

Emergency Planning Policy

- 1 It is the policy of this facility to protect our residents, staff, and others in our facility from harm during emergency events. To accomplish this, we have developed procedures for specific hazards, which build upon the strategies in our *Continuity of Options Plan*. The priority is to minimize the stresses our residents may experience from exposure to extreme temperatures, in re to weather events. To mitigate this risk, we rigorously maintain our heating systems and air conditioning units, where applicable. In the event of a disruption to these systems during extreme weather we will initiate the following actions:

Note: Due to the mild climate on the Central Coast of California, not all homes have air conditioning units.

INITIAL RESPONSE: See Cold and Hot Weather Protocols

- 2 During times of extreme weather (over 100 degrees or under 29 degrees) OPTIONS CEO or designee will monitor and obtain updates on weather conditions and assess the conditions in each home
 - 2.1 The CEO or designee will assign staff to regularly check internal temperatures in resident areas.
 - 2.1.1 If the extreme weather reaches 100 degrees or falls below 29 degrees the hot weather and cold weather protocols will be followed
 - 2.1.2 If the extreme weather exceeds 100 degrees for 4 hours or below 29 degrees for 8 hours persons served will be re-located to an alternative OPTIONS site that is not directly impacted by the weather event. See evacuation/transportation policy #400.4.
 - 2.1.3 If an evacuation order is issued, staff, residents, and families/representatives will be apprised of the situation and provided updates as needed or available
 - 2.2 The CEO or designee will monitor the situation in coordination with local response authorities and will communicate with local emergency management, TCRC OD and CDPH regarding any critical issues and resource requests.
 - 2.2.1 In the event of the loss of electricity the CEO or designee will contact the utility company to determine the restoration of power and/or vendors for needed equipment such as heaters or coolers. If the electricity is out for more than four hours the fire watch policy #400.1 will be implemented.

Emergency Planning Policy

2.2.2 The CEO or designee will obtain additional equipment such as portable coolers for use during emergency.

- 3 During the duration of the extreme weather event, staff will assess the persons served frequently for comfort and any change of condition.
- 4 Staff will identify any person served whose condition may be fragile and require transfer and inform the CEO or designee
- 5 Ensure continuation of resident care and essential services.
- 6 Distribute appropriate comfort equipment throughout the home (e.g., portable fans and blankets), as needed.
- 7 Provide increase hydration and implement cooling or warming measures as indicated.
- 8 If unable to maintain safe temperatures in all resident areas, gather the persons served into room where temperatures may be maintained within an acceptable range.

RECOVERY: When the extreme weather passes, the CEO, Program Director or designee in conjunction with OPTIONS Maintenance contractor will assess any damage to the facility infrastructure, including the ability to sustain operations. Repairs will be completed in order to restore daily activities.
- 9 Residents, families/representative, local response authorities, TCRC and CDPH will be notified of the return to normal operations
- 10 Staff will continue to assess residents for adverse impacts from the incident and will report any change in condition for the RN to assess
- 11 The CEO will work with OPTIONS Administrative Team to work with insurance, funding agencies, local, state, and federal emergency management to begin reimbursement procedures for resident billing and cost expenditures related to the event.

Adopted: January 2018
Revised: October 2018
Reviewed: November 2019
Reviewed: February 2021