



In the event of a large-scale community incident the home will be instructed by emergency response team in regards to the hazard and directions as part of the community plan which may result in a code that requires response such as evacuation, loss of utilities, shut-down air hazard. The home may be notified of smaller scale potential emergency that may require the home to prepare such as property flooding, intermittent losses of power, etc.

The Administrator/Designate will direct that staff, residents, and visitors be informed of the event via the public address system or word of mouth that the Emergency Response Plan is in effect, by announcing

**“Attention all staff, Code Orange, report to • specify the location”**

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- The Administrator/Designate will authorize the termination of the declaration of disaster according to protocol.

**“Attention all staff, Code Orange has ended; All Clear”**

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### **Community Threat (Explosion, Fire, Spill, Etc.)**

In the event the property is in proximity to a community disaster, proceed as directed by community emergency management services (EMS). The process would be a Code Orange assessment and the decision to call the appropriate code and set up a control station.

This may require evacuation for safety, example: environmental air contamination or as a result of the loss of all utilities.

If the event is during non-conventional hours:

- Immediately the R.N on-duty must contact the Administrator or designated on-call manager for direction OR to relay direction provided from EMS
- Proceed with all instructions provided from EMS as required use the resources within the manual for your reference – example: lock down of air units or transportation for evacuation.

You may be required to turn off power, water, and gas, etc. in and on the property either at the onset of an evacuation or at the conclusion of an evacuation. Lock the building on final departure if full evacuation is required.

Debriefing – Follow the conclusion of the situation, all staff shall be debriefed

- How the situation was handled
- What worked well and did not work well
- Any change for future situations

This debriefing session shall be documented, refer any person involved to social support services who are experiencing distress due to the incident.

The documentation shall include:

- Details of the incident
- CIS report to the MOLTC as applicable
- Notify MOL if any employee sustains injury

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