

BE PREPARED!



EMERGENCY EVACUATION
PLAN FOR PEOPLE WITH
DISABILITIES

Disability means many things to many people. A wide range of people with diverse bodies experience self-identify as a person living with a disability. According to the World Health Organization disability is a permanent physical condition that limits a person's movements, senses or activities.

The object of this guide is to provide Charlottetown citizens living with disabilities with a comprehensive tool to develop an evacuation plan that meets your personal needs.

The nature of the disability will directly affect the emergency evacuation plan. It is important to note that some people have several disabilities and each will have specific needs that will need to be addressed in the planning process.

For the purpose of this guide we will categorize disabilities as:

- **Mobility**
- **Hearing**
- **Visual**
- **Speech**
- **Cognitive**

While emergencies affect everyone, their impact on people with disabilities is compounded by factors such as reliance on electrical power, elevators, accessible transportation and accessible communications-all of which can be compromised in emergency situations. In order to reduce some of these barriers you should create a Personal Support Network (PSN). A PSN is a group of at least three people you know and trust and who would help you during an emergency evacuation.

How to create a Personal Support Network:

1. Ask people you trust if they are willing to help you evacuate in case of an emergency
2. Give them a key to your home
3. Make sure one of your PNS people are not in your building and can be contacted to meet you once you are evacuated
4. Work with your PSN to use this tool to develop your evacuation plan
5. Practice your plan with your PSN and make sure they know how to use your assistive devices

General Information you need to know:

- Familiarize yourself with all escape routes, emergency doors/exits in your home
- If you have a pet or service animal include them in your evacuation plan. Determine in advance who will take care of your animal during an evacuation
- Request that a panic push-button be installed in your home
- Advise your superintendent of your requirements prior to an evacuation
- Know your building evacuation plan and escape routes and ensure it aligns with your personal plan
- If you need help during an evacuation, obtain large print signs from the building manager that you can place in the window/door, indicating that you need assistance

Making an emergency evacuation plan can best be approached by asking yourself the following questions.

What is the emergency?

Can I evacuate myself?

Do I need assistance?

What kind of assistance do I need?

MOBILITY DISABILITY – Your Emergency Evacuation Plan

- Identify primary and secondary exits
- Ensure exit signs are clearly visible
- Remember DO NOT use elevators when a fire alarm is activated
- If you use a wheelchair or scooter, request that an evacuation chair be stored by the stairwell on the floor where you live so that your PSN can readily access it. Make sure you are involved in the section of the chair and that you feel safe when sitting in the evacuation chair
- Make sure your building manager/superintendent are aware of your PSN

MOBILITY DISABILITY – Your Emergency Evacuation Plan

- Check to ensure that emergency shelters are accessible

Is assistance required?

Yes:

No:

Number of persons:

What assistance is required?

Guidance:

Minor Physical Help:

Other Help:

Who will provide this assistance?

Name:

Phone:

Email:

At Work:

Alternate:

At Home:

Alternate:

MOBILITY DISABILITY – Your Emergency Evacuation Plan

Where will the person start offering this assistance?

Face to Face:

Phone:

Email:

Visual:

Other:

When will this person offer assistance?

Always:

Only when asked:

Other:

How will the person providing the assistance be contacted?

Face to face:

Phone:

Email:

Visual:

Other:

VISUAL DISABILITY – Your Emergency Evacuation Plan

- Know where your primary and secondary exits are
- Remember DO NOT use elevators when a fire alarm is activated
- Make sure your building manager/superintendent is aware of your PSN
- Have a long white cane available to help you manoeuver around obstacles
- Identify all emergency supplies in advance with fluorescent tape, large print or braille for easy access when evacuating
- Familiarize yourself with the interior and exterior of your building

Is assistance required?

Yes:

No:

Number of persons:

What assistance is required?

Guidance:

Minor physical help:

Other physical help:

VISUAL DISABILITY – Your Emergency Evacuation Plan

Who will provide this assistance?

Name:

Phone:

Email:

At work:

Alternate:

At home:

Alternate:

Where will the person start offering this assistance?

Face to face:

Phone:

Email:

Visual:

Other:

When will this person offer assistance?

Always:

Only when asked:

Other:

VISUAL DISABILITY – Your Emergency Evacuation Plan

How will the person providing assistance be contacted?

Face to face:

Phone:

Email:

Visual:

Other:

HEARING DISABILITY – Your Emergency Evacuation Plan

- Identify if there are visual notification systems in place. Identify what emergencies will activate the notification system and what emergencies will not
- Alternative notification must be put in place for the emergencies that will not activate the notification system
- Identify primary and secondary exits
- Ensure exit signs are clearly visible
- Remember DO NOT use elevators when a fire alarm is activated
- Make sure your building manager/superintendent are aware of your PSN
- Keep a pencil and pad handy so you can communicate

Is assistance required?

Yes:

No:

Number of persons:

What assistance is required?

Email:

TTY phone communication:

Reader board:

Other:

HEARING DISABILITY – Your Emergency Evacuation Plan

Who will provide this assistance?

Name:

Phone:

Email:

At work:

Alternate:

At home:

Alternate:

Where will the person start offering this assistance?

Face to face:

Phone:

Email:

Visual:

Other:

When will this person offer assistance?

Always:

Only when asked:

Other:

HEARING DISABILITY – Your Emergency Evacuation Plan

How will the person providing the assistance be contacted?

Face to face:

Phone:

Email:

Visual:

Other:

SPEECH DISABILITY – Your Emergency Evacuation Plan

- Know where your primary and secondary exits are
- Remember DO NOT use elevators when a fire alarm is activated
- Make sure your building manager/superintendent are aware of your PSN
- Keep your PSN on your person
- Keep a whistle or personal alarm as an auditory cue for assistance

Is assistance required?

Yes:

No:

Number of persons:

SPEECH DISABILITY – Your Emergency Evacuation Plan

What assistance is required?

Guidance:

Minor physical help:

Other physical help:

Who will provide this assistance?

Name:

Phone:

Email:

At work:

Alternate:

At Home:

Alternate:

SPEECH DISABILITY – Your Emergency Evacuation Plan

Where will the person start offering assistance?

Face to face:

Phone:

Email:

Visual:

Other:

When will this person offer assistance?

Always:

Only when asked:

Other:

How will the person providing assistance be contacted?

Face to face:

Phone:

Email:

Visual:

Other:

COGNITIVE DISABILITY – Your Emergency Evacuation Plan

- Know where your primary and secondary exits are
- Remember DO NOT use elevators when a fire alarm is activated
- Make sure your building manager/superintendent are aware of your PSN
- Keep your PSN on your person

Is assistance required?

Yes:

No:

Number of persons:

What assistance is required?

Guidance:

Minor physical help:

Other physical help:

COGNATIVE DISABLITY – Your Emergency Evacuation Plan

Who will provide this assistance?

Name:

Phone:

Email:

At work:

Alternate:

At home:

Alternate:

Where will the person start offering this assistance?

Name:

Phone:

Email:

Visual:

Other:

When will this person offer assistance?

Always:

Only when asked:

Other:

COGNATIVE DISABLITY – Your Emergency Evacuation Plan

How will the person providing assistance be contacted?

Face to face:

Phone:

Email:

Visual:

Other:

PRACTICE PRACTICE PRACTICE

Thank you for being prepared.

CONGRATULATIONS