



## CARERS EMERGENCY PLAN: USEFUL INFORMATION

- ✓ Decide where you want to keep your emergency plan and let the emergency contacts know where to find it. You may wish to provide them with a copy.
- ✓ Make sure that you have the phone number of all relevant organisations on your mobile phone, in case you need to contact them. It would be useful to add these numbers to the **Contact List** in your Emergency Plan too.
- ✓ Store at least one emergency contact number in your mobile phone. List this under **ICE**. This stands for 'In Case of Emergency' and emergency service staff know to look for it.
- ✓ If you care for more than one person- a plan should be completed for each person.
- ✓ If you have a pet, make sure that the emergency contacts have details about how to look after them. You may want to make a separate list about this.
- ✓ If there is a young person providing care in your family, make sure that school knows about this.
- ✓ If a young person is one of your emergency contacts, make sure that the school is aware of this.
- ✓ If you have no-one to nominate as an emergency contact, talk this through with your carer support organisation. They will be able to help you identify where to find help.

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If you require any further information please contact the Dumfries and Galloway Carers Centre

Tel: 01387 248600 [info@dgalcarers.org](mailto:info@dgalcarers.org)



## CARERS EMERGENCY PLAN

### *“Carers Support in Unplanned Events”*

Please complete details of the plans you wish to be put in place in the event of an emergency if you are not able to look after the person you care for.

**Remember!**

- ✓ Ensure that all contacts on your Emergency Card have a copy of your plan or know where this is kept for example in a drawer in the hall or a container in the fridge.
- ✓ Try to involve all the key people in the completion of your Carers Emergency Plan.
- ✓ Try to keep the Carers Emergency Plan as simple as possible and update the plan if circumstances change.

### 1. Your details (the Carer)

Name:		
Address:		
Telephone:	<b>Daytime no:</b>	<b>Mobile no:</b>
Date of birth:		
I provide care for:	Relationship to the person cared for:	
1.		
2.		
3.		

### 2. Details of the person you care for

Name:		
Address:		
Telephone:	<b>Day time no:</b>	<b>Mobile no:</b>
Date of birth:		

### 3. Emergency Contacts:

This plan is designed to cover the first few hours following an emergency. Longer term support may require other arrangements to be made. Please refer to the Guidance Notes Completing an Emergency Plan for help with this section about your Emergency Contacts.

#### Your Emergency Contacts:

**Contact 1:**

Name:

Address:

Home telephone number:

Work telephone number:

Mobile:

Relationship to Carer:

**Contact 2:**

Name:

Address:

Home telephone number:

Work telephone number:

Mobile:

Relationship to Carer:

### 4. Emergency Plan – Brief Details

Please give details below of the type of support that the person you care for needs. Please use separate sheet(s) if you care for more than one person or need to put in more detail.

**Personal care:****Emotional support:****Social and leisure activities:****Other:**

### 5. Medication:

To help the person that might be providing replacement care, it may be helpful to list all the medication taken by the person you care for on a separate sheet, where it can be found, what time it should be taken and by what method (eg with water, food or by injection).

Has a dosette box been prepared? YES / NO

If yes, where can the dosette box be found?

### 6. Other important information for the Emergency Care Plan

How long can the cared for person be left unattended?

Is the person you care for known to Social Work services?

It is advisable for nominated persons or emergency services to have access to a full emergency plan. This may include information on medication, daily routines, etc for the cared for person.

Is there a more detailed plan? YES / NO

Where is it kept?

Who has the keys / knows where to get the keys to the house of the person you care for?

Who has a spare key?

Is there any other information that may be relevant in an emergency? (eg: young children, pets, cultural or religious needs, etc)

Who can legally access money/benefits in an emergency?

Please give name & contact details:

### 7. Contact details of others involved with the person you care for eg: your Doctor, Social Worker, care provider.

Name:	Address:	Telephone number:

<b>Other important names and numbers:</b>		
Social Work telephone number:		<b>030 33 33 3001</b>
NHS 24:		<b>111</b>
NHS Inform:		<b>0800 22 44 88</b>

<b>8. Consent</b>		
<ul style="list-style-type: none"> <li>✓ I agree that the contact person's named can be contacted in an emergency.</li> <li>✓ It is my responsibility to make sure that the emergency contacts know what they are expected to do in an emergency situation.</li> <li>✓ I agree to this information being shared with other agencies so they can take appropriate action in an emergency.</li> </ul>		
<b>Carer's signature:</b>		<b>Date:</b>

<b>Your notes:</b>
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Use this space to make any other points that are important to you.

**Please retain this copy of the emergency plan for future reference.  
Remember to give copies to the people you have named as being  
able to give support in an emergency.**

