

Emergency & Safety Skills

Learning Inventory Skills Training

Created by CRMHC Staff and Students

What is an emergency?

An **emergency** is a situation that poses an immediate risk to health, life, property, or environment. Most emergencies require urgent intervention to prevent a worsening of the situation. It is an unexpected and usually dangerous situation that calls for immediate action.

Examples: poisoning, falls, burns, sickness, abuse, suicidal thinking, theft, medical, danger, fights, fires, natural disasters



How to act in an emergency:
Stay alert and calm
Be observant
Act fast and smart

Things to keep in mind:

1. Remain calm, use common sense, and provide aid. Take time to think before acting.
2. Always evacuate the building immediately when you hear an audible alarm or see a visible alarm, when directed by authorities, or when the building becomes life-threatening, e.g., smelling natural gas.
3. Proceed to the emergency gathering point for further instructions.
4. Do not use the telephone for reasons other than emergency purposes.
5. Do not enter elevators during an emergency. If stuck in an elevator do not attempt to force open stalled elevator doors, use the emergency phone to contact Public Safety.
6. Keep a flashlight handy if you are in an area that does not have emergency lighting or natural lighting.
7. Know the location of all marked exits from your working area.

Information obtained from <http://www1.udel.edu/emergency/whattodo.html>

Basic Functions of police, ambulance, fire and can reach by calling appropriate number

Function of the **police**:

- Assist and protect with crime such as a robbery
- Safety at social functions
- Assist with community patrols
- Enforce traffic laws
- Direct traffic around construction or a public event
- “Search and Rescue”
- Assist in natural disasters or man-made disaster
- Investigate crimes
- Enforce the law

Function of an **ambulance**:

- Provide immediate medical care while transporting the sick or injured person to the hospital
- Transport a sick or injured person to the hospital or other care center

Function of the **fire department**:

- Put out all types of fires
- Assist with evacuations and rescues
- Respond to gas leaks
- Assistance at most car accidents scenes
- Respond to medical and trauma alarms
- Available when special resources are needed (ladders, entangled wires, etc.)



In Case of a True and Urgent Emergency Dial 911
Be prepared to state Name, Location, and Type of Emergency

Poison Control	American Association of Poison Control: 800-222-1222
Animal Control	Hartford Animal Control: 860-523-2018
Mobile Crisis	CRMHC: 860-297-0999 For children under 18 call 211

Numbers to call in a non-emergency for questions, comments, concerns, and more information:

	Phone Numbers
Fire Department	General Hartford Fire Department: 860-757-4500
Hospital	St. Francis Hospital: 860-714-4000 Connecticut Children's Medical Center: 860-545-9000 Hartford Hospital: 860-545-5000 UCONN Health- 860-679-2000
Police	Hartford Police Department: 860-757-4000

For more information about Hartford Emergency Services visit <http://www.hartford.gov/emergency-services>

Urgent Care Locations

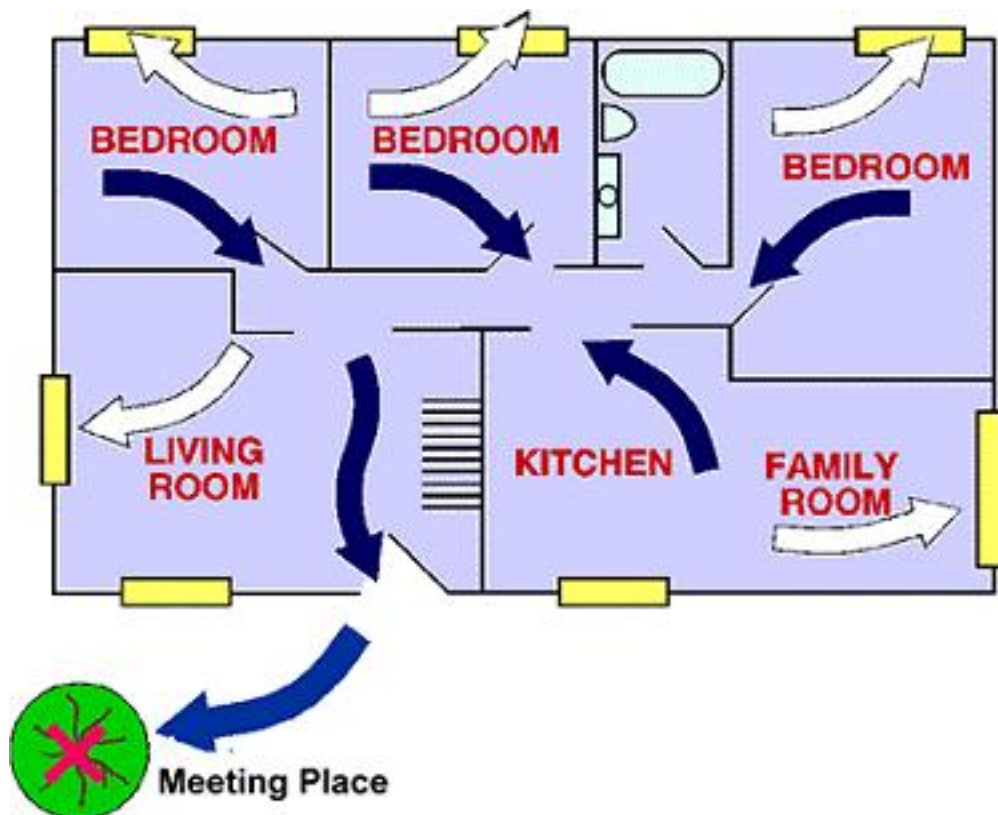
St. Francis: Hartford
AFC Urgent Care: West Hartford
Urgent Care at Bloomfield
Hartford Health Care
Go Health Urgent Care: Bishops Corner
New England Urgent Care: North Main St and Blue Back Sq
UConn Health: Farmington

Knows how to evacuate residence in case of a fire

If a fire occurs in your home, **GET OUT, STAY OUT and CALL** for help

- Having a home fire escape plan: include all doors and windows, have at least 2 routes that you can take to get out of the home safely
- Having working smoke detectors in the place of residence and check them often
- Knowing where the possible exits and escape routes are (including windows and doors)
- **Have an outside meeting location (neighbor's house, light post, mailbox, stop sign) that is a safe distance in front of the home that everyone in the residence knows to meet in case of a fire**
- Make sure your house number is clearly visible from the road
- Know to get out of the residence immediately when smoke alarms sound
- Practice your escape plan
- Know if a door is blocked, going through a window or alternative exit is also an escape route

For more information visit: <http://www.nfpa.org/safety-information/for-consumers/escape-planning/basic-fire-escape-planning>



Understands basic fire prevention (properly dispose of smoking material, using gas stove to heat house etc.)

How to prevent fires in the kitchen:

- Don't use your oven to heat your house
- Don't light a cigarette using the gas from the stove
- Don't over heat oil in a pan or it will catch fire
- Don't leave anything flammable on the stove
- Clean off any spilled food on stove or in oven so it doesn't burn and catch on fire
- Have working smoke and carbon monoxide detectors

How to prevent fires if you smoke:

- Don't light a cigarette using the gas from the stove
- Make sure it is out and use an outdoor can for disposal
- Don't smoke in bed (or be careful not to fall asleep while smoking)
- Do not discard of cigarettes in bushes, grass, moss
- Never smoke when medical oxygen is used or by a gas station

How to prevent fires if you use candles:

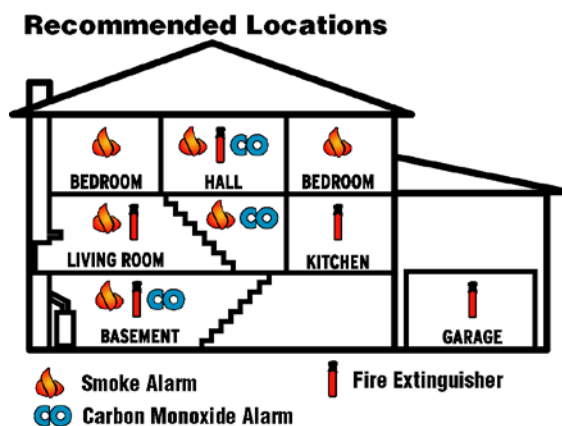
- Don't put/leave a candle near anything flammable (papers, towels, curtains, etc.)
- Make sure the candle is completely put out
- Don't leave candles burning if you leave the house
- Don't leave candles burning while you are sleeping

How to prevent fires with electricity and appliances:

- Use a surge protector (or multi-outlet device), don't overload the outlet
- Check cords on lights, appliances, etc. to be sure they aren't damaged
- Make sure lights don't flicker
- Make sure appliances are turned off or unplugged when not in use
- Checking appliances to make sure they are working properly

Examples of flammable objects include:

- Dish towels near stove
- Decorations near candles
- Cleaning/chemical supplies
- Damaged wires
- Putting items on radiators



<http://www.nfpa.org/safety-information/safety-tip-sheets>

<http://www.redcross.org/get-help/prepare-for-emergencies/types-of-emergencies/fire#/About>

Knows the different methods for putting out different types of fires

ABC fire extinguisher may be used for all types

An ABC fire extinguisher is a fire extinguisher that can be used effectively on common wood fires (Class A), flammable liquids (Class B), or charged electrical fires (Class C)

If a fire is very small and contained, water may be used. Follow PASS (Pull, Aim, Squeeze, Sweep) and ABC fire extinguisher use.

- If a dish towel catches on fire, put it in the sink immediately and cover it with water
- If you have a hose outside, make sure it is attached and on in case you need to use it in a hurry
- Know where large pots and bowls are if you have to fill them up with water to put out a fire in a different room
- Do not throw a hot or ignitable object in a trash can, such as a cigarette that hasn't been put out
- Smother a trash can fire with water and a lid if you have one

Grease Fires:

Keep a container of baking soda near the stove so that you can quickly smother a fire!!!

- Shut off stove or oven, smother pan with lid, or baking soda. Smother fire in oven by keeping door closed and/or throwing baking soda on food. Never move the pan. It will air the fire or splatter grease. Never turn on the exhaust fan or use water. The fan will draw the flames into a concealed space. Let fat cool in oven or else contact with air may make fire flare up again. Clean the stove after cooking with grease (once the stove is cool) to prevent grease fire for the next use. Keep loose items away from the fire. Never use water to put out the grease fire.
- Fire in Oven: Avoid letting grease build up in any part of oven. A greasy broiler can catch fire even during preheating. If there is too much fat on a piece of meat, the grease may flare up and start a fire.
- Toaster Oven: clean crumbs and excess food from the bottom pan or rack to prevent fire for next use.
- Gas Fires: Shut off gas supply and call the fire department.
- Barbecue Charcoal: Store unused charcoal in a cool, dry place because damp charcoal can ignite itself. Use metal pail/garbage can with tight lid and place in open space where heat can escape if self-ignition should occur.

Electrical Fires:

- Switch off appliance and pull plug out.
- For a small fire turn off the main breaker to disrupt the flow of electricity
- Smother fire with blanket
- Never try to cool with water because water conducts electricity and can give you an electrical shock.

Portable space heaters:

- Use one with thermostat (not just switch) that shuts off by itself when tipped over. Plug directly into own outlet. Use in an area that is well ventilated for heat escape. Never leave on overnight.

Information retrieved from: <http://www.vbg.org/531/Different-Ways-To-Extinguish-Different-F>

Checking smoke alarm and how to replace battery

Smoke alarms save lives!

If there is a fire, smoke spreads fast and you need smoke alarms to give you time to get out. Almost two-thirds of home fire deaths resulted from fires in homes with no smoke alarms or no working smoke alarms.

Most smoke alarms can be tested by pushing the main button
Some are hardwired to the electrical system and they cannot be tested without alerting the fire department



How to change the batteries:

- When beeping occurs it means the smoke alarm battery needs to be changed
- Get a sturdy chair if the alarm is too tall
- Check the battery type- make sure you are using the correct type of battery and install them correctly into the detector
- Remove the detector from the mounting on the ceiling (most detectors are removed by twisting or sliding the detector away from the mounting, while some only require you to remove the section that covers the internal components and battery)
- Open the battery compartment and install the new battery, closing the battery compartment afterwards
- If you are having difficulty check or refer back to the manual (if you lost it, look online)
- Test the batteries before you install the smoke detector by pressing the button if there is one
- Ask for assistance if you need help



Knows how to lock and unlock windows and doors

Verbally being able to describe how to lock and unlock doors and windows in place of residence

Keys: lock turn to the right, unlock turn to the left

Latches: lock to the right, unlock to the left

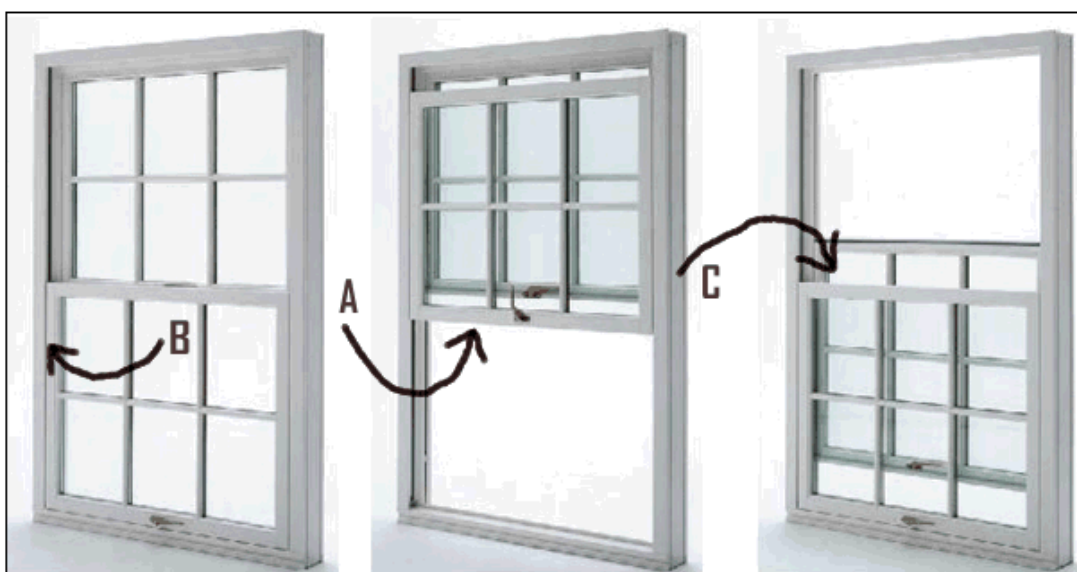
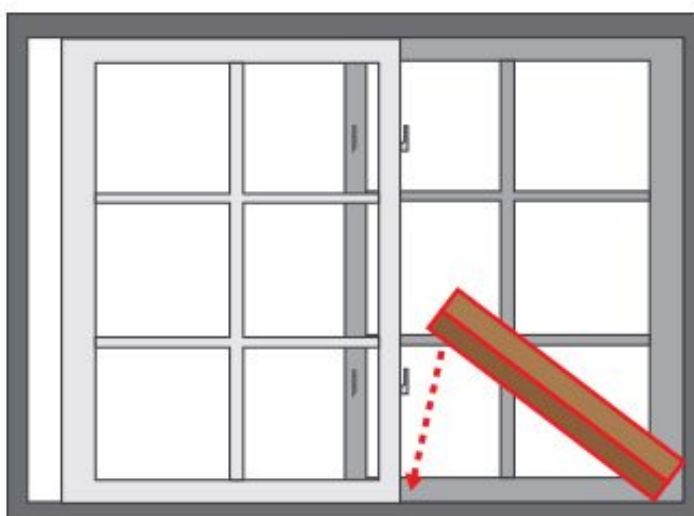
Keypads with correct combination

Correct ways to turn the handle: open by twisting to the right if it is a knob

Hooks

Wood blocks can be used to secure a window if it does not lock, but make sure to remove it in a case of emergency

FIGURE B



Knows the importance of carrying an ID

- It is important to have your ID in case of an emergency, so that medical professionals can quickly find out who you are
- Sometimes you will need to prove your identity, which you can do if you carry an ID on you at all times (if you are stopped by the police or if you are at the bank, for example)
- Your ID proves your age, so you can purchase age-specific things like tobacco, alcohol, or scratch tickets
- Having an ID on you when you apply for a job is helpful so you can give them as much information as possible

Types of Identification:

Driver's license
Passport
Birth certificate
Social Security Card
Student ID card
Non-driver ID card

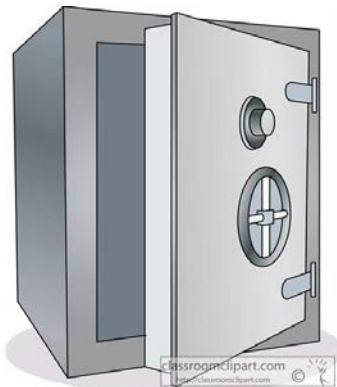
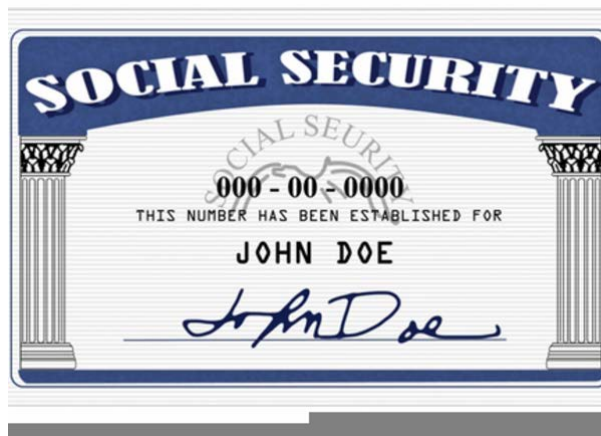


Intermediate

Knows how and where to keep important documents (Birth certificate, social security card, etc.)

Where should you store your birth certificate and social security card?

- In a safe place at home (what does that mean to you?)
- In a lock box/safe
- With a trusted family member/friend
- With my conservator
- With my case manager/staff person



Knows how to tell if appliances are damaged, dangerous to use and related safety concerns (fire, electrocution, etc.)

How would you know if it was unsafe to use an appliance?

- The appliance does not consistently stay on (lights flicker, shuts on and off by self, overheats)
- Cord is frayed or has a ding in it
- Multiple things plugged in one outlet
- Appliance sparks, smokes, or overheats
- Cord is wet
- Makes a burning smell when in use
- Blowing fuses or tripping circuit breakers
- Discoloration of wall outlets
- Improperly cleaned or not regularly cleaned appliance could catch fire (example: burnt crumbs in pan of toaster or toaster oven)

Unsafe appliances could cause:

- A fire
- Electrocution



Knows how to recognize the smell of a gas leak and knows what to do/ who to call if they smell a gas leak



Things to know:

- Companies have added the smell of **rotten eggs** so leaks can be detected
- Sometimes the color white could appear to signal a leak
- Exit building immediately and call 911 once outside

How to Recognize a Natural Gas Leak

Smell – The distinctive odor of rotten eggs

Look – Discolored or dead vegetation, disturbed soil or a dense mist above the pipeline

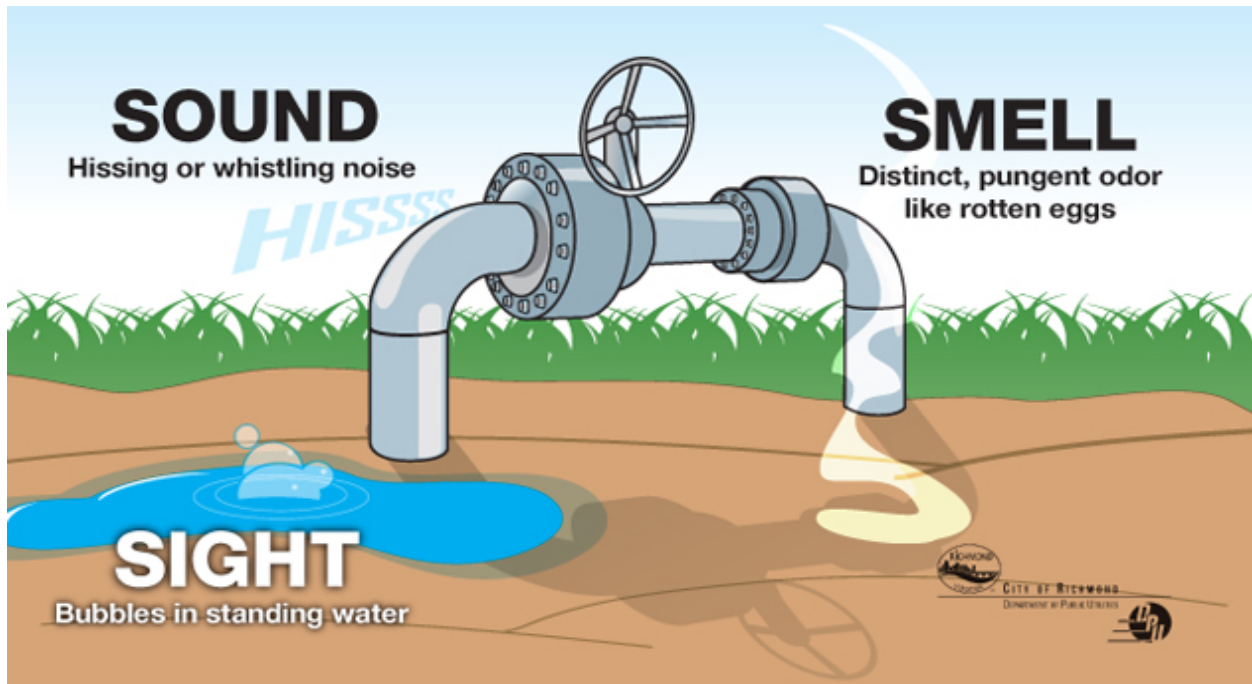
Listen – A loud and high-pitched sound

Act – If you smell or suspect a natural gas leak

Information obtained from: https://www.njng.com/safety/smell_gas.asp

When you suspect a gas leak you should NOT:

- Do anything to create a spark that could cause an explosion
- Do not light a match
- Do not turn appliances or lights on or off
- Do not use a phone
- Do not ring a doorbell
- Do not start a car



Connecticut Natural Gas: 1-866-924-5325

Information obtained from:

https://www.cngcorp.com/wps/portal/cng/home/contactus/!ut/p/a0/04_Sj9CPykssy0xPLMnMz0vMAfGjzOJ9_D3dfZ3NPR09fZ1ND DwtPQwtvM1cAiz9zPULsh0VAa5Och!/

Knows at least three precautions for protecting oneself at home and in the community

Stay away from unlit areas

Do not expose yourself to unfamiliar situations or strangers

Keep charged cell phone on you at all times

Notify someone if you are going out alone and what time you will be expected to arrive at destination

Do not inform others except a trusted person in your life if you will be going away overnight

Know neighbors and be aware of things out of the ordinary

Do not give personal information to an unknown person

Have a flashlight with you if going out at night

Keep doors and windows locked

Wear light colored clothing if walking at night

Always stay alert

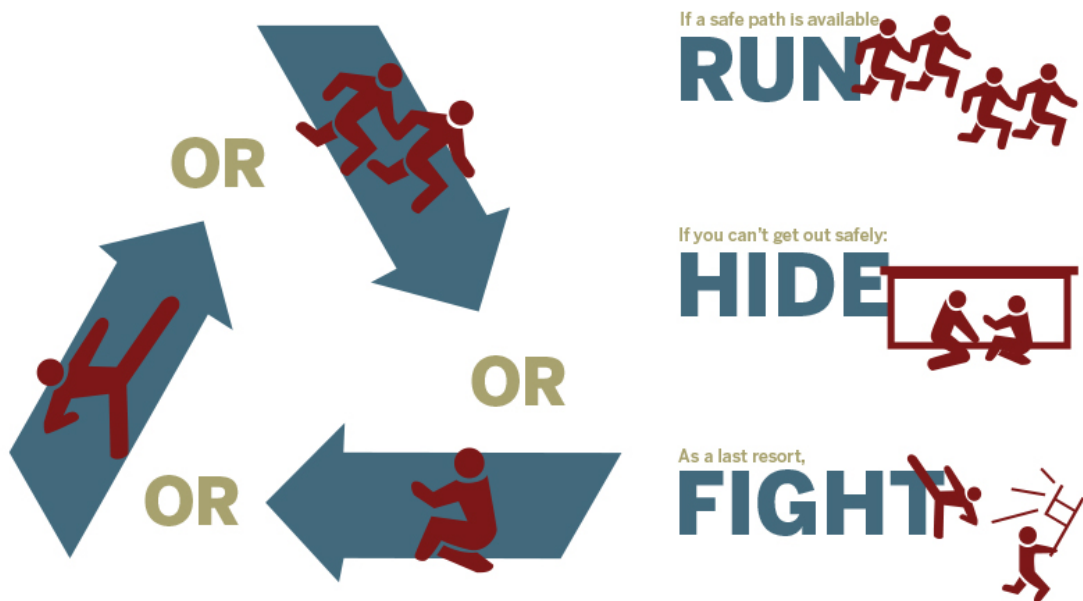
Do not walk around with ear buds in ears

Carry a legal weapon

Protect self when using technology such as, bank machines, credit cards, public computers
(create safe passwords, and do not give out personal information)

Follow safe medical precaution (wash hands, do not share things that spread diseases)

Know who to contact if you need help

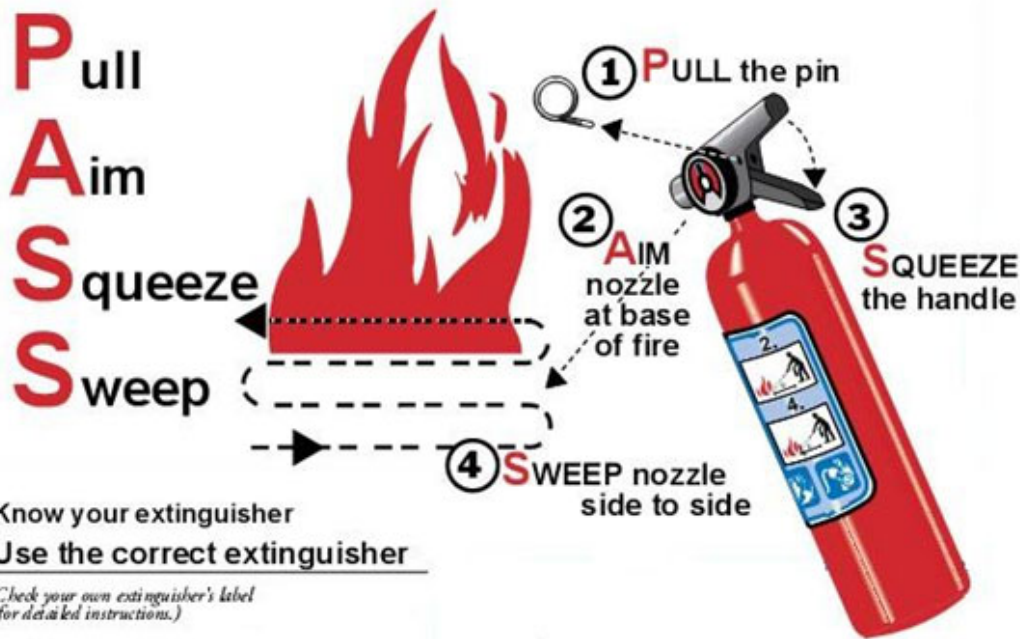


Advanced Knows how to use an ABC fire extinguisher

ABC fire extinguisher can be used for all types of fires

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To operate an extinguisher:








Fire Emergency Response

- R** **Rescue**
- A** **Alarm**
- C** **Contain**
- E** **Extinguish**

How to put out a fire if you do NOT have an extinguisher:

- Sand or dirt: If you are outdoors when the fire takes place simply grab a bucket of sand or some dirt.
- Water: Water will put out your fire as long as it's not an electrical fire. Pouring water on a fire that started electrically could be very dangerous. To put out a fire with water, fill a bucket and quickly dump it over the fire.
- Baking Soda: When baking soda is heated it produces CO₂ gas, which is found in a fire extinguisher. Since the fire is getting carbon dioxide, it is not receiving the amount of oxygen it needs for the fire to stay burning. Simply pour as much baking soda that is needed to put the fire out.
- Salt: Salt suffocates heat by minimizing the oxygen that it needs. Adding water to your salt may help the fire diminish even faster as it will smother the flames and turn them into ashes.

CLASSES OF FIRES	TYPES OF FIRES	PICTURE SYMBOL
A	Wood, paper, cloth, trash & other ordinary materials.	
B	Gasoline, oil, paint and other flammable liquids.	
C	May be used on fires involving live electrical equipment without danger to the operator.	
D	Combustible metals and combustible metal alloys.	
K	Cooking media (Vegetable or Animal Oils and Fats)	

If your clothes ever catch on fire:

- STOP: Stop where you are and do not run
- DROP: Drop to the ground or floor and cover your face with your hands
- ROLL: Roll across the ground to smother the flames

Knows how to properly store cleaning materials

Always place out of reach of children and pets

Store all materials in original containers and label them

Make sure storage area is well ventilated

Keep food and cleaning products stored **separately**

Do not reuse containers or mix products, if chemicals are mixed it can create a chemical reaction and cause harm to individuals and surfaces

Flammable materials need to be in a cool location, marked and in a locked storage cabinet

Poisonous materials


- Paint thinner
- Paint
- Bleach
- Dishwashing liquid
- Alcohol
- Vitamins (copious amounts)
- Aspirin (copious amounts)
- Cleaning fluids
- Some plants
- Drain cleaner
- Cigarettes
- Prescription medication (copious amounts)

Children and pets can be poisoned by many substances that most of us might not consider harmful

Suggestions to make home safe for children:

- All medications should be locked and child proof
- Store all cleaners out of a child's reach and labeled in original packaging
- Keep children away from cleaner fumes because they can irritate asthma

Use alternate products that are safe for you and your loved ones



**SF Environment
FACTSHEET**

**EASY AND SAFE CLEANING PRODUCTS
for the home**

Basic household items that also are useful for cleaning in the home:

- **Baking soda and Borax** – Cleans and deodorizes, also good scouring powders.
- **Plain soap (liquid dish soap or bar soap) without fragrances or antibacterials** – Safer, easy cleaner. Castile soap is a good liquid soap option.
- **White vinegar or lemon juice** – Cuts grease and smells fresh.
- **Hydrogen peroxide (3% solution)** – Works like a disinfectant.
- **Good scrub brush or green scrubbing pad!**

