Disaster Preparedness for Residential Services Providers

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

Organization Name:  County/Counties Served

Team Name:

Possible Hazards in your area  Shelter-in-Place or Evacuate

Continuity of Operations Plan for the Team

Safety is your #1 priority.

Communications

How will your team find out if an incident has occurred?
Personal Disaster Plan

Organizations Name: County/Counties Served

Team Name:

Possible Hazards in your area | Shelter-in-Place or Evacuate

Staff Preparedness Plan

Information on developing an individual preparedness plan is available at www.georgiadiaster.info or www.ready.georgia.gov

Staff Home Emergency Plan

- Create an escape plan for your home.
- Draw a floor plan of your home with two escape routes from every room.
- Establish a household meeting place near your home (e.g., neighbor’s house).
- Establish a household meeting place outside the immediate area of your home.
Individual Disaster Plan

Plan for Individuals

Involves the individual in the development of this plan. Go to www.georgiadisaster.info or www.ready.georgia.gov for assistance.

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.

1. Identify three people who can provide you with personal support when you're at home.
2. Identify three people who can provide you with personal support when you're in places other than your home (e.g., work, school, etc.).
3. How will you communicate with your personal support network?
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
**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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
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<tbody>
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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):

<table>
<thead>
<tr>
<th>Location</th>
<th>Contact Name/Title</th>
<th>Phone Number</th>
<th>Cell Phone/ Pager</th>
<th>Address</th>
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Last Updated: Date: Signature
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.

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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):

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Last Updated: Date: Signature: 
Name of Facility
STAFF CALL LIST TEMPLATE

Name, Title and Contact Information

Name, Title and Contact Information

Name, Title and Contact Information

Name, Title and Contact Information

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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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