

 Office of Mental Health <hr/> Official Policy Manual	Date issued 08/25/23	Supersedes 04/01/07	Page 1 of 1	Section # A-3037
	Section: Administration			
	Directive: Emergency Management			
	Policy Owner: Director, Administrative Support Services Group			

Emergency Management

An emergency is an unexpected event that significantly disrupts the facilities ability to provide care or a safe environment and may result in an increased demand for services. Emergencies can be human made or can be naturally occurring events. Life safety is always the number one concern in handling any emergency. Emergency actions may be necessary to maintain the operation of the facility and the safety of the patients, visitors and those who work in the organization.

Regardless of the cause of an emergency, the facility will respond effectively by managing the following critical areas of emergency management: Communications, Resources and Assets, Safety and Security, Staff Responsibilities, Utilities, and Patient Clinical and Support Activities. This planning process allows the facility to assess staff needs, prepare staff for emergencies that they may be expected to respond to and ensure a safe environment of care.

The facility maintains a Comprehensive Emergency Management Plan (CEMP) which details the facility's approach to the full emergency management cycle of planning, response, recovery, and mitigation. The roles of the Safety Department for each of these functions is detailed in the CEMP.

Incident command is an integral part of emergency management and will be utilized during emergency situations. Safety Officers may be called on to fill various functional roles within the command system.