



Rancho Los Amigos National Rehabilitation Center

Communication Disorders Department Policy and Procedure

SUBJECT: DISASTER EMERGENCIES

Policy No.: 226
Supersedes: January 1985
Revision Date: February 2022
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Purpose:

To outline the response to disaster emergencies.

POLICY:

The Communication Disorders Department complies with the Rehabilitation Center's policy on disaster emergencies.

PROCEDURES:

1. The Rancho Los Amigos National Rehabilitation Center disaster plan will be followed.
2. In the event of a disaster which occurs either outside of normal working hours or during a period of reduced staffing (i.e. holiday, Saturday treatment, etc.), the Departmental phone triage shall be implemented.
3. The phone triage shall be updated as needed (i.e., as employees begin or terminate employment or when employee(s) relocate).
4. It is the responsibility of the employee to notify the Departmental secretary of any changes in address or telephone status.

See also: Rancho Los Amigos National Rehabilitation Center, Administrative Policy and Procedure No: A403

EFFECTIVE DATE: January 1985

COUNTY OF LOS ANGELES • DEPARTMENT SERVICES

REVIEWED: February 2022

Signature(s) on File.