

## Emergency Management Annual Service Plan

### Description

The Emergency Management Program includes:

- Assessment of Hazards - Hazard Identification Risk Assessment (HIRA) – A HIRA is conducted annually for community hazards and internal hazards for the health unit. The top ten external hazards inform where response resources need to be allocated in an emergency situation.
- Health Unit Emergency Response Plan – The plan is based on the Incident Management System (IMS) and outlines the roles of public health staff. The plan is supported by appendices with specific incident action plans for each of the hazards identified through the HIRA. Resources to support each type of emergency are located in these appendices.
- Business Continuity Plan – The plan identifies time critical services and how the health unit would resume these services in case of an incident resulting in business disruption. The plan is tested and reviewed annually and revised as needed.
- Education and Training – Management and key staff have been trained in the IMS system. Annual training on the plan and IMS, as well as other components of emergency preparedness and response, is provided to all staff and board members. The health unit participates in mock exercises internally and externally with partners. The website has emergency preparedness and recovery information specific to each hazard identified in the HIRA, and media messages regarding occurring emergencies and preparedness messages are sent throughout the year.
- Application of IMS Structure to surge situations and response with community partners - IMS has helped manage human resources to help support incidents.
- Liaison with municipalities and participation on their exercises and events - A Health Unit member attends each municipality's emergency response exercise. We are also a member of their IMS table in response to an actual emergency.
- On call 24/7 – One of the Management Team takes first call and the Medical Officer of Health is always available to back up these individuals with an After Hours Response Manual with reporting forms. All afterhours calls are documented and followed up immediately the next morning or Monday morning.

### Objectives

To ensure a timely and effective mobilization of health unit staff and resources to protect the health and safety of our citizens during a public health emergency or an emergency with public health impacts.

### **Key Partners/Stakeholders**

- Municipalities
- Counties
- Emergency Management Ontario
- PHO
- Government Ministries and Agencies including: MOHLTC, MOECC, MOL, OMAFRA, CFIA, Health Canada
- Communications
- Media
- First responders
- LHINs
- Hospitals
- Health Care Providers
- Public Health Staff
- General Public
- Vulnerable populations

### **Indicators of Success**

- # of emergencies/incidents responded to
- # of tabletop exercises attended
- # of media re public preparedness/recovery information
- # of emergency specific plans in appendices
- # of presentations
- # of meetings with partners re emergency preparedness
- # of training sessions

### **Description of Related Programs**

There is a 24/7 component to many of the standards including:

- Food Safety
- Healthy Environments
- Infectious and Communicable Diseases Prevention and Control
- Safe Water

This component ensures a prompt assessment and response to reports that may identify a developing public health situation, where a timely intervention may reduce exposure to hazards that result in morbidity or mortality.