

# Are you prepared?



# 3 days

## Emergency Checklist for living in the Residential Community

The safety of the students living in the Residential Community is very important to Sonoma State University. Annually, emergency plans are reviewed and updated with contributions from many departments such as University Police, Emergency Services, Housing Services, Residential Education, Student Health Center, Counseling and Psychological Services, and Culinary Services. There are periodic evacuation drills performed campus wide as well as frequent emergency response trainings required for particular staff. Visit [web.sonoma.edu/risk/emergency/ssu\\_emergency\\_plan.html](http://web.sonoma.edu/risk/emergency/ssu_emergency_plan.html) to view the University's Emergency Plan. The University highly recommends that each campus resident bring their own emergency survival kit with them when they move into the Residential Community. This emergency kit should include three days worth of supplies, such as water and food, basic first aid supplies, and any special need items. Below is a list of items for building your kit and other places to go for more information.



### Your Emergency Kit Basics

- Water—1 gallon per day per person
- Food—3 day supply of non-perishable food
- Shoes—old pair of tennis shoes
- Radio— battery powered or hand crank
- Flashlight
- Batteries
- Small first Aid kit
- Dust/Germ mask—prevent the spread of airborne infectious diseases (N95 rated mask recommended)
- Latex gloves
- Whistle—to signal for help
- Pen and paper
- Medications— see section below
- Spare eye glasses or contacts
- Travel sizes of personal hygiene items—toilet paper, toothpaste, toothbrush, feminine supplies, hand sanitizer
- Medical Information—a list of health and dental insurance policy numbers, names of physicians, allergies, medical conditions, prescribed medications with frequency and dosage, medical devices needed
- Family emergency plan

### Medications & Special Needs

In the event of an emergency, it will be essential that you have an adequate supply of your prescribed medications and any other special needs items.

- Chronic illnesses—at least one week of prescribed medications.
- Acute conditions—full course of any medications prescribed.
- Diabetics—at least two week's supply of clean needles and syringes and an approved sharps disposal container.

### Immunizations

Certain immunizations are required as a condition of being an SSU student. However, there are several immunizations not required, but recommended, such as meningococcal, tetanus, chickenpox, and annual flu shot. Go to [web.sonoma.edu/shc/immunization-requirements.html](http://web.sonoma.edu/shc/immunization-requirements.html) for more information about immunizations.

### Emergency Notification System (ENS) & App

Sonoma State University uses an emergency notification system when critical information regarding an imminent emergency needs to be conveyed to students, faculty and staff. The system sends messages to cell phones via voice and text messaging. Students are opted-in to the program; however, it's important to review or update the information by logging into SSU Online Services and then going to Self Service> Personal Information > Phone Numbers. The University also has an Emergency Response app that lists out various protocols for responding to an emergency. Read through the information at <https://sonoma-b2fc0.firebaseio.com/> to familiarize yourself with the procedures.

### Family Emergency Plan

Since you may be away from your family during an emergency, it's important to have a contact plan. Phone numbers of out-of-town relatives/friends, meeting places, work and school numbers and locations, special medical information about family members, date of births, and pictures should consist of your family emergency plan. At the ready.gov website there is an excellent downloadable form available. The direct link is <https://www.ready.gov/make-a-plan>.

### Other Resources

Information on this sheet was gathered from various websites. What we have provided is an abridged version of what's available on the internet. Please visit the following websites for additional information:

- [web.sonoma.edu/risk/emergency/](http://web.sonoma.edu/risk/emergency/)
- [web.sonoma.edu/shc/immunization-requirements.html](http://web.sonoma.edu/shc/immunization-requirements.html)
- [www.ready.gov](http://www.ready.gov)
- [sonomacounty.ca.gov/FES/Emergency-Management/](http://sonomacounty.ca.gov/FES/Emergency-Management/)
- [www.caloes.ca.gov](http://www.caloes.ca.gov)
- [www.redcross.org](http://www.redcross.org)

Tip: You may want to program SSU's emergency information hotline into your cell phone, which is 1-888-533-5388. For emergency situations, you should always call 911.

#### Important University Numbers

- 911:** Emergencies
- 1-888-533-5388 :** SSU Emergency Information Hotline
- 707-664-4444 :** University Police
- 707-664-2541:** Housing Services
- 707-664-4033:** Residential Education
- Dial 711:** For Relay Services