

# The Pines

## Evacuation, Disaster, and Relocation Plan

1. In the event of a natural or other disaster where the home is rendered or considered unsafe for habitation, the staff of The Pines will implement the following procedures.
  - a. If time permits a few belongings and the medications of each resident will be gathered together.
  - b. The residents will each be notified that a temporary removal from the home is necessary.
  - c. If time permits the person listed in the admission paperwork as the one to contact in an emergency will be contacted to come and pick up the resident.
  - d. If time does not permit, all residents, their medications, and their records will be removed from the home and taken to a designated location until the disaster is considered past and the home declared safe for habitation.
2. There are two designated Locations for the relocations of the residents of The Pines. One is the Residence Inn, Continental Boulevard, Flagstaff, AZ. The other is The Peaks Assisted Living Facility/Long Term-Care.
3. In the event the entire town of Flagstaff needs evacuation, any resident whose family cannot come get them, will be transported by the staff of The Pines to Camp Verde AZ, to Cliff Castle Casino.

The following lists are the most common problems that may arise and could cause an evacuation of the residents. Also included are problems that may not require evacuation, but you might need to do a few things to ensure the safety and comfort of the residents.

### **INDOOR FIRE**

#### Procedure:

1. In case of a fire that cannot be put out in 20-30 seconds with a fire extinguisher, the home must be evacuated, Direct the residents to meet at the mailbox, unless it is necessary to exit the rear of the house. Then we will meet at the designated platform up the hill.
2. Evacuation of the least ambulatory residents will begin as the more mobile residents are asked to start outside the house,
3. Contact emergency services (911) as soon as safely possible with the mobile house phone.
4. In each resident's room, an evacuation plan is hanging on the wall near the door clearly visible.
5. Account for all residents.
6. Call the The Pines management.
7. Regular fire drills will be conducted.

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## Evacuation, Disaster, and Relocation Plan (Continued)

### **SNOWED IN**

Procedure:

We have a snow plow service on call that will provide service by the end of the day. If it is an emergency, notify the supervisor and they will contact the plow driver immediately. Remember the heavier the snow, the busier they are.

### **FOREST FIRE**

Procedure:

If an evacuation of the community is needed, chances are your supervisors will already be in contact with you. After notifying the families, we will then proceed to relocate the residents to a local hotel or in extreme circumstances move everyone to Cliff Castle Casino, located in Camp Verde.

### **POWER OUTAGES**

Procedures:

There are numerous flashlights and night lights located in all homes. Residents on oxygen should be placed on portable oxygen tanks.

### **NO WATER**

Procedures:

We will always have a week supply of water located on the premises.

I have read and understand the policy on evacuation, disaster and relocation plan on both pages. I have also been shown all fire exits as well as the designated meeting area.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_