To: In-Home Supportive Services (IHSS) Recipients,

In recent weeks, high winds and dry conditions in many areas have heightened fire risks causing your electric company to shut off power in many areas. We’ve created a checklist of steps you can take prior to an outage to make sure both you and your provider are prepared:

- **Keep current contact information** with your utility company so you can receive notifications if your power is shut off.
- **Keep your contact information current** with your local IHSS office so that they may reach out to you if necessary.
- **List all emergency contact numbers** and have them ready that you can take with you. Local police, fire, family, friends, IHSS provider number and include your county IHSS office number.
- **Create a safety plan** and discuss it with your provider. The plan should include any unique needs you have in case of emergency, an evacuation plan, and an emergency meeting location.
- **Prepare an emergency supply kit.** Include enough water and food to last one week. Know where your flashlights are. Have extra batteries available for use.
- **Create a medical supply kit** that includes any medications, a medications list, a list of medical providers and health conditions, and any medical supplies or life-saving equipment that you may need.
- **Have a battery-operated radio** to listen for news updates. Have extra batteries available for use.
- **Test your landline phone** to find out if it will work during an outage. Keep a mobile phone as backup and keep mobile phones and other devices charged. Invest in an extra cell phone battery charger if able.
- **Have a full tank of gas, and cash on hand** if possible. ATMs and gas stations may not be available during an outage.
- **Know how to manually open your garage** or any other door that operates with electricity.
- **Have a plan for elevators that may not work.** Talk with your Building Manager if you live or work in a building that has elevators to understand how the Building Manager will deal with a possible multi-day outage. Be sure your emergency plan includes how to get out of your buildings if the elevators are not working.
- **Find the closest Community Resource Centers** that will be open during the shutoff. These centers will have restrooms, bottled water, electronic device charging stations, and air-conditioned seating.
- **Visit your local County’s Website** before a shut-off occurs to look for other helpful emergency information in your County.
- **Share your emergency plan with others** – family, friends, neighbors and your IHSS provider and local IHSS Social Worker so that those close to you will know where to locate you to ensure you are safe.
- **Follow your emergency plan** if an outage does occur.
- **Dial 911** If you experience any immediate safety concerns.