Emergency Pet Sheltering During a Disaster

Instructor Guide

October, 2014
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Course Introduction

Background Information

The Emergency Pet Sheltering During a Disaster Workshop was based on an exercise conducted by Montana State Extension. A full-scale exercise for pet evacuation and sheltering was conducted in September of 2011 in Fort Benton, MT. The goal of the exercise was to determine the potential role youth can play to assist in a pet emergency during a disaster. It also provided the opportunity for 4-H youth and leaders to practice their roles in the event of an incident. The primary focus was determining the following:

- local resources available to utilize for an evacuation
- safety precautions when dealing with pets during an emergency
- preparedness plans for pet safety
- evaluation of the effectiveness of the county fairgrounds for sheltering displaced animals
- evaluation of the documentation and procedures for opening a temporary emergency animal shelter

Introduction

The Emergency Pet Sheltering During a Disaster workshop educates older youth, approximately 14-18 years of age, in small animal disaster planning and preparedness. Using Extension personnel and other community partners to empower youth will encourage them to form a positive attitude about the importance of local animal and agricultural emergency operations planning, increase capacity of local jurisdictions to handle issues during an emergency or disaster, increase communities’ resilience to disaster by becoming more self-sustaining and reduce impact of disasters through research-based education.

Through participation in the workshop youth will:

- Gain knowledge in community preparedness plans for small animals.
- Develop life skills through preparing for disasters by assembling an emergency supply kit and developing family pet preparedness plans.
- Form a positive attitude about the importance of local animal emergency operations planning.
Extension Educator Expectations and Responsibilities

Prior to Workshop:
- Contact the local animal shelter to secure participation
- Conduct a planning meeting with instruction team members
  - Instruction team members may include shelter personnel, Extension personnel, or parent volunteers
- Reserve the Extension Office or alternate workshop location
- Recruit participants including reaching out to 4H Club leaders and FFA advisors.

During Workshop:
- Set-up classroom
  - Distribute Participant Guide to each participant’s seat
- Set-up activity stations (see Slide 31 for details)
- Facilitate workshop as per schedule
- Assist participants with assignments
- Assist workshop leaders as needed
- Other duties as necessary
- See complete supplies list on Slide 2

Optional: Food trays may be provided by workshop leaders if workshop occurs during meal hours

Shelter Expectations and Responsibilities

Prior to Workshop:
- Attend instruction team planning meeting

During Workshop:
- Provide trained personnel for animal handling
- Transport 3-5 animals to and from the workshop location*
  - Animals must be healthy, vaccinated, free of external parasites and have completed behavioral assessments
  - At least one animal provided should have an implanted microchip*
- Stay for the entire workshop to assist with the care of the animals
- Provide a microchip scanner for the Animal Identification Activity (Slide 31)*
- Set up crates with animals for Animal Identification Activity (Slide 31)*
- Assist participants with Animal Identification Activity (Slide 31)
- Participate in classroom discussion regarding disaster planning and response experiences (Slide 18)
This course was designed to include the participation of a local animal shelter, however use of a local animal shelter is optional. If an animal shelter does not participate, the Extension Educator may assume all shelter responsibilities listed above and/or use alternative options. Items marked with (*) have alternative suggestions.

Alternative options:

- Personal pets or stuffed animals may be used in place of shelter animals
  - If stuffed animals are used, a microchip may be affixed to it for scanning purposes
  - Personal pets must adhere to health and behavioral parameters
- If a microchip scanner is not available, consider providing informational materials and/or a video from a microchip manufacturer

**Additional Activity Ideas**

- Instruct youth to set up a temporary emergency pet shelter. Youth will then register their pets in the “shelter” by using shelter registration forms provided.
- Include youth that have other small pets in the workshop – such as cats, rabbits, etc. Discuss any special concerns with these animals.
- Veterinarian led demonstration of safe ways to handle pets that may be scared or injured.
- Discuss all of the duties and tasks that would be needed to operate a shelter for an extended period of time. Ask youth to brainstorm ways they could assist in a shelter during a disaster.
- If it would work in the locality, utilize live animals for a relocation activity. Youth will be directed to place the animals in kennels and move them to another location. Providing safe handling instructions and safety gear (such as leather gloves), as well as adequate adult supervision is essential.
- Tour the local animal shelter to see some of the concepts needed to safely shelter animals.
- Youth led demonstration of pet emergency supply kits at community meetings, other club meetings or at school.
- Identify facilities or locations for animal relocation shelters, as well as other needed resources such as sources for collars, leashes, kennels, food, etc. Complete facility survey forms for the animal relocation shelters.
**Supplies needed:**
If using the workshop format as described in this Guide, the following supplies are needed. Supplies needed may vary if a different format is used.

- Instructor Guide
- Workshop presentation slides
- Audiovisual equipment
- Initial Knowledge Check (Appendix H) for each participant
- Final Knowledge Check (Appendix I) for each participant
- Final and Initial Knowledge Checks Answer Key (Appendix J)
- Participant Guide for each participant
- Workshop Evaluation form (Appendix HG for each participant
- Sample Shelter Intake Form for Pets (Appendix C) for each participant
- Microchip scanner*
- 3-5 animals*
- Guidelines for Developing Pet Emergency Plan (Appendix D) for each participant
- Pet Owners Fact Sheet (Appendix A) for each participant
- Prepare for Emergencies Now: Information for Pet Owners (Appendix B) for each participant
- Pens
- Tables
- Crates/carriers in various sizes and types
- Cardboard carrier for each participant*
- Pet emergency supply kit
  - Recommended items include leash, collar with ID tags, pet medication, pet first aid kit, assorted toys, treats, 3 day food supply, food/water bowls, disposable litter box and litter, bedding, gallon water jug, medical records, copy of emergency phone list, sanitation/cleaning items
  - Extraneous items (see Slide 31 for details)
- Permission slips, if needed (if your organization requires parental permission slips, adapt your organization’s forms as appropriate)

Items marked with (*) have alternative suggestions. Refer to Course Introduction page 3 for details.
Course Overview

Slide 1

Instructor Note:
Learning Objectives

- Write a pet emergency plan
- Assemble a pet emergency kit
- Understand the PETS Act
- Identify pet containment needs

Enabling Learning Objectives:
Upon completion of this workshop, participants will be able to:
- Write a pet emergency plan
- Assemble a pet emergency kit
- Understand the PETS Act
- Identify pet containment needs for evacuation and sheltering

Instructor (including shelter personnel) to Participant Ratio: 4:25

Assessment Strategy:
- Instructor observation of participants’ involvement in class discussion
- Instructor administration of an initial knowledge check to assess participants’ prior knowledge of the course material.
- Instructor led group activities to assess participants’ knowledge retention of the workshop.
- Instructor administration of a final knowledge check to assess knowledge gained from workshop.
Reference List:


Instructor Note:

- Welcome participants and introduce the instructional team and shelter personnel, if applicable, as well as share their experiences and backgrounds.
- Ask each participant to introduce themselves, state name, age and if they have any pets at home.
- Inform participants of the locations of emergency exits, break areas and restrooms. Ask participants to turn cell phones off or place on vibrate mode.
Goals:

This workshop is designed to enable youth to:

- Engage in disaster preparedness for pets.
- Understand the community’s role in local small animal emergency response during a disaster.

You are encouraged to use the materials in this workshop when working with your family and community to develop emergency and/or disaster plans for pets.
Instructor Note:

Review the agenda for the program. Meal and/or break schedule should be given. Hold up a copy of the manual and other handouts the participants have on the table in front of them. Briefly explain each document.

Documents:

- Pet Owners Fact Sheet (Appendix A) (FEMA. 2014a)

Classroom

- Classroom Instruction  30 minutes
- Questions    5 minutes
- Break       15 minutes
Activities – 15 minutes each

1. Classroom activities
   - Pet Emergency Plan: Using provided forms, participants will develop pet emergency plans for evacuation and shelter at home.
   - Pet Emergency Supply Kit: Participants will be asked to construct a pet emergency supply kit. They will choose from a variety of item options.

2. Hands on activities
   - Crate Assembly: Participants will be given a cardboard crate to assemble and take home. They will also be tasked with assembling a plastic crate that is missing most of its hardware by utilizing items from the supply kit.
   - Shelter Intake Form: Instruct participants to fill out sample shelter intake forms.
   - Animal Identification: Participants will have an opportunity to use a microchip scanner. Station facilitator will lead discussion regarding various types of animal identification.

Classroom

- Closing, Final Knowledge Check and Evaluation 15 minutes
Names should not be included on the knowledge check. The purpose of the check is to gauge the participants’ level of understanding at the beginning of class. Another knowledge check will be given again at the end of the workshop to determine participants’ increase in knowledge.

**Instructor Note:**

Distribute the Initial Knowledge Check at this time. Instruct participants to mark their answers on the sheet and turn in when completed.
Instructor Note:

Ask participants if they have ever experienced an emergency. Did they have pets at the time? How did they respond? Encourage participants to discuss their experiences.
The Pets Evacuation and Transportation (PETS) Act requires state and local jurisdictions seeking Federal assistance from a disaster/emergency to incorporate pets and service animals into their disaster planning (PETS Act, 2006). The PETS Act amends Section 403 of the Stafford Disaster and Relief Emergency Assistance Act “to ensure that State and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency.” (PETS Act, 2006).

**Instructor Note:**

Ask participants if they can identify what happened in 2005 that led to the passage of the PETS Act.
In August of 2005, Hurricane Katrina made landfall in the southeastern United States. It was one of the top 5 deadliest hurricanes and the costliest natural disaster in the history of the United States. At least 1,833 people died as a result of the hurricane and subsequent floods (Knabb, et al. 2011).

So what does this have to do with pet sheltering? Many residents chose not to leave their homes because they did not want to leave their pets behind (Edmonds and Cutter. 2008).

Instructor Note:

Ask participants to name some animals they believe are covered by the PETS Act.
Animals that are categorized as household pets include dogs, cats, birds, rodents, turtles, rabbits and service animals. Household pets do not include reptiles (except for turtles), amphibians, fish, insects/arachnids, farm animals, including horses and animals kept for racing purposes. If you own other pet species, check with your local shelter before making alternate arrangements as other animals may be allowed at the discretion of local emergency shelters.

**Instructor Note:**

The PETS Act covers household pets that are traditionally kept in the home for pleasure rather than for commercial purposes; as well as service animals (PETS Act, 2006).
Which Act requires state and local governments to incorporate pets and service animals into disaster planning?
Quick Check

The Pets Evacuation and Transportation Standards (PETS) Act requires state and local jurisdictions to incorporate pets and service animals into disaster planning.

The Pets Evacuation and Transportation (PETS) Act.
Consult with your veterinarian when developing your emergency plans to be sure the plan is tailored to the species, age and health of the pet, as well as the location of the residence. Ideally pets should have some type of permanent identification, such as a microchip. Emergency supply kit items will need to be based on pet species and medical history. Details and logistics needed for evacuation versus sheltering at home should be determined.

**Instructor Note:**

Location of residence should be taken into account when developing a pet emergency plan. Urban areas may have faster access to main roadways and services during an emergency. A pet that has a history of serious or chronic illness will likely require more planning and supplies. The supplies that are needed for dogs will differ than for birds. Items in the supply kit should reflect that. Residents should follow authority recommendations for evacuating or shelter at home.
Developing a buddy system is an important part of a pet emergency plan. A contact outside of the primary residence should know the emergency plans and the location of the emergency supply kit in the event that the pet is at home alone. An emergency buddy might include a neighbor, friend or outside family member.

**Instructor Note:**

Ask participants if they have a buddy system or similar arrangement in place.
Strengthening Community Agrosecurity Preparedness

Quick Check

Developing a family pet emergency/disaster plan is important because:

A. Everyone in the house needs to know what to do in case of an emergency/disaster
B. A parent may be away from home during an emergency/disaster
C. Being prepared decreases stress during an emergency for you and your pets
D. All of the above

Instructor Note:

Why is developing a family pet emergency disaster plan important?
Developing a family pet emergency/disaster plan is important because:

A. Everyone in the house needs to know what to do in case of an emergency/disaster
B. A parent may be away from home during an emergency/disaster
C. Being prepared decreases stress during an emergency for you and your pets
D. All of the above

D. All of the above.
If you evacuate your home, *do not leave your pets behind!* Pets most likely cannot survive on their own and if by some remote chance they do, you may not be able to find them when you return (FEMA, 2014).

There are several considerations to make when developing an evacuation plan. Identify recommended evacuation routes and available modes of transportation. All residents and buddies should know the location of the pet emergency supply kit so it can be quickly located and transported. Pre-identify alternative pet sheltering locations. In addition to local emergency shelters, alternatives may include family or friend’s house, a pet friendly hotel/motel, temporary emergency pet shelter, or boarding facility.
Here is an example of a temporary emergency pet shelter. The shelter shown on these slides was provided by The American Kennel Club (AKC) Pet Disaster Relief. The AKC Pet Disaster Relief is a volunteer program available in some areas that helps local emergency responders provide temporary animal care services immediately following a disaster.

Photos clockwise from upper left: 1) Plastic lined walls and floors, 2) Floors lined with anti-skid runner, 3) Crates brought in and arranged along walls, 4) Sheltering center is ready.

**Instructor Note:**

Instruct shelter personnel to describe their experiences involving disaster planning and response. If an animal shelter is not participating, skip this or expand participant discussion.

Ask participants to identify places in their community that could serve as a temporary animal shelter. What would this location need? What kinds of places would not make a good temporary animal shelter?
Selection criteria:
- Location and proximity to major roadways. During a disaster traffic may be limited. Having a location close to major roadways makes it more easily accessible.
- Availability of large secure areas. Supplies needed to run a temporary shelter include a large number of crates, food and water, cleaning supplies, areas for preparation and paperwork, etc. This requires a large space. Having a secure location ensures the safety of the pets and personnel from not only outside concerns but also in the event that a pet escapes containment.
- Running water. Access to running water is imperative for sanitation.
- Adequate number of toilets and showers. Running a temporary shelter requires a large number of personnel, requiring the need for restroom facilities.
- Impervious flooring. Hard surface flooring can be cleaned and sanitized properly.
- Temperature control. Maintaining steady temperatures will help keep the pets comfortable, thereby reducing stress. This is particularly important for elderly, pediatric and infirm pets.

Ideal locations:
- Animal shelter (animal control or humane society)
- Boarding kennels
- Fairgrounds
- Armory
- Empty commercial building
- School with 2 or more gymnasiums

Non-ideal locations:
- Outdoor park
- Old barn

There are many ways to get involved in your community both prior to and following a disaster.

- **Donate.** Donating cash and/or goods can meet the needs of reputable organizations in your community in times of a disaster.
- **Volunteer.** Trained volunteers can offer support to emergency response agencies during disasters. This can reduce the burden to the community and first responders.
- **Information sharing.** Community members can use technology such as social media to report local weather and road conditions to authorities.
Quick Check

Pets should be left at home rather than evacuating with their owners during an emergency.

True    False

Should pets be left at home when evacuating?
Quick Check

Pets should be left at home rather than evacuating with their owners during an emergency.

True   False

False.
If the situation requires sheltering at home, all residents and buddies need to know the location of emergency supplies. This includes the pet emergency supply kit, a battery operated weather radio and an emergency contact list.
A pet emergency supply kit should contain items needed for care of pets for 3-7 days following an emergency/disaster. In the hours and days immediately following a disaster/emergency, pet owners need to be prepared to care for their pets until temporary solutions can be implemented. Supplies for 3-7 days can provide care during evacuation travel, as well as time for a temporary animal shelter to be constructed.

Starting clockwise from upper left:

- **Sanitation items:** For feline pets this should include a disposable litter box and litter. Canine pets will need waste bags or similar item for disposing of feces.
- **Blanket or bedding:** Provided for comfort in the pet crate. This is especially important for elderly or infirm pets.
- **Pet First Aid Kit.** (Appendix F) (Red Cross, 2007).
- **Food:** 3-7 day supply of food. If canned items are included be sure they are pop top so a can opener is not required.
- **Medical records:** Medical records will show proof of vaccination history as well as any pertinent health concerns.
- **Collar and leash with identification tags:** Canine pets will need a collar and leash to use during walking for elimination purposes. Feline pets will need a collar with ID tags.
- **Crate/carrier:** Used for safely transporting pets.
- **Toys/treats:** Toys and treats can provide mental stimulus and familiarity.
- **Pet bowls:** Required for food and water.
- Water: 3-7 day supply of fresh water.
- Medication: Medications for disease prevention or treatment need to be continued for pet health.
- Center image: Photo of pet with owner: this provides the temporary shelter with a visual identification of the owner with the pet(s).

**Instructor Note:**

Ask participants to identify a location in their home for storing a supply kit. Kit location needs to be readily accessible and known by family and buddies (FEMA, 2011).
Pet emergency supply kits should be evaluated on a regular basis to keep items fresh and up to date. As pets age, the type of restraint used may differ. For example, the pet may go from a harness to a collar. Also, their diet may differ as they age, such as puppy to adult food. Check the expiration date on food and water regularly. Update as necessary.

Pets should be familiar with and trained to use the crate/carrier. A pet that is already familiar with being in a crate/carrier will be easier to handle during an emergency, thus reducing stress to the animal and situation.
Quick Check

What should you include in a pet emergency supply kit?
A. Food and water
B. Toys and treats
C. Sanitation items
D. Medical records and medications
E. All of the above

What types of items should be included in a pet emergency supply kit?
Quick Check

What should you include in a pet emergency supply kit?

A. Food and water
B. Toys and treats
C. Sanitation items
D. Medical records and medications
E. All of the above
Pet crates/carriers come in a variety of styles and materials. Options include top versus front openings and materials such as fabric, cardboard, plastic or metal. Ensure the crate is size appropriate. Pet owners should understand how to correctly assemble their pet’s crate.

**Instructor Note:**

Demonstrate in front of the class how to correctly assemble a crate.

Discuss advantages/disadvantages to the various options. Hard surface materials are easier to clean and more impervious to damage. Pets may be more comfortable entering and exiting a carrier with a top opening.

How does a pet owner determine an appropriate size crate for their pet? For short term transport, pets should have enough room to stand and turn around comfortably. If the crate is going to be used for longer term, space for food and water bowls should be added. For cats, space for a disposable litter box should be considered.

Dogs may be transported by car in either a carrier/crate or with a safety seat harness. Cats should ride in carriers. Animals that are loose in vehicles pose safety hazards not only for themselves, but can be a distraction to the driver. (Humane Society of the United States. 2014). Condition your pet to the vehicle so during a disaster they do not experience additional stress.
Quick Check

The best way to transport your animal to a shelter is by carrying it because it will keep the animal calm.

True  False

How should pets be transported?
Quick Check

The best way to transport your animal to a shelter is by carrying it because it will keep the animal calm.

True  False

False.
Check with authorities via television, radio, internet and social media for up to date information and instructions. Will you need to evacuate or shelter at home?

Assess the situation and follow instructions from authorities. Implement appropriate plan.
Instructor Note:

The workshop was developed to accommodate a large group and activities have been divided into two groups. Size and number of actual participant groups will be determined by workshop site accommodations and total number of participants.

Based on the two group model, the instructor will divide the participants into two groups. Group 1 will remain in instruction room/area for Pet Emergency Plan and Pet Emergency Supply Kit activities. Group 2 will move to the animal stations room/area for Crate Assembly, Animal Intake and Animal Identification activities. Each activity will take approximately 15 minutes to complete. Instruct participants to return to the instruction room/area at the conclusion of the activities.

Classroom activities

- **Pet Emergency Plan**: Divide participants into small groups. Instruct each group to develop a pet emergency plan using Guidelines for Developing Pet Emergency Plan form (Appendix D). The emergency plan should be based on a pet owned by one of the participants. If no one in the group has a pet, have the group develop a plan based on a desired pet.
• **Pet emergency Supply Kit**: Provide participants with the Prepare for Emergencies Now: Information for Pet Owners handout (FEMA 2014). Place an assortment of supplies on one of the station tables, including extraneous items. Ask participants to place items they would include in their kit onto an adjacent table. Instruct participants to focus on supplies for pets rather than humans; as well as keeping number of items to a minimal for ease of transport. Encourage discussion and reasoning for participants’ item choices. Facilitate discussion regarding supply kit storage location at participant’s home. Storage location needs to be readily accessible and known to all residents.
  - Supply kit items: Recommended items include leash, collar with ID tags, pet medication, pet first aid kit, assorted toys, treats, 3 day food supply, food/water bowls, disposable litter box and litter, bedding, gallon water jug, medical records, copy of emergency phone list, sanitation/cleaning items.

**Hands on activities**

• **Crate Assembly**: Instruct participants to assemble cardboard carriers. If they choose, participants may take home carriers following the workshop. Provide participants with printed assembly instructions if available for provided carrier. As a group, instruct the participants to assemble a plastic crate that is missing most of its hardware using items from the supply kit to secure the crate. Facilitate any needed discussion or questions regarding crate assembly.

• **Shelter Intake Form**: Instruct participants to fill out the Sample Shelter Intake Form for Pets (Appendix C). Facilitate discussion regarding various methods of identification forms a temporary shelter might employ. These might include: microchip, radio frequency identification (RFID) bands, hospital bands with info printed on them wrapped around the animal's collar, taking a photo of the pet and the owner, colored nail polish on the backs of turtle shells. Information would be duplicated on the pet's carrier or enclosure.

• **Animal Identification**: Animal shelter employees will provide 3-5 animals, including at least 1 that has a microchip implanted. Instruct participants to scan the animal for microchip information. Facilitate discussion. Discussion points include how to prepare in advance of emergency by discussing preparation with veterinarian, using permanent identification such as microchip, registration with microchip database, keeping vaccinations up to date.
Instructor Note:

Ask participants if they have further questions regarding the presentation or activities.

Distribute the Final Knowledge Check at this time (Appendix I).

Answer Key:
1. Pets Evacuation and Transportation Standards (PETS) Act.
2. D. All of the above.
3. False
4. False
5. Food and water for 3-7 days, food/water bowls, medications, leash, collar with identification tags, toys, treats, bedding, carrier, medical records, waste bags/disposable litter box and litter, cleaning supplies, first aid supplies.
Instructor will hand out workshop evaluation forms and take home informational materials. Please complete the evaluation form and hand in when done. Do not include your name on the form.

**Instructor Note:**

Distribute Workshop Evaluation Forms (Appendix G). Instruct participants to complete them and hand in when completed. Give participants take home materials that includes copies of Pet Owners Fact Sheet (Appendix A), Prepare for Emergencies Now: Information for Pet Owners (Appendix B), Supply Kit Inventory List (Appendix E) and Pet First Aid Inventory List (Appendix F).
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- Slide 18: North Carolina State Animal Response Team and Marion County Emergency Management
Appendix A: Pet Owners Fact Sheet


1. Get a Kit of pet emergency supplies.
   Just as you do with your family’s emergency supply kit, think first about the basics for survival, particularly food and water.
   
   ✓ **Food**: Keep at least three days of food in an airtight, waterproof container.
   ✓ **Water**: Store at least three days of water specifically for your pets, in addition to water you need for yourself and your family.
   ✓ **Medicines and medical records**: Keep an extra supply of medicines your pet takes on a regular basis in a waterproof container.
   ✓ **First aid kit**: Talk to your veterinarian about what is most appropriate for your pet’s emergency medical needs. Most kits should include cotton bandage rolls, bandage tape and scissors; antibiotic ointment; flea and tick prevention; latex gloves, isopropyl alcohol and saline solution. Include a pet first aid reference book.
   ✓ **Collar with ID tag, harness or leash**: Your pet should wear a collar with its rabies tag and identification at all times. Include a backup leash, collar and ID tag in your pet’s emergency supply kit.
   ✓ **Important documents**: Place copies of your pet’s registration information, adoption papers, vaccination documents and medical records in a clean plastic bag or waterproof container and also add them to your kit.
   ✓ **Crate or other pet carrier**: If you need to evacuate in an emergency situation take your pets and animals with you, provided that it is practical to do so.
   ✓ **Sanitation**: Include pet litter and litter box if appropriate, newspapers, paper towels, plastic trash bags and household chlorine bleach to provide for your pet’s sanitation needs. You can use bleach as a disinfectant (dilute nine parts water to one part bleach), or in an emergency you can also use it to purify water. Use 8 drops of regular household liquid bleach per gallon of water, stir well and let it stand for 30 minutes before use. Do not use scented or color safe bleaches or those with added cleaners.
   ✓ **A picture of you and your pet together**: If you become separated from your pet during an emergency, a picture of you and your pet together will help you document ownership and allow others to assist you in identifying your pet. Include detailed information about species, breed, age, sex, color and distinguishing characteristics.
   ✓ **Familiar items**: Put favorite toys, treats or bedding in your kit. Familiar items can help reduce stress for your pet.

   Consider two kits. In one, put everything your pets will need to stay where you are and make it on your own. The other should be a lightweight, smaller version you can take with you if you and your pets have to get away.

2. Make a Plan for what you will do in an emergency.
   Plan in advance what you will do in an emergency. Be prepared to assess the situation. Use common sense and whatever you have on hand to take care of yourself and ensure your pet’s safety during an emergency.

   For more information, visit ready.gov or call 1-800-BE-READY
Preprocessing Your Pets for Emergencies

Makes Sense. Get Ready Now.

Evacuate. Plan how you will assemble your pets and anticipate where you will go. If you must evacuate, take your pets with you, if practical. If you go to a public shelter, keep in mind your pets may not be allowed inside. Secure appropriate lodging in advance depending on the number and type of animals in your care. Consider family or friends outside your immediate area who would be willing to take in you and your pets in an emergency. Other options may include: a hotel or motel that takes pets or some sort of boarding facility, such as a kennel or veterinary hospital that is near an evacuation facility or your family’s meeting place. Find out before an emergency happens if any of these facilities might be viable options for you and your pets.

Develop a buddy system. Plan with neighbors, friends or relatives to make sure that someone is available to care for or evacuate your pets if you are unable to do so. Talk with your pet care buddy about your evacuation plans and show them where you keep your pet’s emergency supply kit. Also designate specific locations, one in your immediate neighborhood and other farther away, where you will meet in a emergency.

Talk to your pet’s veterinarian about emergency planning. Discuss the types of things you should include in your pet’s emergency first aid kit. Get the names of vets or veterinary hospitals in other cities where you might need to seek temporary shelter. Also talk with your veterinarian about microchipping. If you and your pet are separated, this permanent implant for your pet and corresponding enrollment in a recovery database can help a veterinarian or shelter identify your animal. If your pet is microchipped, keeping your emergency contact information up to date and listed with a reliable recovery database is essential to you and your pet being reunited.

Gather contact information for emergency animal treatment. Make a list of contact information and addresses of area animal control agencies including the Humane Society or ASPCA and emergency veterinary hospitals. Keep one copy of these phone numbers with you, and one in your pet’s emergency supply kit. Obtain “Pets Inside” stickers and place them on your doors or windows, including information on the number and types of pets in your home to alert firefighters and rescue workers. Consider putting a phone number on the sticker where you could be reached in an emergency. And, if time permits, remember to write the words “Evacuated with Pets” across the stickers, should you evacuate your home with your pets.


Some of the things you can do to prepare for the unexpected, such as assembling an emergency supply kit for yourself, your family and your pets, is the same regardless of the type of emergency. However, it’s important to say informed about what might happen and know what types of emergencies are likely to affect your region.

Be prepared to adapt this information to your personal circumstances and make every effort to follow instructions received from authorities on the scene. With these simple preparations, you can be ready for the unexpected. Those who take the time to prepare themselves and their pets will likely encounter less difficulty, stress and worry. Take the time now to get yourself and your pet ready.

Developed in partnership with: ASPCA, American Kennel Club, The Humane Society of the United States.

For more information, visit ready.gov or call 1-800-BE-READY
Appendix B: Prepare for Emergencies Now: Information for Pet Owners

Preparing for the Unexpected Makes Sense.

Get Ready Now.

If you have pets, they need to be prepared to enter an emergency shelter or other emergency response location. The shelter that is an important member of your household, the likelihood that you, your household, and your pets will stay in an emergency shelter as a family.

If you are unable to do so, you may need to make plans to evacuate to a shelter or location for your pets. Keep in mind that pets are best for your pets. Make a backup emergency plan in case you can’t care for your pets yourself. Refer to the Appendix B: Prepare for Emergencies Now: Information for Pet Owners for more information.

Ready

Get Ready Now.

www.ready.gov

FEMA

The Humane Society of the United States

ASPCA

American Kennel Club

FEMA

Prepared by: Ready.gov

Appendix B 1
Emergency Pet Sheltering During a Disaster

Instructor Guide

October 2014

Appendix B 2
### Appendix C: Sample Shelter Intake Form for Pets

<table>
<thead>
<tr>
<th>Family Information</th>
<th>Emergency Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Owners Name</td>
<td>Emergency Contact Name</td>
</tr>
<tr>
<td>Address</td>
<td>Phone Number</td>
</tr>
<tr>
<td>Date</td>
<td>Time</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship to Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone Number</td>
<td>Age</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Is person staying at temporary shelter (Y/N)</th>
<th></th>
</tr>
</thead>
</table>
**Sample Shelter Intake Form for Pets**

<table>
<thead>
<tr>
<th>Date:</th>
<th>Time:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Pet Name</th>
<th>Species</th>
<th>Male/Female</th>
<th>Neutered/Spayed</th>
<th>Breed and Color</th>
<th>Number</th>
<th>Microchip</th>
<th>Age</th>
<th>V/N</th>
<th>Date:</th>
<th>Time:</th>
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</thead>
<tbody>
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</tr>
</tbody>
</table>

**Volunteer Signature:**

Signature

---

**Owner Signature:**

Signature

---

**Animal(s) Located by Shelter Personnel/Volunteer:**

Yes/No

---

**Copy of Vaccination and/or Medical Records Attached:**

---

**Dose/and Instruction:**

---

**Name of Medication:**

---

**Please list any medications pet is taking, including dose and instructions:**

---

**When and how often is pet normally walked for relief purposes?**

---

<table>
<thead>
<tr>
<th>g</th>
<th>f</th>
<th>e</th>
<th>d</th>
<th>c</th>
<th>b</th>
<th>a</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
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<tr>
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<td></td>
</tr>
</tbody>
</table>

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**Emergency Pet Sheltering During a Disaster**

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**Instructor Guide**

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**October 2014**

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**Appendix C 2**
Appendix D: Guidelines for Developing Pet Emergency Plan

Emergency Pet Sheltering During a Disaster Workshop

Guidelines for Developing Pet Emergency Plan

Preparation

Work with your veterinarian when developing your emergency plans to be sure the plan is tailored to the species, age and health of the pet, as well as location of the residence. Vaccines and medical records need to be current. Your pet should have permanent identification such as a microchip. Develop a buddy system by identifying a person not living at the residence who can implement the emergency plan in case no one is at home.

Shelter at home plan

Some disasters/emergencies require residents to shelter at home rather than evacuate. When this happens, pet owners and emergency buddies need to have a plan in place to be able to care for the pet at home for at least 3-7 days.

Pet location: Many pets are kept in a crate or specific area when no one is at home. Pet owners and the buddy need to know this location.

Pet emergency supply kit Location: The kit contains the supplies needed to care for the pet for the first 3-7 days of a disaster/emergency. See inventory list below for suggested items.

Weather radio location: A battery operated weather radio for monitoring weather reports and emergency notifications needs to be readily accessible.

Emergency contact list: The list should include the name, address and phone number for emergency contacts.

- Personal veterinarian:
- Local animal control and shelter:
- Emergency buddy:
- Family members:
Emergency Pet Sheltering During a Disaster Workshop

Guidelines for Developing Pet Emergency Plan

Evacuation plan

If evacuation occurs, pets need to be evacuated as well. The pet owner and the emergency buddy need to have a copy of the evacuation plan. Research evacuation routes and determine which hotels/motels will accept pets during an emergency. Locate phone numbers for veterinarians and animal control in the town to which you will evacuate.

Pet location: Many pets are kept in a crate or specific area when no one is at home. Pet owners and the buddy need to know this location.

Pet emergency supply kit Location: The kit contains the supplies needed to care for the pet for the first 3-7 days of a disaster/emergency.

Emergency contact list: The list should include the name, address and phone number for emergency contacts.

- Personal veterinarian:

- Local animal control and shelter:

- Emergency buddy:

- Family members:

- Veterinarian in evacuation location:

- Animal Control and Shelter in evacuation location:

- Hotels and Motels on Evacuation route that will accept pets during and emergency:
Appendix E: Supply Kit Inventory List

Emergency Pet Sheltering During a Disaster Workshop

Supply kit inventory list

- Pet first-aid kit and guide book (ask your vet what to include)
- 3-7 days' worth of canned (pop-top) or dry food (be sure to rotate every two months)
- Disposable litter trays (aluminum roasting pans work well)
- Litter or paper toweling
- Liquid dish soap and disinfectant
- Disposable garbage bags for clean-up
- Pet feeding dishes
- Extra collar or harness as well as an extra leash
- Photocopies of medical records and a waterproof container with a two-week supply of any medicine your pet requires (Remember, food and medications need to be rotated out of your emergency kit—otherwise they may go bad or become useless.)
- Bottled water, at least 7 days' worth for each person and pet (store in a cool, dry place and replace every two months)
- A traveling bag, crate or sturdy carrier, ideally one for each pet
- Flashlight
- Blanket or towels (for handling a fearful pet)
- Recent photos of your pets (in case you are separated and need to make "Lost" posters)
- Especially for cats: Pillowcase or EvackSack, toys, scoopable litter
- Especially for dogs: Extra leash, toys and chew toys, a week's worth of cage liner


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Appendix F: Pet First Aid Kit Inventory List

Emergency Pet Sheltering During a Disaster Workshop

Pet first aid kit inventory list

A simple first aid kit for your pets should include these items in a waterproof container:

- Latex (or hypoallergenic material) gloves
- Gauze sponges (a variety of sizes)
- Gauze roll, 2-inch width
- Elastic cling bandage
- Material to make a splint
- Adhesive tape, hypoallergenic
- Non-adherent sterile pads
- Small scissors
- Tweezers
- Magnifying glass
- Grooming clippers or safety razor
- Nylon leash
- Towel
- Muzzle
- Compact emergency “blanket” (available in the camping department of many stores)
- Water-based sterile lubricant
- Hydrogen peroxide (3 percent)
- Rubbing alcohol
- Topical antibiotic ointment
- Antiseptic towelettes
- Insect sting strop pads
- Cotton-tipped swabs
- Instant cold pack
- Epsom salts
- Baby-dose syringe or eye dropper
- Sterile eye lubricant
- Sterile saline wash
- Safety pins (medium size 4)
- Tongue depressors
- Diphenhydramine, if approved by your veterinarian
- Glucose paste or syrup
- Styptic powder or pencil
- Plastic card (such as old credit card) to scrape away stingers
- List of emergency phone numbers including those for your pet’s veterinarian, an after-hours emergency veterinary hospital, and the National Animal Poison Control Center (1-888-426-4935)
- Petroleum jelly
- Penlight with batteries (AA)
- Clean cloth
- Needle-nose pliers

Adapted from Red Cross’s First Aid Kit for Pets. Retrieved from:
### Appendix G: Workshop Evaluation Form

#### Emergency Pet Sheltering During a Disaster Workshop

**Evaluation**

1. **Workshop Date:**

2. **Workshop Location:**

3. **Background:** How many pets do you have at home? Circle the best answer.
   - None
   - One
   - Two
   - Three
   - Four or more

4. **The Workshop:** Please rate your level of agreement with the following statements regarding the workshop:

<table>
<thead>
<tr>
<th>Statement</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective use of my time.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Program was well-organized.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Learning objectives were adequately addressed in the content.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Content was easy to understand.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>The training was an effective learning experience.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Teaching methods (including activities) were appropriate for the content/</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>audience.</td>
<td></td>
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</tr>
<tr>
<td>The instructors engaged me in learning.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>Content related well to real-world situations.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
</tbody>
</table>

---

Strengthening Community Agrosecurity Preparedness 2014
### Emergency Pet Sheltering During a Disaster Workshop

5. **Outcomes:** Please rate your level of agreement with the following statements regarding potential outcomes of this workshop:

<table>
<thead>
<tr>
<th>Statement</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>This workshop helped me realize that planning for small animal disaster preparedness is important.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>I intend to develop a family pet emergency plan.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>I understand how to assemble a pet emergency supply kit.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>I plan to develop a family pet emergency kit.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>I plan to become engaged in my community when it comes to small animal pet emergency/disaster sheltering.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>I know how to implement proper animal identification for reunification with owners.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
</tr>
<tr>
<td>I have an increased knowledge level of family small animal pet emergency/disaster sheltering after attending this workshop.</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
<td>○</td>
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</table>

6. **Additional Comments**

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Strengthening Community Agrosecurity Preparedness 2014
Appendix H: Initial Knowledge Check

Emergency Pet Sheltering During a Disaster Workshop

Initial Knowledge Check

1. The ________ Act requires state and local jurisdictions seeking assistance from the Federal Emergency Management Agency (FEMA) to incorporate pets and service animals into their disaster planning.

2. It is important to develop a family pet emergency/disaster plan because:
   a. Everyone in the house needs to know what to do in case of an emergency/disaster
   b. A parent may be away from home during an emergency/disaster
   c. Being prepared decreases stress during an emergency for you and your pets
   d. All of the above

3. Pets should be left at home rather than evacuating with their owners during an emergency.
   True False

4. The best way to transport your animal to a shelter is by carrying it because it will keep the animal calm.
   True False

5. List ten items that should be included in a Pet Emergency Kit.
   a. __________________________
   b. __________________________
   c. __________________________
   d. __________________________
   e. __________________________
   f. __________________________
   g. __________________________
   h. __________________________
   i. __________________________
   j. __________________________
Appendix I: Final Knowledge Check

**Emergency Pet Sheltering During a Disaster Workshop**

**Final Knowledge Check**

1. The _________ Act requires state and local jurisdictions seeking assistance from the Federal Emergency Management Agency (FEMA) to incorporate pets and service animals into their disaster planning.

2. It is important to develop a family pet emergency/disaster plan because:
   a. Everyone in the house needs to know what to do in case of an emergency/disaster
   b. A parent may be away from home during an emergency/disaster
   c. Being prepared decreases stress during an emergency for you and your pets
   d. All of the above

3. Pets should be left at home rather than evacuating with their owners during an emergency.
   - True
   - False

4. The best way to transport your animal to a shelter is by carrying it because it will keep the animal calm.
   - True
   - False

5. List ten items that should be included in a Pet Emergency Kit.
   a. ____________________________________________
   b. ____________________________________________
   c. ____________________________________________
   d. ____________________________________________
   e. ____________________________________________
   f. ____________________________________________
   g. ____________________________________________
   h. ____________________________________________
   i. ____________________________________________
   j. ____________________________________________

EDEN
Strengthening Community Agrosecurity Preparedness 2014
Appendix J: Initial and Final Knowledge Checks Answer Key

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**Emergency Pet Sheltering During a Disaster Workshop**

**Initial and Final Knowledge Checks Answer Key**

1. The PETS Act requires state and local jurisdictions seeking assistance from the Federal Emergency Management Agency (FEMA) to incorporate pets and service animals into their disaster planning.

2. It is important to develop a family pet emergency/disaster plan because:
   a. Everyone in the house needs to know what to do in case of an emergency/disaster
   b. A parent may be away from home during an emergency/disaster
   c. Being prepared decreases stress during an emergency for you and your pets
   d. **All of the above**

3. Pets should be left at home rather than evacuating with their owners during an emergency.
   **True**  **False**

4. The best way to transport your animal to a shelter is by carrying it because it will keep the animal calm.
   **True**  **False**

5. List ten items that should be included in a Pet Emergency Kit.
   a. Food for 3-7 days
   b. Food/water bowls
   c. Water for 3-7 days
   d. Medicine
   e. Leash
   f. Collar
   g. Toys
   h. Treats
   i. **Bedding**
   j. Carrier
   k. Medical Records
   l. Litter Box
   m. Litter
   n. **Paper Towels**
   o. Cleaning Supplies
   p. Trash Bags
   q. First-Aid Supplies
   r. Others as applicable

---

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