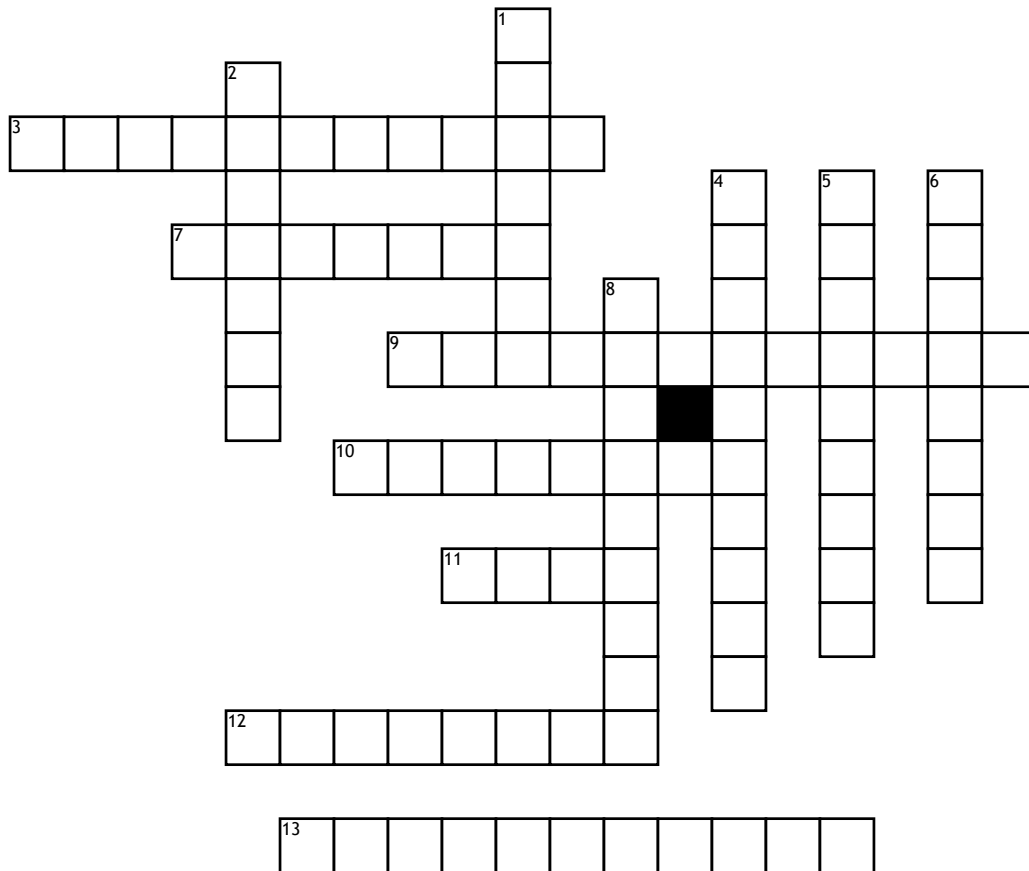


Name: _____ Date: _____

Reporting Procedures and Evacuation Site



Across

3. Following procedure is to be by staff during all previously mentioned emergency situations
 7. relatives/guardians of consumers, if appropriate
 9. Help make for temporary shelter, if necessary
 10. The Executive Director must be for approval, assistance, and coordination of the evacuation

11. Manager or on call supervisor use the Emergency Notification Protocol

12. Record any consumer on the Incident Report Form

13. Staff on duty will assure consumers have all medical records when transporting

Down

1. Staff will notify the temporary that the consumers are being brought there

2. All staff prepare on the emergency and distribute a copy to responsible DHHS

4. The consumers and staff will be evacuation and a census taken

5. Staff members to work will work their hours at the temporary facility

6. Facility will be reopen only after proper services have been repaired

8. Review the to determine whether it was handled in the most beneficial manner

Word Bank

Arrangements	Home	Incidents	Injuries	notified
Attendance	medications	Implemented	shelter	restored
Reports	contact	scheduled		