

PLANNING AHEAD

GETTING STARTED

Direction and Control

- How does your facility gather information about impending disasters?
- How is this information processed?
- Who is responsible for processing this information?
- Who has final decision making authority for your facility?
- How do you alert and notify your staff about an impending emergency?
- Where are specific procedures located?

Warning

- Who do you warn?
- What method do you use for warning?
- Do individual staff members have authority to issue warnings when a disaster is imminent (a tornado sighting for example)?

Communications

- What technical communications systems are available in the facility or assigned to staff?
- Do you have an active alarm system?
- Do you have a passive alarm system?

Shelter and Mass Care

- Have you identified when you will shelter in place?
- Have you identified when you will evacuate?
- What is the status of your emergency food, water, and power supplies?

Evacuation

- Do you have written formal agreements with a facility to shelter your residents and staff?
- If no, do you have verbal agreements? With whom?
- Do you know your evacuation route?
- Do you plan to evacuate well ahead of the general public, time permitting?

Transportation

- How do you plan to transport your residents and staff?
- Do you have written agreements with a transportation agency?
- If no, do you have a verbal agreement?
- Are you planning to use facility vans and or personal vehicles? How many and what types and capabilities do you have?

Health and Medical

- Do you have procedures in place to provide health and medical support to patients and staff during and after a disaster?