

Section: Emergency Planning	Subsection: Evacuation/Relocation Code Green	Policy Number: EPP-1089
Subject: Dietary Emergency Evacuation Plan		Effective Date: June 2022, Nov 2015
Standard:	Authority: CEO	Supercedes: Apr 2009, Apr 2013
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Policy

The Dietary Services Evacuation Plan shall clearly outline the roles and responsibilities of the Dietary Staff and the procedures to be taken in the event of Evacuation from the Home.

The purpose of the Evacuation Plan is to ensure that all Dietary Staff are knowledgeable of Evacuation Procedures.

PROCEDURE:

1. The Dietary Manager/delegate is to evaluate the actions to be taken during the Precautionary or Crisis Evacuation and co-ordinate the requirements of the evacuation.
2. In the event of a Precautionary Evacuation, Dietary Services will be responsible to assist in the evacuation of residents as required.
3. Depending on time limitations of Evacuation and requirements of relocation facility, the Dietary Services may be required to transport portable equipment and adequate food supplies to the relocation facility.
4. Dietary Staff will be relocated with evacuation of residents and will be required to assist in the provision of nourishment and care as required.
5. Additional staffing requirements will be subject to Emergency Call Back EPP 1007 procedures as directed by CEO/Administrator or delegate.
6. In the event of a Crisis Evacuation, Dietary Services will be responsible for assisting in the immediate evacuation of Residents from the Home.

Authorized Signing Authority

Date

Subject: Food Costs Control Focus Audit FORM	Policy Number: DIET-1060a QI-5312a	Page 2 of 2
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