

Disaster Preparedness for Residential Services Providers



DBHDD

**COMMUNITY FRIENDSHIP, INC.
JEANNETTE DAVID
DIVISION OF BEHAVIORAL HEALTH
MAY 30, 2017**





Photo by Shane Durrance



Atlanta, Ga., March 31, 2008 -- FEMA Community Relations representatives John Rovello and Eleanor Shelton help applicants who are registering for assistance from FEMA for damages to personal property at the O'Hern House which lost its roof in the tornado. This building houses Project Interconnections which provides supportive housing for people with mental illness. Robert Kaufmann/FEMA - Location: Atlanta, GA

Policy - 04-102

- Disaster Preparedness, Response and Disaster Recovery Requirements for Providers
- Revision and corresponding training
- Contains definitions, procedures and resources
- Procedures
 - Preparedness
 - Response
 - Recovery

Procedures: Preparedness

- Designated personnel
- Providers adhere to the basic standards for emergency and disaster preparedness established by:
 - National accreditation agencies (CARF)
 - State certification, for example DBHDD and/or Department of Community Health (DCH) and/or
 - Federal rules and regulations (<https://www.gpo.gov/fdsys/pkg/FR-2016-09-16/pdf/2016-21404.pdf>).
- Continuity of Operations Plan
- Local partners

Continuity of Operations Plan (COOP)

- Ensure safety
- Ensure continuous performance of essential functions
- Minimize damage
- Identify relocation sites
- Reduce disruption of operations
- Protect equipment, supplies, records and other assets
- Achieve orderly recovery

Team Preparedness

The screenshot shows an Excel spreadsheet with the following content:

	A	B	C	D	E	F	H	I	J
1	Organization Name:			County/Countries Served					
2									
3	Team Name:								
4									
5									
6	Possible Hazards in your area			Shelter-in-Place or Evacuate					
7									
8									
9									
10	Continuity of Operations Plan for the Team								
11	Safety is your #1 priority.								
12									
13	Communications								
	How will your team find out if an incident has occurred?								

Watermark: Page 1

Personal Disaster Plan

RS Training Template [Compatibility Mode] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW ACROBAT

Clipboard Font Alignment Number Styles Cells Editing

A7

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1		Organization Name:	County/Countries Served													
2																
3		Team Name:														
4																
5																
6		Possible Hazards in your area	Shelter-in-Place or Evacuate													
7																
8																
9																
10		Staff Preparedness Plan														
11		Information on developing an individual preparedness plan is available at www.georgiadisaster.info or www.ready.georgia.gov														
12																
13		Staff Home Emergency Plan														
14		<input type="checkbox"/>	Create an escape plan for your home.													
15		<input type="checkbox"/>	Draw a floor plan of your home with two escape routes from every room.													
16		<input type="checkbox"/>	Establish a household meeting place near your home (ex: neighbor's house)													
17		<input type="checkbox"/>	Establish a household meeting place outside the immediate area (ex: store parking lot)													

Provider Plan Plan for Individuals

READY

12:20 PM 12/16/2015

Individual Disaster Plan

RS Training Template [Compatibility Mode] - Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW ACROBAT

Clipboard Font Alignment Number Styles Cells Editing

Plan for Individuals

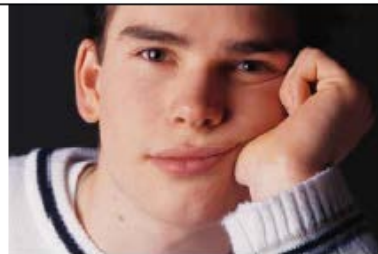
1	Organization Name:	County/Countries Served
2	0	0
3	Team Name:	
4	0	
5		
6	Possible Hazards in your area	Shelter-in-Place or Evacuate
7	0	0
8	0	0
9	0	0
10	Plan for Individuals	
11	Involve the individual in the development of this plan. Go to www.georgiadisaster.info or www.ready.georgia.gov for assistance.	
12		
13	Personal Support Network	A personal support network can help you prepare for a disaster by identifying resources you need to cope effectively. They can also assist you during and after a disaster happens.
14	<input type="checkbox"/> Identify three people who can provide you with personal support when you're at home.	
15	<input type="checkbox"/> Identify three people who can provide you with personal support when you're in places other than your home (i.e.: work, school, etc.)	
	<input type="checkbox"/> How will you communicate with your personal support network	

Provider Plan Plan for Individuals

READY 12:20 PM 12/16/2015

Planning Kit www.georgiadisaster.info

State of Georgia Emergency Preparedness Planning Kit for Small Residential Providers



Local Partners

- Power Company
- Police
- Fire and EMS
- County Emergency Management Agency
- District Public Health Office
- Regional D Healthcare Coalition Meeting
June 1, 2017 from 9:00-noon at DeKalb Medical Center
- American Red Cross

Key Planning Considerations

- Evacuation Plan
- Shelter-in-Place Plan
- Emergency contacts for individuals
- Staff contact numbers
- Everbridge



Organization Name:	Address	City	County	Zip Code:

Worksheet for Emergency Contacts of Individuals

Communication

In an emergency, we will keep the following individuals informed of our whereabouts? This is someone who is in a different geographic area or state to reduce the chances that they will also be affected by the disaster.

Name	Phone	Email

This is how we plan to communicate with the families of our individuals if we have to evacuate our facility or shelter-in-place:

This is who we will communicate with (and how) if we have problems en route while we are evacuating.

Destination

These are the three most likely places to which we would evacuate (so you know in case we cannot reach you or our emergency contact):

Location	Contact Name/Title	Phone Number	Cell Phone/ Pager	Address

Last Updated	Date:	Signature

Organization Name:	Address	City	County	Zip Code:

Worksheet for Emergency Contacts of Staff

This worksheet describes how we will communicate with you in case a disaster occurs at our facility or in our community. It also tells you the three places we are most likely to go if we have to evacuate our facility, but can't communicate with you. We may be instructed to shelter in place if it is safer to stay indoors than to move to another location. This is called sheltering-in-place and may occur if a chemical or other hazardous substance has been released into the air. Sheltering-in-place means going to a small, interior room, with no or few windows.

Communication

In an emergency, we will keep the following individuals informed of our whereabouts? This is someone who is in a different geographic area or state to reduce the chances that they will also be affected by the disaster.

Name	Phone	Email

This is how we plan to communicate with the families of our staff if we have to evacuate our facility or shelter-in-place:

This is who we will communicate with (and how) if we have problems en route while we are evacuating.

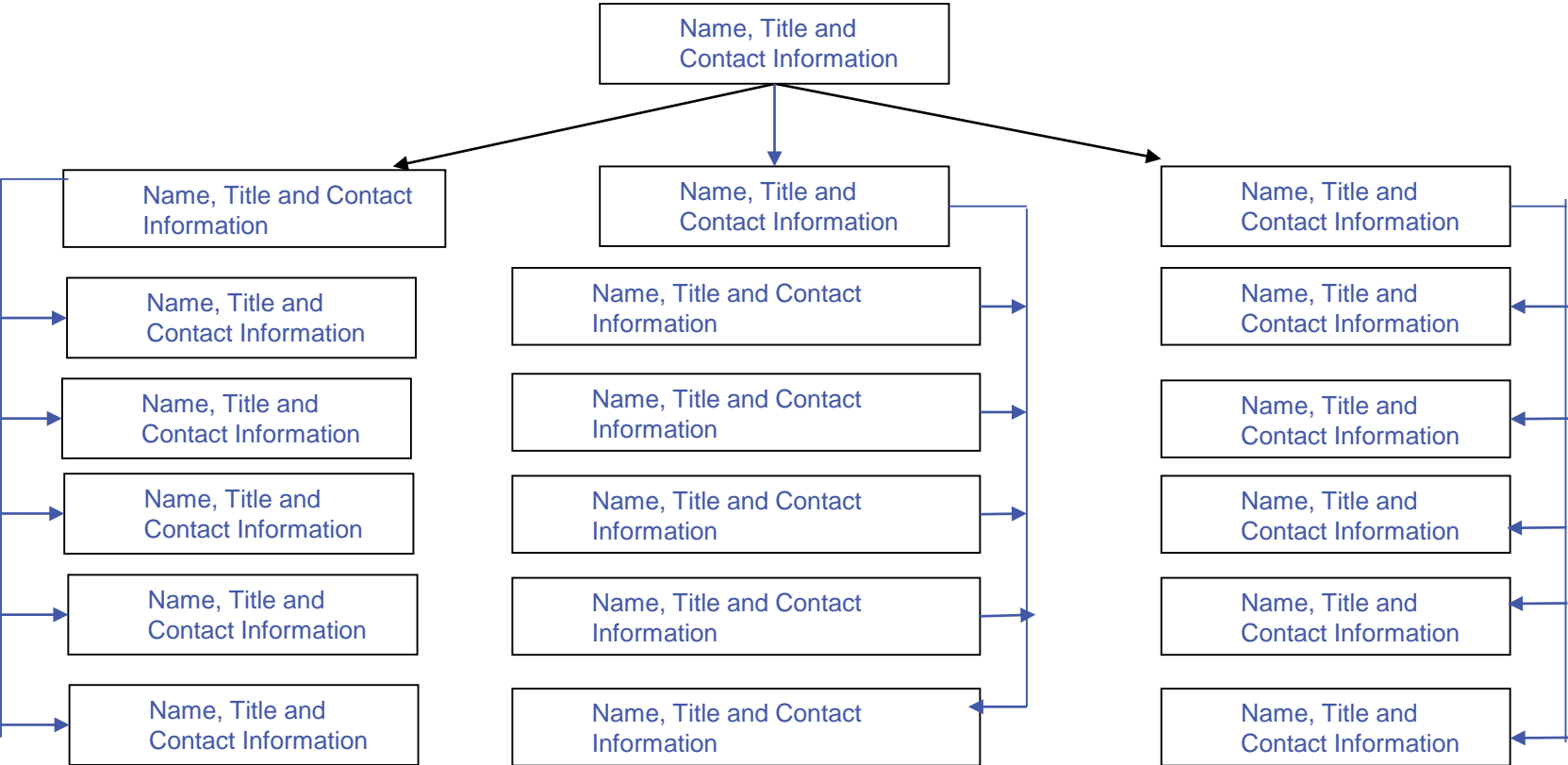
Destination

These are the three most likely places to which we would evacuate (so you know in case we cannot reach you or our emergency contact):

Location	Contact Name/Title	Phone Number	Cell Phone/ Pager	Address

Last Updated	Date:	Signature

Name of Facility
STAFF CALL LIST TEMPLATE



Procedure: Response

- Providers implement their COOPs using a scaled response that matches the scope of the disaster
 - Non-traditional settings
- Providers maintain separate records of all expenses associated with disaster response.

Procedures: Disaster Recovery

- Demobilize resources (i.e. recalling staff and supplies).
- Conduct an incident debriefing:
 - Develop an (AAR) **After Action Report (Attachment B)** that contains an improvement plan for areas that need correction.
 - Make changes to the COOP based on improvement plan and to reflect any significant recommendations.

Resources

www.georgiadisaster.info

www.ready.ga.gov

<http://www.redcross.org/get-help/prepare-for-emergencies/be-red-cross-ready>

<https://www.ready.gov/business>

Contact me

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www.georgiadisaster.info