



ADMINISTRATIVE POLICY AND PROCEDURE

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Subject: DISASTER PLANNING AND OPERATIONS

Policy No.: A403

Supersedes: April 7, 2021

Review Date: April 17, 2024

Origin Date: January 1, 1982

Revision Date:

PURPOSE:

To assure sufficient planning and the provision of Rancho Los Amigos National Rehabilitation Center resources for emergency medical and health response to natural and man-made disasters.

POLICY:

Medical Center Administration will provide for disaster response planning and the coordination of medical and health activities through the County Emergency Operations Center and the Department of Health Services Emergency Medical Services Agency.

When a disaster occurs and employees are at their workstations, they should remain there for accountability and assignments. Employees away from workstations (in another building or area) should report to the nearest Disaster Reporting Area/Building Emergency Coordinator for accountability and assignments. Employees should use their best judgment regarding emergency issues as they occur. Employees who are not on duty should report for duty on their regular shifts or immediately if the nature of the situation in their judgment warrants an immediate presence on the job.

Refer to the Rancho Los Amigos National Rehabilitation Center Disaster Manual for more detailed guidelines.

Revised: 1/16, 4/21

Reviewed: 1/16, 4/21, 4/24

Approved By: