


Leamington Mennonite Home
Long Term Care

**EMERGENCY MANAGEMENT
POLICY AND PROCEDURE**

CATEGORY: Code Green – Emergency Evacuation	SUBJECT: Emergency Evacuation	SECTION: E POLICY: 1
DATE: June 27, 2022	Administrator's Signature: 	

EMERGENCY EVACUATION

POLICY:

The Home will activate the Code Green Evacuation Plan upon direction from Emergency Services or the Director of Nursing & Personal Care.

PROCEDURE:

The Administrator or designate will:

- 1) Ensure evacuation supplies are inspected regularly for functionality, expired dates, and restocking as needed (NOTE: Part of JHSC Inspection).
- 2) Ensure emergency/evacuation supplies are kept in an accessible, secure location(s) that all staff are aware of and can easily access.

The Director of Nursing & Personal Care or designate will:

- 1) Activate the Evacuation Plan as required to respond to the emergency.
- 2) Announce Code Green, including identification of the area affected.
- 3) Complete the Incident Manager Evacuation Checklist during the evacuation process.

All staff will:

- 1) Upon hearing Code Green announced, follow procedures related to the type of evacuation.
- 2) Take direction from the Director of Nursing & Personal Care.