

Sheltering During Disasters and Emergencies

Supplemental Materials and Ideas for Trainers

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Opener: Think-Pair Share Expand

[Think-pair-share-expand is a collaborative learning strategy where learners work together to solve a problem or add to solutions. This strategy requires learners to (1) think individually about a topic the instructor wants to raise; and (2) share ideas with a single colleague, and then the group.]

Shelter in place means finding a safe location indoors and staying there until you are given an “all clear” or told to evacuate. You may be asked to shelter in place because of a pandemic, an active shooter; tornado; or chemical, radiological, or other hazard.

The purpose of sheltering in place is to keep people safe while indoors during an emergency event. Sometimes the best way to stay safe in an emergency is to get inside and stay put inside a building or vehicle. Where you should stay can be different for different types of emergencies. In some of these emergencies, you might not have running water to drink, to bathe, or to flush the toilet. You might not have electricity to keep your food cold, turn on a light or charge a phone.

When you shelter in place, it isn’t enough to seek shelter inside. You will need to have supplies while you are sheltering, and there are other items you will need to keep yourself safe. So you should know how to assemble a “Stay Box” before the need to shelter in place emerges, and you need to think ahead about what you should keep in that box. Some of the items that experts suggest you collect now include:

- **Water**
- **Foods that won’t spoil and don’t require cooking**
- **Trash bags**

These are just a few specific examples of key supplies. On the back of this paper, please list some other supplies which you think should be included in Stay Boxes for sheltering in place.

Sheltering in Place: Possible Sub-Topics

This module provides a general overview of sheltering in place, but there are many sub-topics under this heading. Here is a list of a few areas to consider:

- **Caretakers**: Not all shelter-in-place resources account for the fact that some people may be responsible for a loved one with certain needs. When the time comes to shelter in place, caretakers must not only take care of themselves, but also of others who may have a variety of medical, mobility, or other needs.
- **Children**: Most of the shelter-in-place literature out there is intended for adults, who are the main facilitators of emergency planning. But what about the children? Ensuring that children are cared for – and know what to do – in such times is important, especially considering that children’s needs may be different from those of adults.
- **English Language Learners**: Many resources exist for people proficient in English; however, not all materials are translated into other languages. If a community has a large population of people whose first language is not English, it may be necessary to make sure that resources can be provided in other languages.
- **People with Disabilities**: Many resources about sheltering in place tend to assume that the readers do not have disabilities or other factors that could impact mobility and the ability to shelter in place. It is important to consider the needs of, and resources for, a broad range of people with aural, communicative, visual, and other disabilities.
- **Pets**: The priority of emergency planning tends to be on humans. However, many households have pets; many people consider their pets as part of the family, too. An order to shelter in place may very well mean sheltering with an animal as well. Planning should also include any pets in the household.
- **What Happens Next?** When the order to shelter in place is lifted, what happens next? Is it simply a matter of going outside, or are there other things to consider, too? People may need to take extra precaution when venturing outside, contact loved ones, or assist others.

Sheltering in Place: Videos

General How-To

- **[How to Prepare to Shelter in Place](https://www.youtube.com/watch?v=N6b4dzwnev0)** (<https://www.youtube.com/watch?v=N6b4dzwnev0>): When you shelter in place, it isn't enough to seek shelter in a room. You will need to have supplies while you are sheltering, and there are other items you will need to keep yourself safe. This 5-minute video demonstrates how to assemble an emergency kit for when you must shelter in place.
- **[Sheltering in Place](https://www.youtube.com/watch?v=pWqCGYx9SGs)** (<https://www.youtube.com/watch?v=pWqCGYx9SGs>): This video provides a definition of sheltering in place and clarifies how it differs from taking shelter in your home. It goes over steps to take to prepare a room in your home, as well as listing important items to have. The video also explains how to shelter in place in a car. This 6-minute video was created by the American Red Cross.

Workplaces and Universities

- **[Business Shelter in Place](https://www.youtube.com/watch?v=ZBY3zh8a2ww)** (<https://www.youtube.com/watch?v=ZBY3zh8a2ww>): This 30-minute training shows managers how to implement a plan for sheltering in place at their workplace. The video focuses solely on chemical emergencies. It gives a detailed, scientific explanation of what happens during a chemical emergency. The video also addresses issues critical for a manager's consideration, such as how to select a shelter, what and how many supplies to provide, how to build buy-in from upper management, and how to effectively communicate throughout the emergency.
- **[Shelter in Place](https://www.youtube.com/watch?v=R59qy5HLgTQ)** (<https://www.youtube.com/watch?v=R59qy5HLgTQ>): This short video was designed to help students at Indiana University know how to shelter in place (or "take safe shelter"), but it contains information that can be applied elsewhere whenever it is necessary to shelter in place – namely, how to select a good location. Most of the information in this video is delivered orally, but some key points and terms are shown on screen.
- **[Shelter in Place - NACS Emergency Preparedness Training Video](https://www.youtube.com/watch?v=kv2SxOeIMLE)** (<https://www.youtube.com/watch?v=kv2SxOeIMLE>): The National Association of Convenience Stores (NACS) prepared this short video to help prepare workplaces for emergency situations that would require employees and customers to shelter in place. This information could be useful for people who manage or oversee groups of people, as it lists key emergency planning steps – such as identifying and preparing appropriate shelter, stockpiling supplies, and accounting for staff.
- **[Shelter in Place Procedures](https://www.youtube.com/watch?v=X9F3eA-VLxA)** (<https://www.youtube.com/watch?v=X9F3eA-VLxA>) Learn how to shelter in place from Purdue Pete! This short video covers sheltering in place during several different incidents, including tornadoes, active shooters, and hazardous leaks. The video targets university students and mentions apps specific to Purdue

students, but the information could be applied on other campuses and is presented in a way that is clear and concise.

Chemical Spills

- **[Disaster & Preparedness – Episode 10 – Shelter in Place](https://www.youtube.com/watch?v=xjpoh7lGqLg)** (<https://www.youtube.com/watch?v=xjpoh7lGqLg>): This 3-minute video produced by Ready NC discusses how to prepare a room in your home for sheltering in place. The video focuses on precautions against chemical hazards and includes a few visual demonstrations.
- **[Residential Shelter in Place](https://www.youtube.com/watch?v=9z-TG2vMDc4)** (<https://www.youtube.com/watch?v=9z-TG2vMDc4>): Just why is a chemical plume so dangerous? Why is a building safer than a car in the event of a chemical emergency? FEMA answers those questions in his 13-minute FEMA video. Since this video was produced in the early 2000s, some of the information is dated, but it emphasizes the need to make an emergency plan well in advance. It also gives a thorough explanation of what happens during a chemical emergency and why it is essential to prepare your home accordingly. The video also shows how to correctly apply duct tape to openings in your safe room.
- **[Shelter in Place Instruction Video](https://www.youtube.com/watch?v=Ez5liRGahsQ)** (<https://www.youtube.com/watch?v=Ez5liRGahsQ>): A chemical spill is an uncommon event, but it is important to know how to shelter in place in case it happens in your community. This 7-minute video gives detailed information on how to identify an appropriate location, what supplies to have on hand, how to prepare your shelter, and what to do when you can go outside again. There are images and text to help demonstrate the key points.
- **[Shelter in Place Video](https://www.youtube.com/watch?v=6ydkdQ2IHbw)** (<https://www.youtube.com/watch?v=6ydkdQ2IHbw>): This short cartoon shows how to shelter in place in the event of a chemical spill. The simple and concise presentation is suitable for younger audiences.

Active Shooters

- **[Shelter in Place](https://www.youtube.com/watch?v=iekH_xhZOwE)** (https://www.youtube.com/watch?v=iekH_xhZOwE): These days, the term “shelter in place” is often associated with active shooters. This 2-minute video, produced by Manchester Community College, outlines several key steps to shelter in place on a college campus during an active shooter incident.

Weather

- **[A Look at Sheltering in Place](https://www.youtube.com/watch?v=CAwRS3PkGM8)** (<https://www.youtube.com/watch?v=CAwRS3PkGM8>); This 11-minute video discusses steps to shelter in place during severe weather. Some of the tools cited are specific to Elbert County, but the speaker encourages viewers to look into what tools and policies exist in their own communities. In addition, the speaker highlights the use of social media as a communication tool in such situations.
- **[Safest Place During a Tornado](https://www.youtube.com/watch?v=4UT60wyKA_c)** (https://www.youtube.com/watch?v=4UT60wyKA_c): This short video shows ideal places in your home to shelter in place during a tornado

Sheltering in Place: Links and Downloads

- **[Coping with Shelter in Place](https://www.redcross.org/content/dam/redcross/atg/PDF_s/Preparedness_Disaster_Recovery/Disaster_Preparedness/Terrorism/Coping_with_ShelterinPlace_Emergencies.pdf)** (https://www.redcross.org/content/dam/redcross/atg/PDF_s/Preparedness_Disaster_Recovery/Disaster_Preparedness/Terrorism/Coping_with_ShelterinPlace_Emergencies.pdf): When we think of “sheltering in place,” the first thing that comes to mind is usually physical safety – getting to a safe location, keeping that location secure, and having supplies on hand to sustain ourselves during the crisis. Often ignored is the need for emotional well-being. Emergencies are necessarily stressful, and considering our emotional needs are just as important as considering our physical ones. This link provides a checklist and some tips for mental health needs while sheltering in place, including considerations for children and pets.
- **[Fact Sheet on Shelter-in-Place](https://www.redcross.org/content/dam/redcross/atg/PDF_s/Preparedness_Disaster_Recovery/Disaster_Preparedness/Terrorism/shelterinplace.pdf)** (https://www.redcross.org/content/dam/redcross/atg/PDF_s/Preparedness_Disaster_Recovery/Disaster_Preparedness/Terrorism/shelterinplace.pdf): The American Red Cross prepared this fact sheet to inform people on what to do when they need to shelter in place during a chemical emergency. The fact sheet gives tips on sheltering in place in several different locations – at home, at work, at school, or in a car.
- **[How to Cope with Sheltering in Place](https://store.samhsa.gov/system/files/sma14-4893.pdf)** (<https://store.samhsa.gov/system/files/sma14-4893.pdf>): The very idea of sheltering in place can be stressful. This guide, prepared by the Substance Abuse and Mental Health Services Administration, offers tips and considerations for taking mental health into account when you plan for sheltering in place. There are also tips for those with chronic medical needs. At the end of the guide is a link to additional resources and helplines.
- **[Planning Resource Guide for Nursing Homes](https://www.ahcancal.org/facility_operations/disaster_planning/Documents/SIP_Guidebook_Final.pdf)** (https://www.ahcancal.org/facility_operations/disaster_planning/Documents/SIP_Guidebook_Final.pdf): In some cases, evacuation may not be the most feasible option. This is especially true for nursing homes, hospitals, and other care facilities, which are responsible for the health and well-being of many. This handbook provides information helpful for people who work in care facilities. It includes decision-making trees to help determine when sheltering in place is preferable to evacuation, as well as checklists and other planning documents to track supplies and other equipment.
- **[Shelter-in-Place](https://mil.wa.gov/asset/5ba4202badda7)** (<https://mil.wa.gov/asset/5ba4202badda7>): This document provides general tips on sheltering in place during a chemical emergency. The information is presented in English on the first page and in Spanish on the second.
- **[Shelter-in-Place Supplies Checklist](https://www.readyrating.org/Resource-Center/All-Resources/shelter-in-place-supplies-checklist)** (<https://www.readyrating.org/Resource-Center/All-Resources/shelter-in-place-supplies-checklist>): The American Red Cross created this checklist of supplies and equipment helpful to have in the event you need to shelter in place. The checklist includes first aid supplies, communication tools, emergency equipment, and sanitary supplies. At the bottom of the webpage is a link to a downloadable Word Doc that you can print and use to prepare your own supplies.

Sheltering in Place: Pamphlets

- **[Shelter in Place: A Guide to Keep You Safe during a Hazardous Chemical Emergency](https://www.stlouisco.com/Law-and-Public-Safety/Emergency-Management/Get-Prepared/Sheltering-in-Place)** (<https://www.stlouisco.com/Law-and-Public-Safety/Emergency-Management/Get-Prepared/Sheltering-in-Place>): The St. Louis County Local Emergency Planning Committee prepared these brochures as planning resources in the event of a chemical emergency; however, much of the information (particularly about supplies) would be relevant for other shelter in place scenarios. The website links to two brochures, one intended for adults and another meant for children.
- **[Shelter in Place Brochure](http://www.dshs.state.tx.us/region1/documents/tmp-Shelter-In-Place-Brochure.pdf)** (<http://www.dshs.state.tx.us/region1/documents/tmp-Shelter-In-Place-Brochure.pdf>): The concept of sheltering in place has the same basic meaning no matter where you do it; however, the policies and protocol may differ depending on where you are. This brochure gives a brief, concise outline of how to shelter in place at work, home, or school.
- **[Show Me for Emergencies](https://www.mass.gov/doc/show-me-a-communication-tool-for-emergency-shelters/download)** (<https://www.mass.gov/doc/show-me-a-communication-tool-for-emergency-shelters/download>): Communication is crucial in emergency situations, often meaning the difference between life and death. First responders, volunteers, and other relief workers must provide instructions and make sure that victims get the care that they need, while victims must be able to articulate their needs. But what happens when victims have a communication need? Perhaps English is not their first language, or perhaps the stress of the situation makes it difficult to express themselves. The Massachusetts Office of Preparedness and Emergency Management created this booklet as a tool to facilitate communication between emergency workers and victims. Its pages are filled with icons to which a person can point to clarify a need. The icons cover a broad range of needs, including medical and emotional. The booklet was designed for many emergencies, including situations that require sheltering in place. You can print the booklet at the link provided, or order more from this link: <http://massclearinghouse.ehs.state.ma.us/product/MS2322.html>.

Sheltering in Place: Handouts and Forms

A sample of each document is provided.

- **[Emergency Plan](https://www.publicsafety.upenn.edu/files/2014/07/Appendix_3.0_Emergency-Prep_Shelter-In-Place.pdf)** (https://www.publicsafety.upenn.edu/files/2014/07/Appendix_3.0_Emergency-Prep_Shelter-In-Place.pdf): The University of Pennsylvania has a detailed plan for situations requiring sheltering in place. This plan can be used as a template for a building-wide shelter in place plan. It includes role delegations, rosters, checklists, and even considerations for alternate locations.
- **[Shelter-in-Place Checklist for Residences](https://nsem.info/sites/default/files/sip-residence-checklist.pdf)** (<https://nsem.info/sites/default/files/sip-residence-checklist.pdf>): This is a sample checklist that you can use to help you prepare your home in advance in case you ever need to shelter in place. The checklist walks you through the tasks of finding an adequate space, preparing a supply kit, sheltering in place, and leaving your shelter after the emergency.

Sheltering in Place: Activities

The following are some suggested group activities to help you plan for sheltering in place:

- **Shelter in Place Planning (20 -30 min):** Emergencies necessarily arrive with little or no warning. Although we can never fully know how an emergency will unfold, a bit of preparation could save lives. Identifying safe spaces, preparing kits, and practicing with drills can help you and your colleagues or family know how to respond to the call to shelter in place.

For this activity, you will work in small groups of 3-4. Each group will be assigned a scenario. Based on your scenario, draft a “shelter in place plan” that would be appropriate for your home or workplace (your choice). Your plan should include the following:

- A needs assessment: Identify the people who would need to shelter in place, any needs or concerns that should be considered (e.g., people with disabilities, pets, space limitations), and things that your location currently does not have but would ideally need to have in case of a shelter-in-place emergency.
- Appropriate location for sheltering in place (based on your given scenario)
- Items to be included in a shelter-in-place kit
- A rough list of steps to be taken before and after the emergency to make sure that all people are safe and accounted for.

To help you get started, here are a couple of links to shelter in place drills that other organizations have come up with:

- <https://www.preparingtexas.org/Resources/documents/G-364%20Toolkit/Shelter-in-PlaceDrill.doc>
- <https://cchp.ucsf.edu/sites/g/files/tkssra181/f/Sample-Drill-Shelter-in-Place.pdf>

Suggested scenarios: chemical spill, active shooter, tornado. You are welcome to come up with your own scenarios as well.

- **Create Your Own Checklist (10 min):** What kinds of things would you need to shelter in place? It is always best to think ahead, so that when the time comes, you are ready to act. In small groups of 3-4, think about items that would be useful to have on hand in a shelter in place situation. Make a checklist of items that would be needed. Be ready to share and discuss as a broader group.

Attachment A: Stay Put - Learn How to Shelter in Place

Sometimes the best way to stay safe in an emergency is to get inside and stay put inside a building or vehicle. Where you should stay can be different for different types of emergencies.

[Be informed](#) about the different kinds of emergencies that could affect your area and ways officials share emergency information. Ask your local emergency agencies about the best places to take shelter during different types of emergencies.

Get Inside, Stay Inside

If local officials tell you to “stay put,” act quickly. Listen carefully to local radio or television stations for instructions, because the exact directions will depend on the emergency situation. In general you should:

- **Get inside.** Bring your loved ones, your emergency supplies, and when possible, your pets,
- **Find a safe spot** in this location. The exact spot will depend on the type of emergency,
- **Stay put** in this location until officials say that it is safe to leave.

Stay in Touch

Once you and your family are in place, let your emergency contact know what’s happening, and listen carefully for new information.

Once you’re inside and in a safe spot, let your emergency contact know where you are, if anyone is missing, and how everyone is doing.


- **Call or text your emergency contact.** Let them know where you are, if any family members are missing, and how you are doing.
- **Use your phone only as necessary.** Keep the phone handy in case you need to report a life threatening emergency. Otherwise, do not use the phone, so that the lines will be available for emergency responders.
- **Keep listening to your radio, television, or phone for updates.** Do not leave your shelter unless authorities tell you it is safe to do so. If they tell you to evacuate the area, follow their instructions.

Sheltering with pets

- Prepare a spot for your pets to poop and pee while inside the shelter. You will need plenty of plastic bags, newspapers, containers, and cleaning supplies to deal with the pet waste.
- **Do not allow pets to go outside the shelter until the danger has passed.**

Sealing a Room

- In some types of emergencies, you will need to stop outside air from coming in. If officials tell you to “seal the room,” you need to:
 - Turn off things that move air, like fans and air conditioners,
 - Get yourself and your loved ones inside the room,
 - Bring your emergency supplies if they are clean and easy to get to
 - Block air from entering the room, and
 - Listen to officials for further instructions.

Once officials say the emergency is over, turn on fans and other things that circulate air. Everyone should go outside until the building’s air has been exchanged with the now clean outdoor air. For more details, read FEMA’s [Guidelines for Staying Put](#) .

Staying Put in Your Vehicle

In some emergencies it is safer to pull over and stay in your car than to keep driving. If you are very close to home, your workplace, or a public building, go there immediately and go inside. Follow the “shelter-in-place” recommendations for that location. If you can’t get indoors quickly and safely:

It may be safer to pull your car over and stay put than to keep driving. Listen to local officials to know what to do.

- **Pull over** to the side of the road.
 - Stop your vehicle in the safest place possible and turn off the engine.
 - If it is warm outside, it is better to stop under a bridge or in a shady spot so you don’t get overheated.
- **Stay where you are** until officials say it is safe to get back on the road.
- **Listen to the radio for updates** and additional instructions.
 - Modern car radios do not use much battery power, so listening to the radio for an hour or two should not cause your car battery to die.
 - Even after it is safe to get back on the road, keep listening to the radio and follow directions of law enforcement officials.

Attachment B: 14 Steps for Sheltering in Place

A. BEFORE:

- 1. Pre-select an interior room(s) with the fewest windows or vents • Storage rooms • Hallways • Avoid rooms with mechanical equipment like ventilation blowers or pipes • Room(s) should have adequate space for everyone to be able to sit down • Avoid overcrowding by selecting several rooms • Ideally should be a room with an adjoining bathroom ie master bedroom**
- 2. Prepare a Shelter-in-Place Kit containing the following: • A battery-operated/ or hand cranked AM/FM radio and batteries • Plastic sheeting (preferably, pre-cut to size to cover any windows & doors and labelled) • Duct tape for sealing cracks around doors and windows • Alternate lighting, in the event of a power outage (i.e., candle free lantern(s), flashlight(s), headlights (keeps your hands free), batteries, and light-sticks • Bottled water for drinking and to wet towels • Ready to eat, non-perishable snack food • Enough towels to block the bottoms of each door in the room • First-aid kit • Paper, pens, list of important phone numbers**
- 3. Ensure a hard-wired telephone is in the room you selected. If not, bring in a cellular phone. Consider a laptop or small TV**
- 4. Conduct a Shelter-in-Place drill with those living in the residence twice a year.**
- 5. Check the supplies of the Shelter-in-Place Kit every six months.**

DURING:

- 6. Go inside immediately ensuring to bring pets as well.**
- 7. Close all doors and windows ☐ Shut down furnace, air conditioners, and exhaust fans and vents**
- 8. Close fireplace dampers**
- 9. Retrieve the Shelter-in-Place Kit once inside the Shelter-in-Place Room(s).**
- 10. Seal any doors ,windows, vents with plastics sheeting and tape**
- 11. Place wet towels at base of door(s)**
- 12. Monitor media for updates (e.g. radio, cell phones, etc.)**
- 13. Go into you pre-designated interior room.**

14. Remain in the Shelter-in-Place Room(s) until an ALL Clear is given by emergency officials.

Attachment C: Pandemic Sheltering

A. Basics

What is it?

A pandemic is a global outbreak. An influenza (flu) pandemic occurs when a new flu virus:

- Emerges that people never experienced before
- Begins to cause mild to serious illness in humans
- Spreads easily person-to-person worldwide

Reducing Your Risk

Protect yourself from flu by taking the same steps you would to guard yourself against colds and viruses.

- Cover your nose and mouth when you cough or sneeze. We were all taught to cough or sneeze in our hand, but when possible use a tissue or your sleeve.
- Wash your hands with soap and water frequently throughout the day, especially after coughing and sneezing. Avoid touching eyes, nose or mouth to prevent the spread of germs.
- Avoid sharing utensils and drinks.
- Stay home from work or school if you are ill.
- If there is flu in your area, avoid crowded and poorly ventilated public areas.
- If you experience flu symptoms, consult a doctor.

What can you do to be prepared?

If pandemic flu occurs be prepared to shelter in place for at least two weeks. In addition to a Disaster Preparedness Kit, you will want to include basic medical supplies such as a thermometer, pain and fever reducing medication tissues, and surgical masks

B. A Physician's Advice

... when I was a professor of pathology at the University of California [San Diego](#), I was one of the first molecular virologists in the world to work on coronaviruses (the 1970s). I was the first to demonstrate the number of genes the virus contained. Since then, I have kept up with the coronavirus field and its multiple clinical transfers into the human population (e.g., SARS, MERS), from different animal sources.

The current projections for its expansion in the US are only probable, due to continued insufficient worldwide data, **but it is most likely to be widespread in the US by mid to late March and April.**

Here is what I have done and the precautions that I take and will take. These are the same precautions I currently use during our influenza seasons, except for the mask and gloves.:

- 1) **NO HANDSHAKING!** Use a fist bump, slight bow, elbow bump, etc.
- 2) **Use ONLY your knuckle to touch light switches, elevator buttons,** etc.. Lift the gasoline dispenser with a paper towel or use a disposable glove.
- 3) **Open doors with your closed fist or hip – do not grasp the handle with your hand,** unless there is no other way to open the door. Especially important on bathroom and post office/commercial doors.
- 4) **Use disinfectant wipes at the stores** when they are available, including wiping the handle and child seat in grocery carts.
- 5) **Wash your hands with soap for 10-20 seconds and/or use a greater than 60% alcohol-based hand sanitizer whenever you return home from ANY activity** that involves locations where other people have been.
- 6) **Keep a bottle of sanitizer available at each of your home's entrances. AND in your car** for use after getting gas or touching other contaminated objects when you can't immediately wash your hands.
- 7) If possible, cough or sneeze into a disposable tissue and discard. Use your elbow only if you have to. The clothing on your elbow will contain infectious virus that can be passed on for up to a week or more!

What I have stocked in preparation for the pandemic spread to the US:

- 1) **Latex or nitrile latex disposable gloves for use when going shopping,** using the gasoline pump, and all other outside activity when you come in contact with contaminated areas.

Note: This virus is spread in large droplets by coughing and sneezing. This means that the air will not infect you! BUT all the surfaces where these droplets land are infectious for about a week on average – everything that is associated with infected people will be contaminated and potentially infectious. The virus is on surfaces and you will not be infected unless your unprotected face is directly coughed or sneezed upon. This virus only has cell receptors for lung cells (it only infects your lungs) The only way for the virus to infect you is through your nose or mouth via your hands or an infected cough or sneeze onto or into your nose or mouth.

- 2) Stock up now with disposable surgical masks and use them to prevent you from touching your nose and/or mouth (We touch our nose/mouth 90X/day without knowing it!). This is the only way this virus can infect you – it is lung-specific. The mask will not prevent the virus in a direct sneeze from getting into your nose or mouth – it is only to keep you from touching your nose or mouth.
- 3) Stock up now with hand sanitizers and latex/nitrile gloves (get the appropriate sizes for your family). The hand sanitizers must be alcohol-based and greater than 60% alcohol to be effective.
- 4) **Stock up now with zinc lozenges.** These lozenges have been proven to be effective in blocking coronavirus (and most other viruses) from multiplying in your throat and nasopharynx. Use as directed several times each day when you begin to feel ANY “cold-like” symptoms beginning. It

is best to lie down and let the lozenge dissolve in the back of your throat and nasopharynx. Cold-Eeze lozenges is one brand available, but there are other brands available.

I, as many others do, hope that this pandemic will be reasonably contained, BUT I personally do not think it will be. Humans have never seen this snake-associated virus before and have no internal defense against it. Tremendous worldwide efforts are being made to understand the molecular and clinical virology of this virus. Unbelievable molecular knowledge about the genomics, structure, and virulence of this virus has already been achieved. BUT, there will be NO drugs or vaccines available this year to [protect](#) us or limit the infection within us. Only symptomatic support is available.

I hope these personal thoughts will be helpful during this potentially catastrophic pandemic. You are welcome to share this email.

James Robb, MD FCAP

Dr. Robb is a recognized expert in biospecimen science with over 50 years of experience in molecular pathology, virology, and genetics. He is board certified in anatomic pathology, clinical pathology, cytopathology, and dermatopathology. Dr. Robb is a consulting pathologist to the National Cancer Institute (NCI) and the Office of Biorepositories and Biospecimen Research (OBBR).

C. Coronavirus: Pandemic Supplies You Need

We are seeing this coronavirus take the news by storm. Some are a little freaked out, some are paranoid, and some think it's not even real. When we see things on the news, social media, or start to get scared, it's time to take a step back and figure out what we are actually dealing with.

So, below we are going to talk about what the Coronavirus actually is and pandemic supplies you should keep on hand.

What is the Coronavirus

The Coronavirus is actually like the common cold virus. There are many viruses that cause the common cold, the flu, etc. Coronaviruses are several different viruses that cause an infection in your nose, sinuses, or upper throat, and sometimes your upper respiratory system. **Most Coronaviruses are NOT dangerous.**

Almost everyone will contract a Coronavirus in their lifetime. Usually, you would get one of these viruses as a young child. In the U.S., Coronaviruses are common in the fall and winter.

So, if this is a common virus, what is all the hype about? Well, there are two diseases that are caused by a certain Coronavirus. Two of the dangerous Coronaviruses are **SARS** and **MERS**.

MERS Coronavirus

MERS is a respiratory illness that causes symptoms of fever, cough, and shortness of breath. Many that acquire MERS also have nausea and vomiting. Additionally, more serious complications such as kidney failure and pneumonia follow this virus.

However, it is important to note that most of the people who have died from MERS have had pre-existing conditions that weakened their immune system. Pre-existing conditions included:

- diabetes
- cancer
- chronic lung disease
- chronic heart disease
- chronic kidney disease

If you have a pre-existing condition, I would suggest taking a few extra precautions to prevent yourself from catching the Coronavirus. You will find prevention measures below.

SARS Coronavirus

SARS is Severe Acute Respiratory Syndrome. It is a respiratory illness caused by a Coronavirus. Currently, there are NO cases of SARS. The last known reported case was in China in 2004. Symptoms begin with a very high fever and the following other symptoms may transpire:

- Headache
- Body aches
- Mild respiratory symptoms
- Diarrhea
- Dry, unproductive cough
- Low oxygen levels

As you can tell, SARS can be deadly, but this is NOT the one that is being discussed in the news. And, as stated above, we haven't seen it since 2004. This doesn't mean we won't see it, but it is not what is the concern in the media at this time.

Common Symptoms

The symptoms of a Coronavirus are so similar to other cold-causing viruses that you won't know if you have a coronavirus or another virus such as the rhinovirus. The symptoms include:

- Coughing
- Runny nose
- Sore throat
- Sometimes a fever

If the virus spreads or you have a weak immune system due to pre-existing conditions, the virus can turn into pneumonia. Obviously, some of the viruses can turn into MERS and SARS as well. Keep in mind that this usually only happens in those who have a compromised immune system.

How Does it Spread?

The Coronaviruses spread much like other cold-causing viruses. Therefore, this virus spreads through infected people coughing, sneezing, or by touching an infected person's hands or face. You can also get one of the viruses by touching doorknobs that infected people have touched.

Most viruses are spread in these ways. That is why when it starts spreading quickly, it gets into the news and people start to worry. Viruses can be spread easily from one person to the next before we even realize we are sick.

What You Can Do

Because most Coronaviruses are not dangerous and spread like a common cold, you would do the same thing you would to avoid a cold. If you have a compromised immune system, it is even more important to do these things on a daily basis.

Wash your hands: Wash your hands with running water and antibacterial soap. Stock up on soap because you are going to need it.

Use hand sanitizer: If you don't have access to soap and water, use an alcohol-based [hand sanitizer](#) with 60% alcohol. Less than 60% will not kill the virus.

Stay away from people: Ok, not all people, but stay away from people who are sick as much as you can. Additionally, keep your hands away from your eyes and mouth.

Get plenty of rest: Not getting at least 7 hours of sleep per night can lower your immune system. This leaves you susceptible to getting the coronavirus.

Drink Fluids: It is recommended to drink eight 8-ounce glasses of water per day. This helps flush any toxins from your body and keeps your immune system healthy.

Clean with bleach: One of the best ways to kill a virus is with bleach. Bleach pretty much cleans everything. So, mix up some bleach and water, spray those doorknobs, wash those toilet seats, and make sure you have sanitized everything. Here's [Everything You Need to Know About Bleach](#)

Pandemic Supplies You Need

Of course, many are worried about this virus becoming a pandemic because it is affecting people in other countries and moving into our country. Whether you think it will or not, it is always better to be prepared. For this virus, here are a few pandemic supplies you should have on hand:

- [Over the counter medication for sore throat, etc.](#)
- **Fever Medication:** Ibuprofen, Tylenol, and Aspirin are good to store. Be sure to get for both adults and children.
- [A Humidifier:](#) This helps break up the cough.
- **Thermometer:** You need to know if you have a fever.
- [Anti-nausea/Anti-diarrheal medication:](#) Vomiting and diarrhea can cause dehydration quickly.
- **Fluids with electrolytes:** You can make your own with water and [DripDrop](#). If sick, it is always important to prevent yourself from becoming dehydrated.
- **Water:** You always need lots of water whether you are sick or not.
- [Face Masks:](#) You can use face masks and rubber gloves to help prevent the spread of infection.
- [Food Storage:](#) Make sure you have enough food stored in case you cannot get out of the house for a couple of weeks.
- **Bleach, hand soap, cleaners:** Bleach kills just about everything and if you are washing your hands as you should, you will need plenty of hand soap.
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Stock Your Home Pharmacy

- [Electrolyte Drip Drop](#)
- [Cough Lozenges](#)

- [Imodium](#)
- [Aspirin](#)
- [Tylenol](#)
- [Ibuprofen](#)
- [Vicks VapoRub](#)
- [Bag Balm](#)
- [Dr. Bronner's Soap](#)
- [Hand Sanitizer](#)
- [Tooth Brushes](#) and [Toothpaste](#)
- [Orajel](#)
- [Benadryl](#)
- [Advil](#)
- [First Aid Supplies](#)
- [Survival Medical HandBook](#)
- [Non-latex Gloves](#)
- [Antibacterial Soap](#)
- [Bars of Soap](#)
- [Emergen-C](#)
- [Lip Balm](#)
- [Nasal Spray](#)
- [Vitamins](#)
- [Essential Oils](#)
- [Allergy Medications](#)
- [Infant Fever Reducer Medications](#)
- [Child Fever Reducer Medications](#)

Attachment D: IF YOU ARE A PERSON WITH A DISABILTY IN AN EMERGENCY SHELTER, YOU HAVE THE FOLLOWING RIGHTS:

Law defines an individual with a disability as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment.

A recent act of amendments to the American with Disabilities Act known as the ADAAA (ADA Amendments Act of 2008) clarifies and expands upon the definition of an individual with a disability to better describe its meaning and application in a number of ways.

Rehabilitation Act of 1973, as amended, Section 504- Programs, Services and Activities, 29 USC § 794
 Fair Housing Act of 1968, as amended, 42 USC §§ 3601 et seq., 24 CFR Parts 100, 103, 56 FR 9472-9515
 (3/6/1991)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq. 29 CFR Parts 1630, 1602 (Title I, EEOC), 28 CFR Part 35 (Title II, Department of Justice), 49 CFR Parts 27, 37, 38 (Title II, III, Department of Transportation) 28 CFR Part 36 (Title III, Department of Justice), 47 CFR §§ 64.601 et seq. (Title IV, FCC)

ADA Amendments Act of 2008, 42 USCA § 12101

1. **You have the right to be included in and receive the benefits of an emergency response and recovery program.**

No qualified individual with a disability in the United States shall be excluded from, denied the benefits of, or be subjected to discrimination under any program or activity that either receives Federal financial assistance or is conducted by any Executive agency or the United States Postal Service. This applies to any agency, organization, or person that receives any type of Federal financial assistance. Federal financial assistance is defined very broadly. For example, it applies to a private nonprofit organization that receives a Federal contract to provide services, as well as an organization that receives free or subsidized use of Federal property, or is provided staff paid by a Federal agency.

Rehabilitation Act of 1973, as amended, Section 504- Programs, Services and Activities, 29 USC § 794

Housing discrimination is prohibited on the basis of race, color, religion, sex, disability, familial status, and national origin. This includes housing, regardless of type of funding, including privately owned housing, housing that receives Federal financial assistance, and housing owned or operated by state and local governments. This prohibits discrimination in any aspect of selling or renting housing or denial of a dwelling to a buyer or renter because of the disability of that individual, an individual associated with the buyer or renter, or an individual who intends to live in the residence. This also prohibits discrimination in the terms, conditions, or privileges of a rental or sale as well as the provision of services or facilities in connection with a dwelling. This covers all types of housing intended as a short or long-term residence, including the following types that are often used to house persons who are displaced by disasters: shelters that house persons for more than a few days, transitional housing facilities, nursing homes, and manufactured housing.

Fair Housing Act of 1968, as amended, 42 USC §§ 3601 et seq., 24 CFR Parts 100, 103, 56 FR 9472-9515 (3/6/1991)

2. **You have the right to a reasonable accommodation for your disability.**

People with disabilities are entitled to “reasonable accommodation.” A reasonable accommodation is a modification to rules, policies and procedures to help people with various types of disabilities access or use services. Shelters are only required to provide accommodations that are “reasonable.” Accommodations are considered “reasonable” if they do not change the “fundamental nature” of the program and/or are not administratively or financially burdensome.

Americans with Disabilities Act (ADA), 1990

Federal agencies and those receiving Federal assistance must ensure that their programs are usable and accessible to persons with disabilities, including making changes to policies, practices, procedures, and structures as a reasonable accommodation for individuals with disabilities unless doing so would require a fundamental alteration of the program or constitute an undue financial and administrative burden.

New construction and altered facilities must also meet affirmative accessibility requirements and comply with the Uniform Federal Accessibility Standards (UFAS).

Rehabilitation Act of 1973, as amended, Section 504- Programs, Services and Activities, 29 USC § 794

Owners of housing facilities must make reasonable exceptions to their policies and operations to afford people with disabilities equal housing opportunities.

Fair Housing Act of 1968, as amended 42 USC §§ 3601 et seq., 24 CFR Parts 100, 103, 56 FR 9472-9515 (3/6/1991)

Shelter staff must notify guests about their right to make an accommodation request. The shelter must notify everyone it serves that they can ask for certain accommodations if they have a disability that makes it difficult to participate in any program or service without one. The notification should be easily seen and read, and offered in more than one format, such as verbally and in large print and/or Braille or sign language.

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Even if a guest does not request an accommodation, if staff has reason to believe that a guest has a disability and might require an accommodation, staff should notify the guest that the shelter makes reasonable accommodations in appropriate cases and allow the guest a chance to request one. All guests should be asked the same questions and given the same opportunity to disclose a disability. A good time to do this is during intake. Shelters should provide a way to file written requests for accommodations.

More of a helpful suggestion to facilitate shelter management

The law prohibits consideration of mitigating measures such as medication, assistive technology, accommodations, or modifications when determining whether an impairment substantially limits a major life activity. The related text of the ADA explicitly rejects the Supreme Court's holdings in Sutton and its companion cases that mitigating measures must be considered in determining whether an impairment constitutes a disability under the law. The ADA also provides that impairments that are episodic or in remission are to be assessed in their active state.

ADA Amendments Act of 2008, 42 USCA § 12101

3. You have the right to effective communication.

Law requires emergency/disaster shelters to ensure effective communication with people who have communication disabilities including hearing, vision, or cognitive disabilities.

Rehabilitation Act of 1973, as amended, Section 504- Programs, Services and Activities, 29 USC § 794

Federal electronic and information technology must be accessible to people with disabilities, including employees and members of the public. An accessible information technology system is one that can be operated in a variety of ways and does not rely on a single sense or ability of the user. For example, a system that provides output only in visual format may not be accessible to people with visual impairments and a system that provides output only in audio format may not be accessible to people who are deaf or hard of hearing.

Rehabilitation Act of 1973, as amended, Section 508- Electronic Information and Technology 29 USC § 794d & 36 CFR Parts 1194

4. You have the right to file a complaint if shelter staff fails to make a reasonable accommodation to your disability.

Complaints of title III violations may be filed with the Department of Justice. In certain situations, cases may be referred to a mediation program sponsored by the Department. The Department is authorized to bring a lawsuit where there is a pattern or practice of discrimination in violation of title III, or where an act of discrimination raises an issue of general public importance. Title III may also be enforced through private lawsuits. It is not necessary to file a complaint with the Department of Justice (or any Federal agency), or to receive a "right-to-sue" letter, before going to court. For more information, contact:

U.S. Department of Justice, Civil Rights Division
950 Pennsylvania Avenue, N.W.

**Disability Rights Section - NYAV
Washington, D.C. 20530**

www.ada.gov (800) 514-0301 (voice) (800) 514-0383 (TTY

For more info on the ADA of 2008, go to

http://www.eeoc.gov/laws/statutes/adaaa_info.cfm