

## DEARNESS HOME POLICIES AND PROCEDURES

<b>MANUAL:</b> Emergency Management Plan	<b>INDEX NO:</b> EMP01-014		
<b>SECTION:</b> Introduction	<b>PAGE</b> 1 of 2		
<b>SUBJECT:</b> Transportation Plan	Implemented M / D / Y 07 01 22	Reviewed M / D / Y	Revised M / D / Y
<b>APPROVED BY:</b>			
<b>DOCUMENT APPLIES TO:</b> 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>			

### DESCRIPTION

**ONT. REG. 246/22, s. 268 (4)2:** Evacuation plans for the home, including, at a minimum;

- i. a system in the home to account for the whereabouts of all residents in the event that it is necessary to evacuate and relocate residents and evacuate staff and others in case of an emergency (*Code Green Emergency Response Plan*),
- ii. identification of a safe evacuation location for which the licensee has obtained agreement in advance that residents, staff, students, volunteers and others can be evacuated to (*Appendix 'D' - Reciprocal Relocation Agreements*),
- iii. a transportation plan to move residents, staff, students, volunteers and others to the evacuation location, and
- iv. a plan to transport critical medication, supplies and equipment during an evacuation to the evacuation location to ensure resident safety.

### TRANSPORTATION PLAN

In the event of the activation by a LTCH of the Code Green Evacuation Emergency Response Plan;

- a) The movement of residents, staff, and volunteers will be coordinated by the Administrator (or designate), and/or the Manager Long Term Care Facilities (or designate) to relocation facilities. They will contact the transportation provider as noted in Appendix 'E' - Transportation Plan.
- b) The movement of critical medication, supplies and equipment will be dependent on the ability to re-enter the LTCH.
- c) If re-entry is deemed untenable; the pharmacy shall be contacted by the Administrator, DRC (or designate). Supplies and equipment will be pulled from other Niagara Region LTCH's as needed.

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- d) Staff may be asked to transport themselves and drive their personal vehicle to the relocation site if it is at the LTCH and safely accessible.
- e) Families may be utilized to transport residents under the direction of the Administrator (or designate)