



## COLLIER COUNTY DEPARTMENT OF EMERGENCY MANAGEMENT

3301 East Tamiami Trail • Naples, Florida 34112 • (239) 774-8000 • Fax (239) 775-5008

April 2006

**To: Physicians**

Home Health Care Agencies  
Senior Centers  
Service Agencies  
Medical Equipment Companies

**Re: Special Needs Registrations Forms for 2006**

Enclosed are the registration forms and informational materials for the 2006 Collier County Special Needs Program for both full time and seasonal residents. Please make copies and give to your patients / clients who may be in need of this service.

These forms are mailed to you because you have been identified on a registration form that interacts with persons who may need assistance in an emergency or you are a Home Health Agency and are required to have a disaster plan for your clients. If a person meets the requirements for the program but plans on sheltering with your agency we still need a form filled out. These forms are used for all emergency situations not just hurricanes.

All persons including pediatric that are currently registered in the program were mailed a renewal packet. If you determine your client has not received a packet by May 15th please have them call the Emergency Management office to confirm the client's address. If you need forms in Spanish or Creole please call the Emergency Management office at 732-2624 or you can email me at: [patticlemens@colliergov.net](mailto:patticlemens@colliergov.net) and they will be mailed to you, the client's provider.

There are changes to the 2006 form. Please look closely at the following:

- The Health Department has requested you list the medications. Many people who went to the shelter for Hurricane Wilma either forgot their medications or didn't bring enough. Unfortunately many people were expecting to return home right away only to discover their homes had damage and/or no electricity.
- The second addition to the registration is sheltering. If for some reason they cannot return home due to damage where will they go? Have them talk with family and friends and make arrangements before the start of hurricane season. How are your agencies going to track your clients post storm?



- Numerous hurricanes last year, especially Hurricane Wilma made all of Collier County keenly aware that we are not immune to storms. As in the past, many persons with Special Needs called in by the hundreds at the last minute to register. There is a lot of preparation that goes into planning the evacuation, transportation and sheltering. Please take the time to review the form and if you feel that they meet the criteria, fill out the registration form and mail it back to the office. Depending on the strength and speed of a hurricane it may get to the point where will we have to cease accepting new registrations.
- As a reminder the location of the Special Needs shelter has been changed to Palmetto Ridge High School, 1655 CR 858 (Oil Well Rd) Naples.
- **Please discard any of the previous years forms that you have on file. Old forms will not be accepted.** I am requesting that all information be **printed or typed.**

Should any of your clients have a computer, they can access our web page at [www.collierem.org](http://www.collierem.org). The web page can be translated into number of languages and provide your clients with a wealth of information on emergency preparedness. The All Hazard Guide is also available to read on line.

Hurricanes seminars are planned again this year thru out the county and the seminar information is available on our web page, local government TV, local news stations as well as the newspapers.

**Reminder:** Please do not fax the forms to the office due to HIPAA regulations.

Your assistance in aiding us in registering those residents with medical/physical or transportation needs is sincerely appreciated. Should you have any questions, please feel free to call me at (239) 732-2624. Our new office number during business hours is 774-8000. For information during activation please call the Collier Information Center Hotline at 774-8444.

Thank you,



Patti Clemens  
Emergency Management Technician

Special Needs Program