



DISASTER PLAN FOR DFPS FOSTER AND ADOPTIVE HOMES

Purpose: This form is used to record the emergency and disaster plan that the foster and adoptive families create in the event of an emergency or disaster.

Instructions: DFPS staff provides this form to the family to complete. When the family has completed the form, DFPS staff enters the information in IMPACT and files the paper version in the case file.

HOME INFORMATION		
Home Name:	Name of Caregiver #1:	Name of Caregiver #2:
Residence Address:		County:
Mailing Address (if different):		School District:
Home Phone:	Mobile Phone Caregiver #1:	Mobile Phone Caregiver #2:
Email Address:		

DIRECTIONS TO THE HOME
<p>DFPS has developed this document to ensure that foster and adoptive families: 1) have a plan for and can be located in the event of an emergency or disaster; 2) have information on disaster preparedness; and 3) understand the CPS disaster policy. Please answer the following questions so that you can be found in the event of an emergency and so that DFPS is aware of who you have identified for emergency caregiving if you are unable to continue providing care during an emergency or disaster situation. Please notify your caseworker if there are any changes to this plan. A copy of this form will be provided to you after you complete it.</p>



EMERGENCY CONTACTS AND CAREGIVERS

Please designate two people who do not live with you and whom you will call to tell them of your location and contact information in the event you must evacuate your home. If you cannot be located after an emergency, DFPS will contact them.

Contact #1	Contact #2
Name:	Name:
Address (Street, City, State, Zip):	Address (Street, City, State, Zip):
Home Phone Number:	Home Phone Number:
Mobile/Secondary Phone Number:	Mobile/Secondary Phone Number:

Please designate two people whom you will call for emergency babysitting/caregiving services. Emergency babysitters/caregivers must be approved by FAD staff and the child’s caseworker before services are needed. Per Minimum Standards, alternative caregiving services (babysitting) cannot exceed 72 hours. Emergency childcare exceeding 72 hours must be facilitated by FAD staff for respite services.

Contact #1	Contact #2
Name:	Name:
Address (Street, City, State, Zip):	Address (Street, City, State, Zip):
Home Phone Number:	Home Phone Number:
Mobile/Secondary Phone Number:	Mobile/Secondary Phone Number:

CPS DISASTER POLICY

If a disaster or emergency situation is declared, you must follow any orders implemented in response to the declaration for the area in which you live.

You must evacuate if an evacuation is mandated (required) for the area in which you live. Once you reach your evacuation destination, you are required to contact DFPS as soon as possible. If the local CPS office is closed, you may call the DFPS Hotline (1-800-252-5400) to make the required notification. In the event of a major disaster, the DFPS public website (www.dfps.state.tx.us) will post information about how to contact DFPS and the status of local office closures. In some situations, DFPS will send you a Send Word Now (SWN) text message to verify your safety and to assess immediate needs.

If DFPS cannot reach you following an evacuation, disaster, or other emergency situation, they will contact the emergency contacts listed on this form.



MY PLAN FOR DISASTERS THAT OCCUR WITHOUT WARNING

1. In the event an emergency occurs without warning that prevents me from returning to my home (for example, fire, flash flooding, act of terrorism), I (we) plan to (check one):

Stay with family/friends

Names:

Addresses:

Phone:

Stay in a hotel

Other, describe:

2. What is your alternate plan?

Describe:



MY PLAN FOR DISASTERS THAT OCCUR WITH WARNING

1. What I (we) will do if an evacuation is not required

a. In the event there is a warning that a potential disaster such as a hurricane or tornado could head toward my (our) residence, but officials do not mandate (require) that people evacuate, I (we) plan to (check one):

Evacuate

To a family/friend's home:

Names:

Addresses:

Phone:

To a hotel

To a shelter

Other, describe:

b. What is your alternate plan? Describe:

2. What I (we) will do if an evacuation is required

a. If an evacuation for my area were mandated (required), I (we) would go (check one):

Evacuate

To a family/friend's home:

Names:

Addresses:

Phone:

To a hotel

To a shelter

Other, describe:

3. Who would provide transportation for you to evacuate (check one)?

Self

Other (Name and Phone Number):



4. Is there anyone in your home who would require special attention during an evacuation (check one)?

Yes

• Name(s):

• Type of attention needed:

• How will children who are younger than 24 months of age be evacuated and relocated to a designated safe area or alternate shelter?

• How will children who have limited mobility or who otherwise may need assistance in an emergency, be evacuated and relocated to a designated safe area or alternate shelter?

• How will you ensure that the medications or medical equipment will be available to children?

No

Please make additional comments here:

PROTOCOL FOR SERIOUS ILLNESS, INJURY, AND OTHER EMERGENCIES

1. Notify your DFPS FAD Caseworker immediately

- If anyone residing in your foster home becomes ill with a serious or highly contagious illness, or is suspected of having contracted a pandemic illness; or
- Of other events which may affect your capacity to care for the children.

2. Continue to update DFPS with significant changes to your health and the children's health as well as that of anyone who is approved to care for the children



BASIC DISASTER AND EMERGENCY PREPARATION INFORMATION

Examples of emergency situations and disasters are numerous and can include a single house fire or a hurricane that destroys cities. They can occur without warning and at any time of year, so it is important for everyone in the home to be prepared at all times.

If you must evacuate your home, make sure that you have all necessary contact information and supplies that will be needed while you are gone. Evacuations can last less than a day or for an unknown period of time.

You should take, at a minimum, the following items:

- at least a two-week supply of medication in its container (if applicable);
- other medical supplies and equipment (such as first aid kit, glasses, face masks, gloves, etc.);
- important paperwork (such as placement and medical authorizations and the educational portfolio and Medicaid card for each child);
- this form; and
- contact information for your caseworker and his or her supervisor.

Even if the emergency situation does not require evacuation, you should make sure you have the above items readily available.

You should always have enough emergency supplies to last your family at least one week. Examples of necessary supplies are non-perishable and canned food, water, medicine, first aid supplies, batteries, flashlights, diapers, and a battery-powered radio.

You should also have information on local emergency services (addresses and telephone numbers) written down in a secure place.

More information on preparing for a disaster can be located online at the Red Cross's disaster preparedness website, www.redcross.org/prepare.

Call 2-1-1 to find out information about shelters as well as emergency and disaster related-related services.

PRIVACY STATEMENT

DFPS values your privacy. For more information, read our [Privacy and Security Policy](#).

SIGNATURES

Signing this form indicates that I have read and understand the CPS Disaster Policy.

Caregiver #1: X	Date Signed:
Caregiver #2: X	Date Signed:
Caseworker Name and Phone Number:	Supervisor Name and Phone Number: