

11. Inclement Weather Tornado Response Plan

Environment of Care Safety Manual

Title:	Inclement Weather Response Plan for Tornadoes		
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Chief of Special Police Chair Security Program		Director, Plant Operations Chair, Utilities Program	
Director of Emergency Response, Safety Management and Special Police Chair Emergency Management Program Chair, Environment of Care Council			

I. POLICY

- A. Definitions:
 - 1. Tornado Watch: Weather conditions are favorable for tornadoes to develop.
 - 2. Tornado Warning: A tornado has actually been sighted.
- B. Department Safe Sites
 - 1. Department leadership needs to pre-identify the location for safe refuge for their department employees in the event of a tornado. This safe refuge is indicated in the Department's Safety Plan.
 - a) The ideal area is a center hall, a bathroom or a closet on the lowest floor. It needs to be in an area without glass, doors and away from outside building walls.
 - b) Those in mobile home structures or in vehicles:
 - (1) Identify a safe structure and plan to quickly evacuate to that safe structure in the event of a tornado warning.
 - 2. Tornado drills are recommended for departments.
- C. Weather Alert radios are located in Safety Services on _____ t and at Hospital. It is recommended that the organization's off sites also maintain the Weather Alert radios. The weather is also monitored by Special Police Services Dispatch Center, which is staffed on a continuous basis.
- D. The Tornado Response Plan will be initiated when the Tornado Watch has been issued for the region.

- E. If there is a tornado that touches down and causes damage to the Medical Center and/or to the community, the Emergency Operations Command Center will be established to provide oversight to the storm related activities.
1. Departments need to be alert for the potential of additional emergency response plans, e.g. mass casualty (Code Aster), utilities disruptions.
- F. Emergency Management Emergency Operations Center will be considered the primary external resource in the event the tornado touches down and causes damage to life and/or property.

II. PROCEDURE

A. Tornado Watch:

1. Special Police:
 - a) Monitors weather reports at their base station. When a tornado watch is issued:
 - (1) Notifies Safety Services staff member on call (call the Safety Line at _____ or on pager _____)
2. The Safety Officer then notifies:
 - a) Public Affairs with the request to initiate a "red envelope" email alert to all network addresses.
 - (1) When non-business hours, the Administrative Supervisor is to initiate the e-mail.
 - b) Notifies the Telecommunications Operator on _____ and at _____ campus, requesting the Operators to announce the watch on the overhead paging system. The message is: "We are under a tornado watch" and it is to be announced six times.
 - c) If it is business hours and the department is in operation, requests the Telecommunication Operators to notify the off site facilities supervisor on duty.
 - d) The Safety Officer is to continuously monitor the weather until the watch is discontinued.
3. All departments when hearing the Tornado Watch status:
 - (1) The department supervisors:
 - (a) Notifies on duty staff of Tornado Watch.
 - (b) Reviews the safe refuge location for the department.
 - (i) If located in a mobile home type facility, evacuate the facility and go to a safe structure.
 - (c) Listens to the local radio and TV stations for updated storm information.
 - (d) Stays alert to the weather conditions. Blowing debris or the sound of a tornado alerts individuals of the approach (tornadoes are described as producing the sound of a high-speed freight train).
4. Facilities Services confirms the readiness of emergency power.
5. Emergency Department confirms mass casualty supplies and equipment are readily available.

B. Tornado Warning

1. When a tornado Warning is given, the Safety Officer or designee notifies the Telecommunications Operators to make the announcement "We are under a Tornado Warning. All persons need to go to a safe area". This announcement is made six times. The Operators notify all off sites, which are open for business at the time of the warning.
2. Nurses carrying for bedridden patients: