

CORRECTIONAL MANAGED HEALTH CARE POLICY MANUAL	Effective Date: 07/15	NUMBER: A-07.1 Page 1 of 2
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	Formulated: 6/85 Reviewed: 04/16	
EMERGENCY PLANS AND DRILLS		

PURPOSE: To ensure that all health care personnel are trained to respond to health aspects of emergency situations and to evaluate the extent of their preparedness.

POLICY:

- I. Each TDCJ facility's medical department will prepare an emergency plan, coordinated with the facility's security plan that defines its responsibility in the event of a man-made, natural, internal and/or external disaster which is approved by the health authority/management team and the prison administrator. This emergency plan must be incorporated into the institution's overall emergency plan and made known to all personnel. The plan must be drilled at least annually with health staff from all shifts. Security representatives should participate with health services staff in planning these drills. It is recommended that the facility's overall emergency plan also be drilled at least annually.

- II. The plan will contain, but not be limited to, the following:
 - A. For Health Care Staff
 1. The triaging process.
 2. Outline of where care will be provided.
 3. Procedures and telephone numbers for calling health care personnel, ambulance and hospital.
 4. Evacuation of offenders from the facility.
 5. Specific roles of health care personnel.
 6. Emergency plan and back-up plan.
 7. Storage areas containing disaster supplies.
 8. Fire exits, fire extinguishers, location of exit keys.
 9. Management of offenders exposed to hazardous material.
 10. Location and use of all emergency supplies, first aid kits and equipment.

 - B. For Non-Health Care Staff
 1. Initiate appropriate response.
 2. Notify medical department of emergency with brief description of incident, location, and the number of offenders/employees involved.
 3. Notify supervisor of incident.
 4. Evacuation of offenders from the facility.
 5. Storage areas containing disaster supplies.
 6. Fire exits, fire extinguishers, location of exit keys.
 7. Management of offenders exposed to hazardous material.
 8. Location and use of all emergency supplies, first aid kits and equipment.

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- III. A written report/critique will be reviewed by the Facility Quality Management Team, discussed with all health staff, and provide recommendations to be acted upon. The written report/critique is kept on file for three years in the medical department as to the appropriateness of drill/exercise.

- IV. Review of the health services aspects of the emergency plan shall be part of the initial orientation for all health services staff and is part of ongoing training.

Reference: ACA Standard 4-4388 Mandatory