

Leamington Mennonite Home
Long Term Care

**EMERGENCY MANAGEMENT
POLICY AND PROCEDURE**

CATEGORY: General	SUBJECT: Emergency Recovery	SECTION: A POLICY: 7
DATE: June 27, 2022	Administrator's Signature: 	

EMERGENCY RECOVERY

POLICY:

Recovery strategies will be put in place at the Home to ensure a smooth return to normal operations post-Emergency. The Administrator is responsible for the official declaration of an Emergency ending at the Home in consultation with the Director of Nursing & Personal Care and other ERT members.

PROCEDURE:

The Administrator or designate will:

1. Ensure recovery plan is in place as part of overall emergency response, including contact information (as required) for:
 - a. Insurance
 - b. Local contractors and disaster clean-up specialists who can be available on short notice
2. Ensure the plan includes detailed communication strategy post-emergency to follow up with and debrief residents, substitute-decision makers, staff, volunteers, and students.
3. Ensure the plan outlines how the Home will support residents, staff, and others who may have been impacted by the emergency and are experiencing distress.
4. Consider recovery in all aspects of planning, education, training, and exercises.
5. Consider recovery when developing standard operating procedures and integrate into the Home's Emergency Response framework, including strategies for both physical plant and counselling assistance for staff/residents as required.
6. Involve the Joint Health & Safety Committee in development of recovery strategies.
7. Evaluate and update (as required) the Home's Emergency Management Plan within 30 days of an emergency being declared over, after each instance that an emergency plan is activated.