


CHAPTER Facilities	CHAPTER 08	SECTION 003	SUBJECT 25
SECTION Safety		DESCRIPTION Emergency Preparedness and Response Plan	
WRITTEN BY Michael K. Vizena, M.B.A. Executive Director	REVISED BY Lisa Ruddy, MPH Health & Safety Officer	AUTHORIZED BY  Lauren Emmons, ACSW CEO	

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) follows state and federal guidelines for emergency preparedness and complies with the standards of the Commission on Accreditation of Rehabilitation Facilities (CARF).

STANDARDS:

- A. The Emergency Preparedness and Response Plan encompasses many areas for safety plans. The procedures in the Emergency Preparedness and Response Plan outline steps to ensure optimal safety in the situation described.
- 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.

PROCEDURES:

- A. Emergency preparedness is under the scope of the Health and Safety Committee.

CHAPTER Facilities	CHAPTER 08	SECTION 003	SUBJECT 25
SECTION Safety		DESCRIPTION Emergency Preparedness Plan	

- B. A complete, detailed Emergency Preparedness and Response Plan is maintained by the Health and Safety Officer and the Health and Safety Committee. The plan outlines each type of hazard and the steps to be followed by staff. The plan is provided to all new staff in the orientation packet and posted on the shared network in the templates folder.
- C. The Emergency Preparedness and Response Plan is reviewed and evaluated annually by Health and Safety Committee in an effort to identify needed revisions and/or problems areas. Recommended improvements are included and presented to the Health and Safety Officer.
- 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

LR