies or equipment to meet their needs.
  - If you have a caregiver make sure that you coordinate your plans.
  - Create a support network of family and friends that can help you during an emergency.
  - Train members of your support network on operation of your specialized equipment and specific care needs.
  - Plan for the replacement of any devices that assist you in your daily routines, in case they become lost or damaged.
  - Ensure that all alarms and communication devices are adequate for your needs.
  - If you have school age children, know the school's disaster plan.
  - If you are a non-driver plan for how you will evacuate when necessary.



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## FINANCIAL RECOVERY

One of the most important things you can do to protect yourself, your family and your property is adequately prepare for the financial loss following an emergency.

- Purchase Homeowners or Renters Insurance.
- Get your homeowners insurance coverage up-to-date if you have made any additions to your home.
- Also have your house periodically reappraised to ensure that you are not underinsured.
- Take and occasionally update an inventory of your possessions using a home inventory guide.
- Review the adequacy of coverage you have for your home, vehicle and valuables and make sure you have proof to substantiate insurance claims.
- In addition to photos or video of the contents of your home, copies of professional appraisals of jewelry, works of art and collectibles should be included in your evacuation kit.
- Check to see if your homeowner's policy includes A.L.E. (Additional Living Expenses) coverage which pays for alternate living situation while your home is being repaired.
  - Make sure your home address is visible from the street.
  - Make sure your street sign is named or numbered and visible.
  - Identify different emergency routes out of the home and 2 exit routes from your neighborhood.
  - Have your Family Emergency Plan and Emergency Kits ready.
  - Make sure your emergency kit has copies of your important documents(photos or video):
    - Social Security Cards
    - Drivers License /Passport
    - Medical Records/Health insurance card
    - Insurance Information
    - Deeds/Titles
    - Most recent Tax Returns

**Note:** Download "The Red Guide to Recovery" in the Resources section of the website for additional information.



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## EARTHQUAKE

**Prepare Now Before the Shaking Starts** Your recovery from the emergency may greatly depend on your level of preparedness before the emergency happens.

- Become familiar with evacuation routes and establish a meeting place for family members.
- Discuss plans and know what to do; practice evacuation with all family members.
- Check areas for earthquake hazards and recommend measures to correct them.
- Brace or anchor high shelves, cabinets, or other things that could fall.
- Know where all of the utility shut-off mains are located, have the necessary tools available to turn off the utilities (Note: Do not turn off the Gas unless you are instructed to do so or you suspect a gas leak; only an SDG&E representative can turn the gas back on)
- Be trained in CPR and first aid.
- Plan alternate routes of evacuation.
- Plan for disabled family members or neighbors.
- You may not be able to leave the premises for 72 hours, so keep a battery-powered radio, extra batteries, flashlights, sturdy shoes, food, water, medication and first aid supplies on hand.
- In case family members are separated from one another during an earthquake (a real possibility during the day when adults are at work and children are at school); develop a plan for reuniting after the disaster.
- Know where all of the utility shut-off mains are located, have the necessary tools available to turn off the utilities (Note: Do not turn off the Gas unless you are instructed to do so or you suspect a gas leak; only an SDG&E representative can turn the gas back on)

**Earthquakes occur with no warning!** In a major quake, you may experience gentle shaking at first and then more violent shaking within a few seconds. You may find it difficult to maintain your balance or it may even knock you off your feet. Or, you may be shaken by a sudden and violent jolt. It may be difficult or impossible to move from one room to the next. Within seconds, you'll feel the shaking stop.

### It's Shaking – Don't Panic

- If inside the building, Duck, Cover, and Hold. Duck under a heavy desk, table, bench, or against inside walls. Stay away from glass, particularly windows and glass doors.
- Don't use candles, matches, or other open flames during or after the tremor because of possible fires starting in debris and broken gas lines.
- If it is a multi-floor building, do NOT use the elevator to evacuate.
- If outside, move to an open area and away from buildings, streetlights, trees, utility wires and other objects that could fall.



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- If in an automobile, stop and stay in it until the shaking ends. Avoid stopping near trees and power lines or on or under overpasses or bridges.
- If you are trapped in debris:
  - Move as little as possible so that you don't kick up dust. Cover your nose and mouth with a handkerchief or clothing.
  - Tap on a pipe or wall so that rescuers can hear where you are. Use a whistle if one is available. Shout only as a last resort.
- Don't be surprised if the electricity goes out.

## The Shaking Has Stopped -- Now What?

- Immediately after the quake, the greatest danger is from falling objects, followed by fire.
- Make sure you are safe and not injured.
- Check for fires or possible fire hazards, if you suspect danger, evacuate the building.
- Take a head count to verify ALL family members are accounted for.
- Turn on battery powered radios or a car radio to **600 AM KOGO** for emergency information.
- Use the telephone for emergencies **ONLY**.
- Be prepared for aftershocks; they are usually not as strong as the initial earthquakes.
- Cooperate with public safety officials.

## FIRE

Over 350,000 home fires occur every year in the US and more than 2,500 people a year die in these home fires. Odds are it will happen to you or someone you know. In addition to the general preparedness Risk-Plan-Kit information listed earlier, here are a few tips on fire safety and prevention:

- Smoke alarms save lives. Install a smoke alarm outside each sleeping area and on each additional level of your home. If people sleep with doors closed, install smoke alarms inside sleeping areas, too.
  - Use the test button to check each smoke alarm once a month. When necessary, replace batteries immediately.
  - Replace all batteries at least once a year.
  - Smoke alarms become less sensitive over time. Replace your smoke alarms every ten years.
- Consider having one or more working fire extinguishers in your home.
- Consider installing an automatic fire sprinkler system in your home.
- Determine at least two ways to escape from every room of your home. Consider escape ladders for sleeping areas on the second or third floor. Learn how to use them and store them near the window.



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- Select a location outside your home where everyone would meet after escaping. Practice your escape plan at least twice a year.
- Once you are out, stay out! Call the fire department from a neighbor's home.
- If you see smoke or fire in your first escape route, use your second way out. If you must exit through smoke, crawl low under the smoke to your exit. If you are escaping through a closed door, feel the door before opening it. If it is warm, use your second way out.
- If smoke, heat, or flames block your exit routes, stay in the room with the door closed.
- If possible, stuff wet cloths around the door cracks and vents.
- Signal for help using a bright-colored cloth at the window.
- If there is a telephone in the room, call the fire department and tell them where you are.
- If your clothes catch on fire, you should – **Stop, drop, and roll** - until the fire is extinguished. Running only makes the fire burn faster.

## To escape a fire, you should:

Check closed doors for heat before you open them. If you are escaping through a closed door, use the back of your hand to feel the top of the door, the doorknob, and the crack between the door and door frame before you open it. Never use the palm of your hand or fingers to test for heat - burning those areas could impair your ability to escape a fire (i.e., ladders and crawling).

Hot Door	Cool Door
Do not open. Escape through a window. If you cannot escape, hang a white or light-colored sheet outside the window, alerting fire fighters to your presence.	Open slowly and ensure fire and/or smoke is not blocking your escape route. If your escape route is blocked, shut the door immediately and use an alternate escape route, such as a window. If clear, leave immediately through the door and close it behind you. Be prepared to crawl. Smoke and heat rise. The air is clearer and cooler near the floor.

- Crawl low under any smoke to your exit - heavy smoke and poisonous gases collect first along the ceiling.
- Close doors behind you as you escape to delay the spread of the fire.
- Stay out once you are safely out. Do not reenter. Call 9-1-1.
- If you are with burn victims, or are a burn victim yourself, call 9-1-1; cool and cover burns to reduce chance of further injury or infection.
- If you detect heat or smoke when entering a damaged building, evacuate immediately.
- Simple ways that common electrical hazards can be reduced or eliminated include:
- Avoid the "electrical octopus." Eliminate tangles of electrical cords. Don't overload electrical outlets. Don't plug power strips into other power strips.
- Don't run electrical cords under carpets.



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- Replace broken or frayed cords immediately.
- Maintain electrical appliances properly. Repair or replace malfunctioning appliances.
- You should not enter a flooded basement to shut off the electrical supply, because water conducts electricity.

**Fire Extinguisher Use:** When using a fire extinguisher remember the acronym **PASS**:

- **P**ull the pin or plastic ring
- **A**im the nozzle at the base of the fire
- **S**queeze the handle
- **S**weep from side to side

## BASIC FIRST AID

Medical emergencies happen every day. The best way to make sure that you are prepared to deal with the emergency is to get trained in basic first aid and CPR.

### **Nose-bleed care:**

- Sit upright and lean forward
- Pinch your nose
- Seek medical attention if:
  - The bleeding lasts for more than 20 minutes
  - The nosebleed follows an accident, a fall or an injury to your head, including a punch in the face that may have broken your nose

### **Wound care:**

A wound is a break in the skin usually a cut or scrape. Proper care is important to prevent infections.

- Stop the bleeding
- Clean the wound
- Apply an antibiotic ointment
- Cover the wound
- Change the bandage daily
- Get stitches if:
  - A wound that is more than 1/4-inch (6 millimeters) deep



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- Is gaping or jagged edged and has fat or muscle protruding
- Adhesive strips or butterfly tape may hold a minor cut together, but if you can't easily close the wound, see your doctor as soon as possible
- Proper closure within a few hours reduces the risk of infection
- Watch for signs of infection
- Get a tetanus shot if:
  - It has been more than 10 years since your last shot
  - If your wound is deep or dirty and your last shot was more than five years ago, your doctor may recommend a tetanus shot booster
  - Get the booster as soon as possible after the injury

## **Burn Care:**

### **First-degree burn**

The least serious burns are those in which only the outer layer of skin is burned, but not all the way through. The skin is usually red, with swelling, and pain sometimes is present.

### **Second-degree burn**

When the first layer of skin has been burned through and the second layer of skin also is burned, it is a second-degree burn. Blisters develop and the skin takes on an intensely reddened, splotchy appearance.

- Cool the burn. Hold the burned area under cool (not cold) running water for 10 or 15 minutes or until the pain subsides. Don't put ice on the burn.
- Cover the burn with a sterile gauze bandage. Wrap the gauze loosely to avoid putting pressure on burned skin.
- Take an over-the-counter pain reliever. These include aspirin, ibuprofen (Advil, Motrin, others), naproxen (Aleve) or acetaminophen (Tylenol, others).

### **Third-degree burn**

The most serious burns involve all layers of the skin and cause permanent tissue damage. Fat, muscle and even bone may be affected. Areas may be charred black or appear dry and white.

- Don't remove burned clothing. However, do make sure the victim is no longer in contact with smoldering materials or exposed to smoke or heat.
- Don't immerse large severe burns in cold water. Doing so could cause a drop in body temperature and deterioration of blood pressure and circulation.
- Check for signs of circulation (breathing, coughing or movement). If there is no breathing or other sign of circulation, begin CPR if possible.
- Elevate the burned body part or parts. Raise above heart level, when possible.
  - Cover the area of the burn. Use a cool, moist, sterile bandage; clean, moist cloth; or moist towels.
  - Get a tetanus shot.



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## Sprains, strains, & pulled Muscles:

One of the most common injuries is to sprain, strain or pull a muscle/ligament or joint. Most of these injuries can be treated at home, just remember the acronym

### **R.I.C.E.:**

- **Rest** – rest the area of the injury but you do not have to completely avoid all activity
- **Ice** – Apply ice to the area as soon as possible following the injury. Apply for 10-15 minutes four times per day for the first 48 hours
- **Compression** – Apply an elastic bandage or wrap
- **Elevation** – Elevate above your heart to help limit swelling

## Choking:

Choking occurs when something is blocking your airway. If someone is coughing because their airway is blocked, encourage them to continue coughing hard:

- Stand behind the person (one leg between their legs and the other leg firmly planted slightly back). Wrap your arms around the waist. Tip the person forward slightly
- Make a fist with one hand. Position it slightly above the person's navel
- Grasp the fist with the other hand. Press hard into the abdomen with a quick, upward thrust — as if trying to lift the person up
- Perform abdominal thrusts until the object is dislodged or the person becomes unconscious
- Call or have someone call **9-1-1**

**Note:** There are other important considerations for pregnant women, infants, obese people, etc. Please take a first aid/CPR class to learn all of the techniques.

For your safety we highly encourage you to take first aid and CPR training.