Disaster Emergency Evacuation Preparedness™

Module 1.6

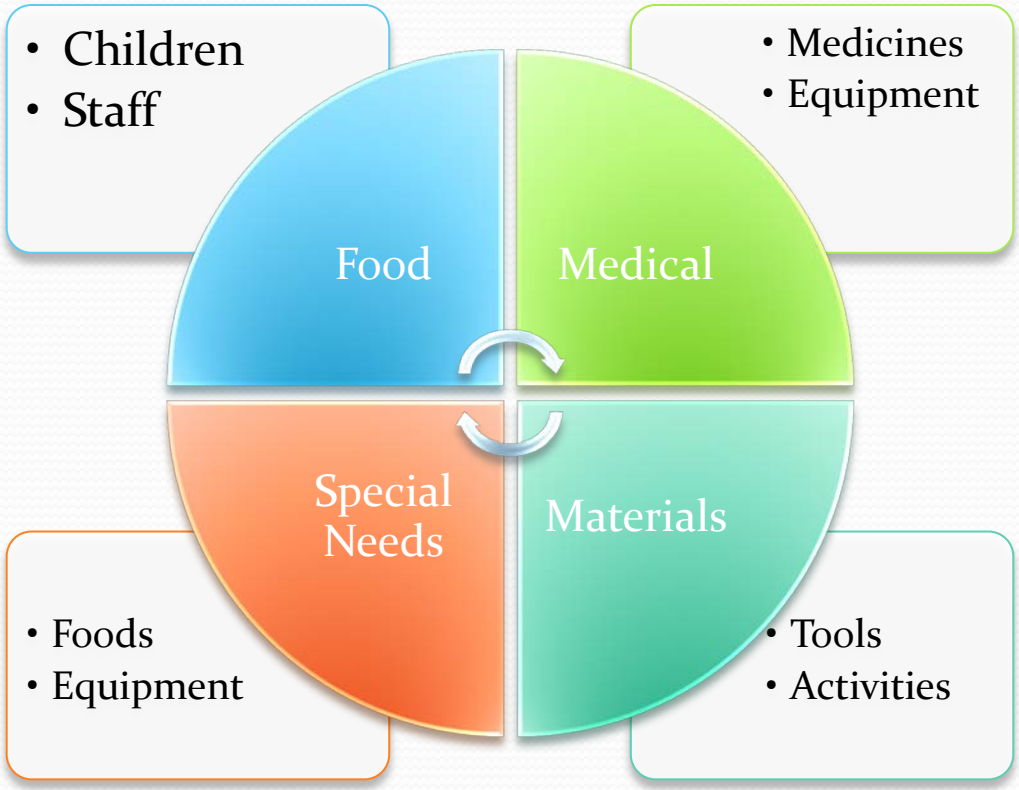
Planning for People

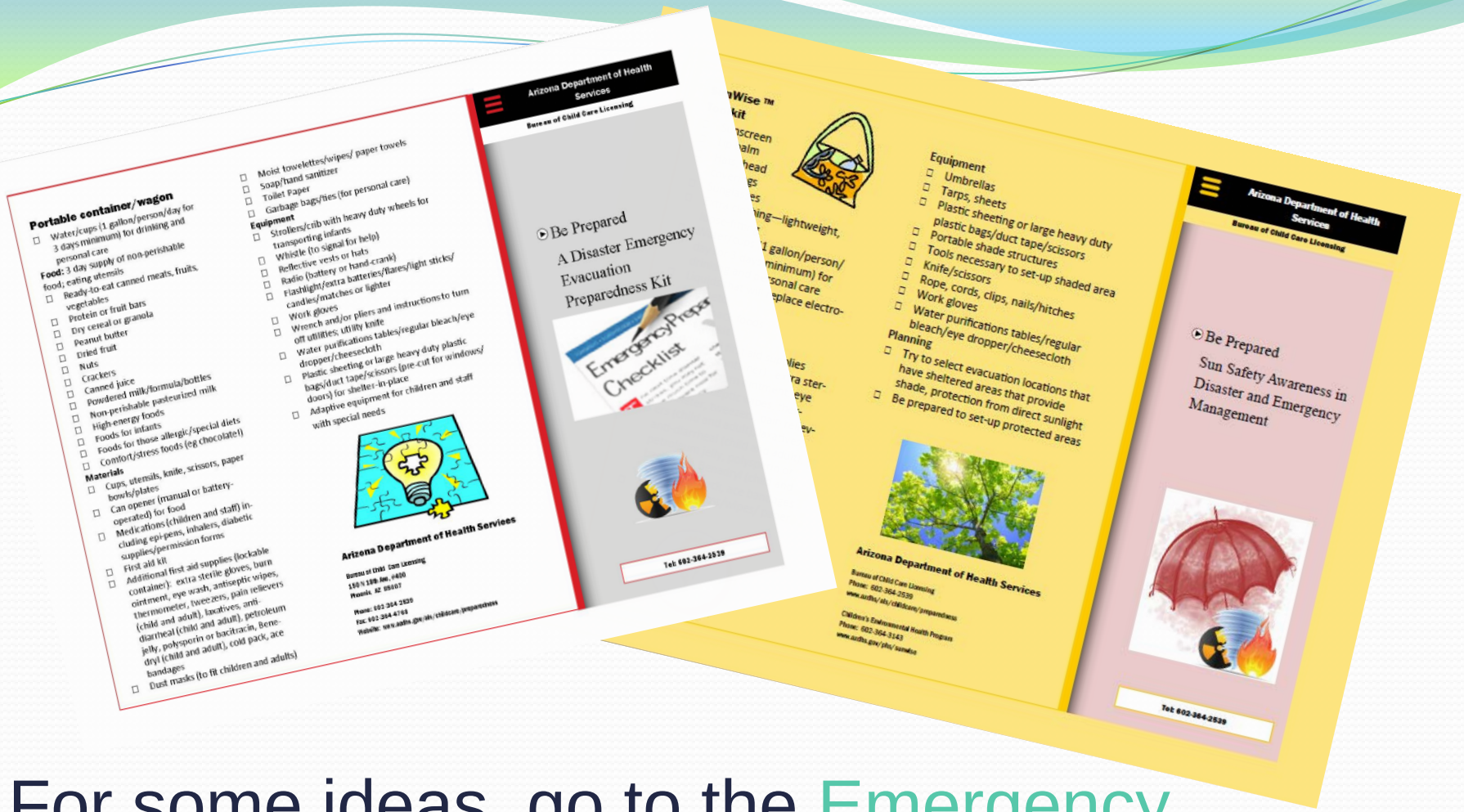
D.E.E.P.™

Bureau of Child Care Licensing, Arizona Department of Health Services

Advance Planning

Do you have disaster kits? Do you have enough supplies for at least 72 hours/3 days?





For some ideas, go to the Emergency Preparedness page on the www.azdhs.gov website

Consider creating "Go-Bags"

- Go-bags should contain basic essentials
- Each bag can be specific to particular tasks or needs
  - Any portable container can function as a go-bag
- Involve staff & children

Manual – p. 11

Workbook – p. 12-13

Advance planning

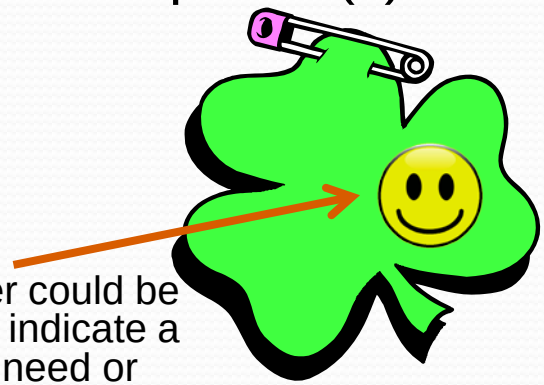
- Phone number of family member or friend out of the area
- Establish an emergency number for program
- Maintain a current digital photo of each child

Do you have:

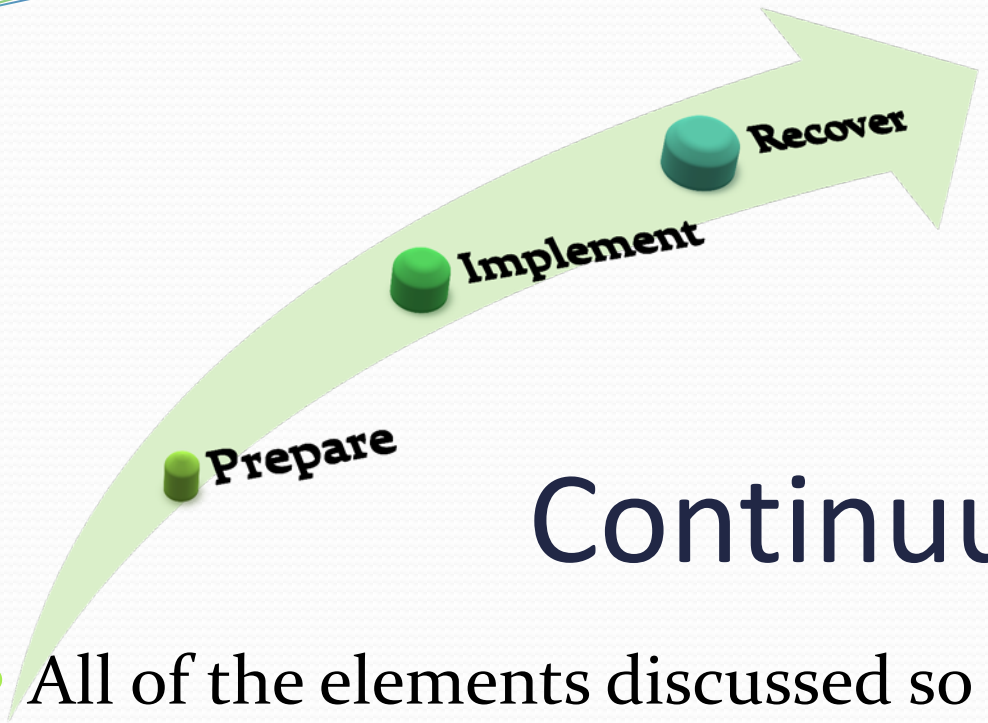
- A designated emergency number for your program
- A list with emergency contact information & photos of each child

Identification for each child, and staff member

- Name of facility
- Name of child
- Name of parent(s)



- A sticker could be used to indicate a special need or accommodation



Continuum of Care

- All of the elements discussed so far contribute to your capacity to provide quality support and care to the families you serve.
- In other words, quality care for children continues regardless of the circumstances or the setting.

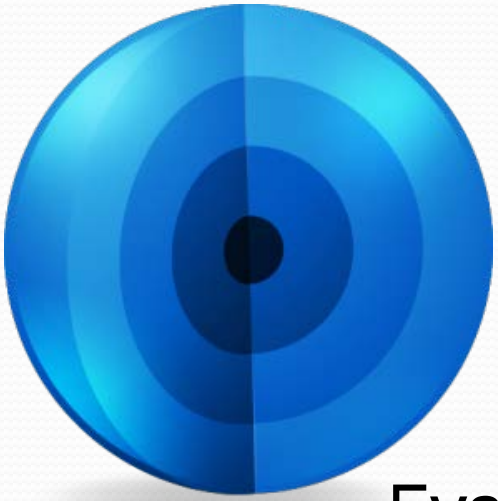
During the emergency

- Have plans for staff availability
- Plans should minimize impact on routine care experience
  - A staff member assigned to be responsible for each child
  - A back-up staff member also assigned
- On-going communication may be required

LET'S SUMMARIZE…

Does your plan include key elements addressing the 4 target areas and 4 basic goals of emergency & disaster management standards?

4 target areas – 4 goals



- Evacuation
- Reunify
- Special Needs
- Recovery

Workbook – p. 18

PLAN
PRACTICE
IMPLEMENT
IMPROVE

A plan is only helpful if everyone:

- Knows it
- Practices it
- Implements it
- Adds improvements as needed

Be prepared to manage emergency events regardless of whether external help is available!

YOUR Emergency is OUR Emergency!

Keep us in your communication loop!

- Check out our WEBSITE
- Call, Write, Email

BUREAU OF CHILD CARE LICENSING

Emergency Preparedness

Emergency Disaster Contact Form

In order to assist the entire child care community during an emergency or disaster situation, please have a facility representative contact the Bureau of Child Care Licensing (BCCL) with the following information:

NAME of facility:		
ADDRESS of facility:		
Working Telephone Number:		CDC/SGH#:

BEFORE declaration of a disaster/emergency		
Please provide the following information, if possible, to your regional office or your Licensing Surveyor.		
Would you be willing to exceed your capacity on a temporary basis?	YES ☐	NO ☐
Would you be willing to re-locate to a temporary site, if necessary?	YES ☐	NO ☐
Are you aware of a possible temporary site to which you could relocate?	WHERE:	
Do you have a working emergency generator?	YES ☐	NO ☐
Do you have an email address BCCL can use to send you information related to a disaster?	NO ☐ YES ☐	
Do you have a cell phone number BCCL can use to send you a text message related to a disaster?	NO ☐ YES ☐	
Your Licensing Surveyor:		
Your regional BCCL office telephone number:		

AFTER declaration of a disaster/emergency		
Contact your local regional BCCL office and provide the following information:		
Can you operate at **full** capacity?	YES ☐	NO ☐
Can you operate at **partial** capacity?	Number of children you can care for:	
Can you only operate at an emergency **temporary site**?	WHERE:	

Regulations & Disaster/Emergencies

All regulatory requirements – except for those listed below – are temporarily exempted for the initial 24 hours of a facility's response to a disaster/emergency situation

Communication with the Bureau of Child Care Licensing will be required to determine what exemptions will apply after the initial immediate response period.

The following are key safety requirements that will NOT be exempted:		
• Supervision	R9-5-501.C.1	R9-3-401.B.1
• Health, Safety	R9-5-501.A.1	R9-3-401.A.1
• Emergency record cards for children	R9-5-304.C	R9-3-303.C
• Emergency information for staff	R9-5-402.A	R9-3-301.A.4.b
• Medications	R9-5-516.B	R9-3-309.B
• Infant/Toddler food supplies	R9-5-508.E	R9-3-407.A.5
• Child sign-in/out records maintained	R9-5-306	R9-3-305

Immediate response rule exemptions apply only to licensed facilities within officially identified disaster/emergency areas.

WWW.AZDHS.GOV/LICENSING/CHILDCARE-FACILITIES/INDEX.PHP

BUREAU OF CHILD CARE LICENSING

Check out our website on a regular basis for updates and new information!

ARIZONA DEPARTMENT OF HEALTH SERVICES
Health and Wellness for All Arizonans

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Child Care Facilities Licensing

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Signup for email updates

Emergency Preparedness - Home

The links below are for documents, resources and other web sites with information pertinent to issues arising in regards to emergency preparedness and child care settings, including communication strategies between community, parents and child care staff.

Disaster Emergency Evacuation Preparation (DEEP)

- Disaster Emergency Evacuation Preparedness – D.E.E.P.™ Online Training - A training (6 modules) designed to help child care administrators and providers develop an effective plan for disaster emergency management.
- Disaster Emergency Evacuation Preparedness – D.E.E.P.™ Introduction for Parents - An introduction to preparedness awareness for families with children in child care settings.

DEEP Thoughts are short flyer handouts with information regarding potentially hazardous conditions and disasters for use by providers, staff members and families in Arizona.

- Drought
- Heat Wave

DEEP Forms are documents & checklists, as well as informational resources, developed by DHS to help providers plan and train effectively for disasters and emergencies of any kind.

- Center Evacuation Procedures
- Emergency Evacuation Plan
- Emergency Numbers
- Evacuation Checklist
- Organizational Roles
- Staff Duties

Resources for Child Care Providers

- Emergency Preparedness Checklist - a quick checklist to help you be more prepared for an emergency incident
- Ready Kids - A resource from FEMA to teach your children about Emergency Preparedness
- FEMA - The Federal Emergency Management Administration
- Incident Command System Basics for Child Care Providers

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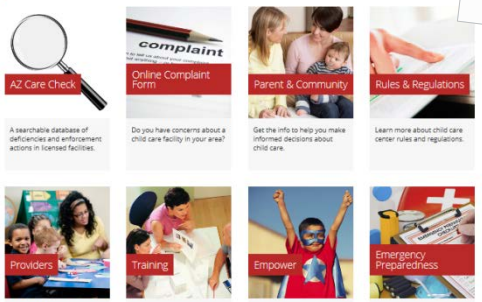
Home

- NEWS from DPS - Online Application for Fingerprint Clearance Cards.
- Disaster Emergency Evacuation Preparedness™ Online Training for child care providers.
- Online Payment Services are available for facilities to pay their licensing fee.
- Changes in licensing fee payment process beginning JUNE 1, 2016 - see Applications page



Training Certificate

To owners, administrators, directors and assistant directors who have completed the training module:

You can receive DHS credit for 6 clock hours of training in Disaster Emergency Evacuation Preparedness.

- Fill out the Questionnaire located on p. 35 of the workbook.
- Print a copy of the following slide and complete it.
- Copy the completed pages indicated from the Workbook.
- SEND in this documentation and you will receive a training certificate for 6 clock hours of training.

Bureau of Child Care Licensing
150 N. 18th Ave, #400
Phoenix AZ 85007
(or email to your Licensing Surveyor)

- Name:
- Facility:
- CDC/SGH #:
- Date completed:
- Signature/date:

Include a copy of the following:

- This slide – filled out
- Questionnaire
- Workbook p. 9
- Workbook p. 18
- Workbook p. 25-26
- Workbook p. 30

End of Module 1.6
D.E.E.P. Online Training

Planning for People

Practice!