



# Rancho Los Amigos National Rehabilitation Center

## DEPARTMENT OF DENTISTRY POLICY AND PROCEDURE

---

**SUBJECT: Disaster**

**Policy No.: 4.2**  
**Supersedes:**  
**Revision Date: 11/30/09**  
**Page: 1 of 1**

---

### **POLICY:**

The personnel assigned to the Department of Dentistry shall follow the disaster policies and procedures as outlined in the Rancho Los Amigos National Rehabilitation Center Disaster Manual.

### **PROCEDURE:**

Dental personnel shall have disaster training upon orientation and periodically thereafter. Dental personnel have responsibilities listed below should a disaster be declared:

1. The Department Chairman or his designate:
  - a. report to medical center command post.
  - b. proceed to the Dental Clinic to set up department command post.
  - c. prepare status report to including the number of personnel available, and their respective functions.
  - d. call Emergency Manpower Pool (7527) with employee status report.
  - e. assist where directed to ensure that employees understand and carry out their roles.
2. All employees are instructed to come in, *not call in*, in case of a major disaster.
3. A dental staff member shall be assigned to answer the telephone and inform relatives of any dental personnel of their status.

---

EFFECTIVE DATE: 08/2002

COUNTY OF LOS ANGELES • DEPARTMENT OF HEALTH SERVICES

APPROVED BY: Terrie DeBord, DDS

Signature(s) on File.