



Emergency Preparedness

Overview

Participants will learn the fundamentals of Emergency Preparedness in relation to their work and current events. They will learn best practices on how to develop a plan, how to prepare and train for emergencies and the hazards to be aware of when an emergency occurs. Learners will walk away with a better understanding of how to develop and implement an Emergency Plan. This course is eligible for 3 CEU credit hours.

Learning Objectives

- Psychological and stress response to emergencies
- Planning
- Training and Drills
- Assessment and Prevention

Course Agenda

- What is an emergency?
- Are you prepared?
- Emergency Preparedness and Americans with Disabilities Act (ADA)
 - Planning Assumptions
 - Non-discrimination Principles of the Law
 - Self-Determination
 - No “One Size Fits All”
 - Equal Opportunity
 - Inclusion
 - Integration
 - Physical Access
 - Equal Access
 - Effective Communication
 - Program Modifications
 - No Charge
 - Considerations for people with disabilities
- Four Aspects of Emergency Preparedness
- Psychological and Stress Response

- Reducing Stress Response
- Empowering Employees
- Planning
 - Four Steps to Create an Emergency Plan
 - Brainstorm a list of all the possible emergencies
 - Ask two questions
 - Assess your ability to respond
 - Create a plan
- Three categories of emergencies
 - Scenario #1
 - Scenario #2
 - Scenario #3
- Planning checklist
- Assessment and Prevention
 - Assess your facility
 - Operations
- Roles and Responsibilities of the Recovery Manager and Staff
 - Recovery Issues
 - Manager's Role
 - Staff's Role
 - Management and Staff Tasks
- Training and Drills
- Laws and Resources