

DEARNESS HOME POLICIES AND PROCEDURES

MANUAL: Emergency Management Plan	INDEX NO: EMP09-001		
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SUBJECT: Code Orange – Community Disaster Emergency Response Plan	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 on Surge Learning.</i>			

POLICY

To ensure the safety and continued provision of services for residents a LTCH will follow the Code Orange Community Disaster Emergency Response Plan procedures located below and in Appendix 'B' if a LTCH experiences an influx of residents being relocated from another facility that has had to evacuate.

DESCRIPTION

CODE ORANGE: COMMUNITY DISASTER is an influx of residents or patients from another facility due to a community disaster, facility disaster etc.”

Due to the influx of additional people menus may need to be changed or altered during the emergency

Each home is to having sleeping arrangements for the number of residents they have identified they can accommodate in the LTCH’s Reciprocal Relocation Agreement.

The Administrator (or designate) will ensure the evacuating facility has obtained temporary licenses as required by the Ministry of Long Term Care

The Administrator (or designate) will be responsible for announcing “All Clear Code Orange” once all residents or patients have returned to their home facility at the conclusion of the emergency.

EMERGENCY OPERATIONS CENTER (EOC)

Immediately upon implementation of a Code Orange – Community Disaster, an Emergency Operations Centre (EOC) will be established by the Chief Warden. The reception area of the home will serve as the default location for the EOC.

DOCUMENTATION

All real and simulated emergency events shall be documented on the Emergency Drill Report located in Appendix 'A'.

All formal activations of Emergency Response Plans shall include a formal debrief and review of the response plans within 30 days of the conclusion of the emergency. This

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debrief shall be documented separately from the original emergency response. Completed Emergency Drill Reports shall be logged in the Testing of Emergency Plans binder for a period of 2 years.

REPORTING

Every licensee of a LTCH shall ensure that the Director is informed in as much detail as is possible under the following timelines and in the associated circumstances;

Immediately

1. An emergency within the meaning of section 268 of the FLTCA, including fire, unplanned evacuation or intake of evacuees

Report Submission

Where a licensee is required to make a report immediately as identified above and it is after normal business hours, the licensee shall make the report using the Ministry's method for after-hours emergency contact. Contact information can be found in Appendix 'C' Communication Plan – Call in List