



Date: April 23, 2024
From: Blake W. Stahl, Executive Director
CC: Board of Directors
Re: Parents, Guardians and Family Members Emergency and Disaster Plan Notice

Apostolic Christian LifePoints is required to have a comprehensive emergency response plan. Residents, families and staff are welcome to ask for information or to review the plan. Requests may be made to the Executive Director.

Key elements included in the plan include:

- Policy
- Plan
- Assessment of hazards
- Plan for hazards
- Resident protection and relocation plan
 - If possible residents will be sheltered in the facility
 - An assessment of the safety of the building will occur before any further decisions regarding relocation are made
 - If a building is unsafe residents may be evacuated to other ACLP facilities, the church fellowship hall or the church.
- Communication (see *Communication during Emergencies or Disasters* below)
- Assessment and securing of facilities - All affected buildings will be assessed for safety and security
- Plans for supplies - ACLP maintains emergency agreements with all major resource suppliers
- Plans for staffing - Staffing contingencies are in place
- Drills - A variety of drills are completed annually to assure agency and staff are preparedness

Communication during Emergencies or Disasters

- Apostolic Christian LifePoints understands and respects that even though family members place a family member in the custody of LifePoints, the family still remains very engaged and concerned about the welfare of that person.
- LifePoints will do everything possible to notify concerned persons during an emergency. We understand and acknowledge this is a legitimate concern of parents and guardians.
- Please remember that in an emergency there is a high likelihood that:
 - phone services will be disrupted creating additional communication challenges.
 - ACLP staff will be occupied with the immediate care needs and engaged in providing for and responding to imminent emergency services.

- ACLP commits to call guardians as quickly as possible. Only the primary guardian will be called. Anyone other than primary guardians should call the primary guardian rather than ACLP for information.
- Additionally ACLP asks family members to seek information from the following sources:
 - **Radio & Television:** ACLP will engage local radio (WMBD & WBNH) and television (local networks) media to share messages regarding the emergency and the safety of people involved.
 - **ACLP Website:** As quickly as possible, ACLP will post information to our website, Facebook and Instagram. Our website contains a tab labeled ***Emergency Communication***.
- In the event of an emergency, please do not attempt to come to the facility unless notified that it is safe. It is important that emergency vehicles and personnel be able to come and go freely and safely. Coming to the facility may impede emergency personnel from their ability to accomplish their duties.