

DEARNESS HOME POLICIES AND PROCEDURES

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SUBJECT: Definitions	Implemented M / D / Y 07 01 22	Reviewed M / D / Y	Revised M / D / Y
APPROVED BY:			
DOCUMENT APPLIES TO: All Staff			
<i>A printed copy of this document may not reflect the current policy. Refer to the electronic version located in the Emergency Management Plan in Surge Learning</i>			

For the purpose of this manual the following words, abbreviations and phrases have the following meaning:

Adverse effect means one or more of;

- a) impairment of the quality of the natural environment for any use that can be made of it,
- b) injury or damage to property or to plant or animal life,
- c) harm or material discomfort to any person,
- d) an adverse effect on the health of any person,
- e) impairment of the safety of any person,
- f) rendering any property or plant or animal life unfit for use by man,
- g) loss of enjoyment of normal use of property, and
- h) interference with the normal conduct of business

All Other Staff: Any Seniors Services staff member not specifically identified in the emergency plans including but not limited to:

1. Registered Nurse not designated "Chief Warden"
2. Registered Practical Nurse (Area Warden)
3. Healthcare Aid
4. Personal Support Worker
5. Recreation staff
6. Dietary staff
7. Housekeeping staff
8. Laundry staff
9. Resident and Community Programs staff
10. Administration staff
11. Recreation staff

Area Warden: A staff member responsible for coordinating the efforts of staff assigned to an area of the home, for the purpose of carrying out duties under an emergency plan

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Comprehensive Drill: A simulated emergency whereby emergency systems are activated and staff with responsibilities in the emergency plan will carry out these responsibilities including, in the event of a fire drill, physically evacuating the affected area. Note: staff will not evacuate residents when the health or safety of the resident may be compromised, volunteers may be used as an alternate.

EMP: Emergency Management Plan

EOC: Emergency Operations Center

Emergency: means an urgent or pressing situation or condition presenting an imminent threat to the health or well-being of residents and others attending the home that requires immediate action to ensure the safety of persons in the home. Including, but not limited to;

1. Fire or smoke
2. Evacuation
3. Search for missing resident
4. Loss of essential services e.g. water, heat, electricity, cooling
5. Natural Disaster – flood, tornado
6. Extreme Weather – wind, winter storm
7. Bomb threat
8. Relocation of residents, internally or externally.
9. Acceptance of additional residents and/or other persons into the home, or expansion of services relating to a situation outside the home
10. Violence
11. Medical emergency
12. Lockdown

Fire Safety Coordinator: Environmental Services Manager or designate (Supervisor Building Services)

HCA: Health Care Aid

Joint Health and Safety Committee (JHSC): The LTCH's certified labour and management representatives

LEW: Life Enrichment Worker

LTCH: Long Term Care Home

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Major Chemical Spill: Any spill of a pollutant that creates a hazard to the health of a person (i.e.: a chemical that generates hazardous or toxic vapours, corrosive etc.) that occurs in a quantity that requires the response from an emergency service.

Medical Emergency: A serious situation that arises suddenly and threatens the life or welfare of a resident, staff member or visitor.

Minor Chemical Spill: Any spill of a pollutant in a quantity that does not create a hazard to the health of a person other than the hazards associated with the safe handling of the product.

MLTC: Ministry Health and Long Term Care

Occupants: All persons within a building including but not limited to residents, family members, visitors, volunteers, or other staff members.

Owner: Any person, firm or corporation having control over any portion of the building or property under consideration and includes the persons in the building or property (FC ON Reg 213/07). The home's Administrator is considered the owner.

PSW: Personal Support Worker

RHA: Resident Home Area

RPN: Registered Practical Nurse

RN: Registered Nurse

Silent Drills: Simulated emergencies whereby emergency systems (i.e. fire alarm system) are not activated but staff will respond to the emergency and demonstrate/simulate their emergency response activities.

Supervisory Staff: Any staff member who has some delegated responsibility for the safety of other occupants under the emergency plan.

Table Talk Exercise: Similar to a silent drill but does not involve a physical demonstration/simulation of the emergency response activities. Table talk exercises involve facilitated discussions surrounding example emergency scenarios.

Violent Outburst: When an individual displays a substantial loss of control and aggressive/responsive behaviour is imminent or has erupted and available resources are not sufficient to safely manage the situation