

Tab 2 – ERP

Natural Disaster and Extreme Weather Events

Manual:	Emergency Response and Preparedness Manual
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Reviewed By:	Chief Executive Officer Director of Care Environmental Services Manager
Approved By:	Director of Quality Improvement

Policy

Emergency Response Codes

Procedure

- Natural Disaster and Extreme Weather alerts are called when there is an imminent extreme weather watch that puts the home and people within it at risk of harm.
- **The Charge Registered Nurse (RN) is the Incident Manager.**
 - During business hours, the role of Incident Manager **CAN be delegated** to a manager.

Prevent/Prepare

All staff will:

- Monitor for local extreme weather alerts or advisories to ensure timely communication with residents and staff.

Respond

- The leadership group will consult and determine the extreme weather watch warrants an announcement.
NOTE: All Wireless Emergency Alert (WEA) received on cellphones must be announced.
- When a natural disaster or extreme weather watch occurs, it will be brought to the attention of the Charge RN, who will determine whether or not to delegate the Incident Manager role.
- **The Incident Manager will announce “Extreme Weather Warning – Weather Issue” three times at the annunciator panel.**
EXAMPLE: “Extreme Weather Warning – Tornado Watch, Extreme Weather Warning – Tornado Watch, Extreme Weather Warning – Tornado Watch”
- All non-nursing staff must report to the Command Centre (café), as well as one personal support worker (PSW) runner from each neighbourhood, and follow the instructions of the Incident Manager.
- The Incident Manager will use their designated Natural Disasters and Extreme Weather Job Action Checklists when responding to any natural disaster or extreme weather event such as a winter storm, tornado, flood, forest fire, earthquake or hot weather advisory.
- All staff must follow the instructions of the Incident Manager.
- All staff will refer to the Natural Disasters and Extreme Weather Events Information to understand what to do during a Tornado or Earthquake.

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- Refer to policy/procedure, *Preventing Heat-Related Illnesses* (RC-08-01-04) when managing heat-related events.
- Refer to policy/procedure, *Preventing Cold-Related Illnesses* (RC-08-01-03) when managing cold-related events.

NOTE: A Natural Disaster and Extreme Weather Event can lead to a Code Red or Code Green. If this occurs, follow the Code Red or Code Green procedures and checklists.

Recover

- After the extreme weather event has passed or is no longer a risk the Incident Manager announces all clear using the annunciator panel.
- A debrief with as many staff as possible should be conducted as soon as possible once the Natural Disaster and Extreme Weather event is declared over.

Tools

- Natural Disasters and Extreme Weather – Incident Manager Job Action Checklist
- Natural Disasters and Extreme Weather – Executive Director/ Designate Job Action Checklist
- Natural Disasters and Extreme Weather – Events Information Sheet
- Natural Disasters and Extreme Weather Code Poster