Emergency Planning Toolkit for ADRCs
At-A-Glance
May 2019

Recent emergencies have demonstrated that older adults and people with disabilities continue to face serious and unique challenges in ensuring their health, well-being, and personal safety in the aftermath of an emergency. This Toolkit provides information and resources for the aging and disability networks to become more engaged in emergency planning work. The primary audience for this Toolkit are:

A. Organizations within the aging and disability networks that provide advocacy and/or programs to older adults and people with disabilities. However, other CBOs that support emergency planning will also find the Toolkit helpful.

B. Emergency managers and public health officials may find the Toolkit helpful on two fronts: first, it can expand understanding of the unique challenges facing older adults and people with disabilities during emergencies; and second, it can help emergency managers and public health officials understand the capabilities and expertise of CBOs within the aging and disability networks and welcome their partnership in emergency planning activities.

This Toolkit comprises of two sections and 9 modules. Each module contains practical tools, links and resources in a well-organized format:

Section I: Agency Readiness Assessments and Emergency Planning

Module 1: Early Planning using the CMIST Framework (Communication, Maintaining Health, Independence, Support and Safety, Transportation) to improve emergency response.
Module 2: Preparedness Planning including the development of an Emergency Operation Plan and core elements in a disaster plan.
Module 3: Preparing for Public Health Emergencies with an all-hazards approach with emphasis on health and safety related issues that may be encountered.

Section II: Working in Tandem with Consumers

Module 4: Identifying Older Adults and People with Disabilities who may need support and ways to support them.
Module 5: **Effective Messaging for Older Adults and People with Disabilities** is essential for community individuals to take the actions needed to protect themselves.

Module 6: **Evacuation** planning, challenges and best practices such as SWiFT (Seniors Without Families Triage) are identified to help move at-risk individuals to safer environments.

Module 7: **Sheltering and Housing Needs during an Emergency** and how to help integrate people needing ADL/IADL supports into shelter and recovery activities.

Module 8: **Legal and Advocacy Considerations** addresses the legal rights of individuals in emergency preparedness and response and how agencies can help support planning and response efforts.

Module 9: **Recovery** addresses important recovery issues for both agencies and consumers.

Also included at the end of each module are supplemental tools and suggested resources. A brief glossary of terms used during emergencies and emergency response organizations are also provided.

Possible impact action steps for your agency to consider:

1. Provide useful tools and resources to consumers on how to prepare for disaster threats and how to respond during emergencies.
2. Share this material with local emergency response organizations in better understanding the unique challenges facing older adults and people with disabilities.
3. Utilize the information and toolkit resources amongst your partners and stakeholders to improve AAA and ILC disaster planning knowledge, planning and response plans.

This comprehensive 114-page resource called Capacity Building Toolkit for including Aging & Disability Networks in Emergency Planning can be found at:


This Toolkit was developed by the U.S. Department of Health and Human Services (HHS) Assistant Secretary for Preparedness and Recovery (ASPR) and authored by the National Association of County and City Health Officials (NACCHO) and Association of State and Territorial Health Officials (ATHOS).

For more information, you may also contact the California Department of Aging, Aging and Disability Resource Connection.