

GENERAL MEDICAL 8.0

Emergency Preparedness -- 8.4

Disaster Response -- 8.4.b

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Signature:

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POLICY

Appropriate staff must be prepared to respond to all disasters affecting the site.

APPLICABILITY

This policy applies to Local Health Department, Regional and Central Office personnel.

PURPOSE

To prepare public health staff to maintain an acceptable level of preparedness to respond competently to local or more widespread disasters that threaten the site.

PROCEDURE

Regional Directors and Facility Administrators are responsible for ensuring the development and maintenance of a plan for responding to tornadoes, fires, earthquakes, ice storms, floods and community disasters under the direction of the regional Emergency Response staff. A written plan must be in place describing response roles and responsibilities. An Emergency Response Coordinator and back-up coordinator shall be named for Central Office, each region, and for each local health department site to coordinate any disaster affecting the site. These same individuals should be responsible for coordinating public health's role in community disasters.*

All Local Health Department, Regional and Central Office staff shall be informed of the necessary procedures for responding to site disasters.

Each site shall post in public, patient and staff areas an evacuation plan of that facility, complete with a floor plan indicating rooms, exits, and location of fire extinguishers.

Each site will be inspected annually by the local fire inspector and deficiencies requiring major financial expenditures shall be reported to the appropriate county and/or state authority. A fire drill will be held annually.

A simulated disaster drill (tornadoes, earthquakes, ice storms, floods, etc., excluding fire) will be conducted every two years.

OFFICE OF PRIMARY RESPONSIBILITY

Office of the Medical Director, Bureau of Health Services, (615)741-7305

*The health department has a role in responding to community disasters apart from site specific events. This role is described in local Emergency Management Agency plans and in Regional TEMA plans.

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