

LOGO

Emergency Plan

When program is closed temporarily, all patients shall be informed of temporary closing both verbally and in writing as soon as possible. This notification shall include information about length of closure, manner of communication during closure and manner of providing medication on a temporary basis.

Access to information is available 24 hours a day through on-call arrangements provided to patients.

Names and contact information for those who should be contacted in an emergency shall be posted on site in both facility offices and waiting areas.

A disaster plan that establishes emergency evacuation procedures, fire drills and maintenance of fire extinguishers is available on site.

All staff is trained to handle physical or verbal threats, acts of violence, inappropriate behavior or other escalating potentially dangerous situations with an emphasis on when security should be informed.

The attached adverse event form shall be completed if such an event occurs and shall be forwarded to the:

Office of Health Facilities Licensure and Certification:

Attention: OBMAT PROGRAM

408 Leon Sullivan Way Charleston, WV 25301

P: 304 558-0050 .F: 304 558-2515