

CHAPTER Facilities	CHAPTER 08	SECTION 003	SUBJECT 25
SECTION Safety		DESCRIPTION Emergency Preparedness and Response Plan	
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APPLICATION:

<input checked="" type="checkbox"/> CMH Staff	<input type="checkbox"/> Board Members	<input type="checkbox"/> Provider Network	<input checked="" type="checkbox"/> Employment Services Providers
<input type="checkbox"/> Employment Services Provider Agencies	<input checked="" type="checkbox"/> Independent Contractors	<input checked="" type="checkbox"/> Students	<input checked="" type="checkbox"/> Interns
<input checked="" type="checkbox"/> Volunteers	<input checked="" type="checkbox"/> Persons Served		

POLICY:

Lapeer County Community Mental Health (LCCMH) adheres to state and federal guidelines for emergency preparedness and ensures full compliance with the standards set by the Commission on Accreditation of Rehabilitation Facilities (CARF).

STANDARDS:

- A. The Emergency Preparedness and Response Plan covers a wide range of safety measures. The procedures outlined in the plan detail the necessary steps to ensure the highest level of safety in each identified situation.
- B. Safety practices outlined in the Emergency Preparedness and Response Plan apply to all locations where LCCMH services are provided and in all agency-sanctioned activities.
- C. The Health and Safety Committee, unless otherwise specified, is responsible for the functions described in this policy.
- D. The Health and Safety Officer, or their designee, serves as the coordinator for fire safety, severe weather, and any other necessary emergencies.

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- E. Shelter locations are equipped with first aid kits and safety items needed during a 'take cover' situation. Each LCCMH location is also equipped with a weather band radio in the reception area.

PROCEDURES:

- A. A comprehensive and detailed Emergency Preparedness and Response Plan is maintained by the Health and Safety Officer in collaboration with the Health and Safety Committee.
- B. The plan outlines each type of hazard or emergency and the corresponding steps to be followed by staff. It is provided to all new employees in the orientation packet and is also posted on the shared network in the templates folder. The following contents are outlined in the Emergency Preparedness and Response Plan:
1. Fire
 2. Medical Emergency
 3. Infant/Child Abduction/Missing Person
 4. Bomb Threat
 5. Combative Person "Code Grey"
 6. Rapid Response Team Code (Code RRT)
 7. Active Shooter
 8. Hostage Situation
 9. Hazardous Spills
 10. External Disasters (Tornado, Utilities Failure, Blizzards, etc.)
 11. Communications Procedures
 12. Maintenance Services
 13. Reunification Plan
 14. Post-Disaster Services and Activities
 15. Exhibits
- C. The Emergency Preparedness and Response Plan is reviewed and evaluated annually by the Health and Safety Committee to identify needed revisions and/or problem areas. Recommended improvements are included and presented to the Health and Safety Officer.

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D. The Health and Safety Officer makes recommended updates and provides an annual evaluation of the plan in the Health and Safety Committee Annual Report.

REFERENCES:

Emergency Preparedness and Response Plan

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