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|  | | TITLE | |
| | | Blizzard/ Weather Emergency | |
| | | Approved by: Best Practice Committee | |
| EFFECTIVE DATE | 2/2023 | MODULE | Management of Environment of Care Emergency Preparedness |
| REVIEW CYCLE | August | JCAHO STANDARD | |
| REVISION DATE | | SEQUENCE NUMBER | 8.2.13.3 |

STANDARD:

Blizzard - a severe snowstorm with high winds and low visibility.

POLICY:

All emergency and safety procedures will be followed in the event of a blizzard or other weather-related occurrence. The facility staff in conjunction with corporate support will provide/arrange dispatch, staff transportation services and onsite assistance as needed/practicable. State, county and/or local emergency services will be contacted for assistance as indicated.

PROCEDURE:

- 1. Dispatchers**
 - a. Facility staff in conjunction with corporate administrative assistants/designees will serve as central dispatchers. The dispatchers will assign team members to facilities prior to weather event and communicate to all.
 - b. Dispatch will text drivers the phone number including area code and provide complete address.

- 2. Incident Commander (IC)**
 - a. The Incident Commander (IC) is responsible for all aspects of the response, including developing incident objectives and managing all incident operations.
 - b. If the storm requires the incident command center to be activated, the incident commander:
 - Assesses the situation
 - Establish immediate priorities especially related to the safety of residents, emergency responders and any other individuals affected by the incident in question; such as staff assignments, shifts and schedules.
 - c. The incident commander continues until relieved or the situation has been stabilized

3. Emergency Staffing

- a. Essential staff who arrive early to ensure they are on site when needed will be compensated at time and half.
- b. Compensation associated with delaying the release of a staff member at the end of their shift to keep them on site will be provided at time and a half.
- c. Paying for sleep time will be provided at straight time pay.
- d. Staff member incentive will be provided for those who work for the duration by a flat rate per day in addition to pre-determined compensation or prorated Storm Coverage holiday hours.
- e. Transportation to/from the facility will be provided as able. Snow mobile transportation may be utilized if available in the area of the storm.
- f. Cots, sleeping arrangements and showering space for staff will be established by facility Administrator/designee.
- g. Toiletry/hygiene items will be provided to staff as needed.
- h. Charging stations and extra phone chargers will be provided so that staff can keep in touch with their families during the storm.
- i. As able, child care will be arranged during work hours if needed for staff members with young/school age children.

4. Parking Lot Safety

- a. The facility staff in conjunction with corporate environmental services team/designee will provide plow service communication and coordination. They will ensure there is a clear path in/out of parking lots and the facility.
- b. Plowing and snow removal of the lots will not be a priority at the height of the storm.

5. Food Supply

- a. Simple staff meals will be planned and provided as needed. Disposable eating supplies may be used.
- b. An emergency supply of pre-portioned fruits, juices etc. will be on hand so that in the event of blizzard, time is not spent portioning foods.

6. DOH Notification

- a. The Department of Health will be notified of any loss of essential services and/or emergency conditions as indicated.