



Office Emergency Plan:

- ISCH Policy
- Fire
- Severe Weather (Floods, Earthquake, etc.)
- Natural Disaster/Industrial Disaster (Chemical Spills, Gas Leaks, etc.)
- Emergency/Disaster Plan (3 Phases: Code Yellow, Code Red, Code Green)

Emergency/Disaster Preparedness (Code Yellow – Text **222**) All staff will be text with the digits of **222** to indicate Emergency Disaster Planning has begun; staff should at the time phone the office to report their whereabouts and availability. When a code yellow is discontinued we will send out a text of (**000**)

Full Emergency and Disaster Plan in effect (Code Red – Text **911**)

Patient Codes:

- **Code 1** – Highest Priority Patient. Potentially life threatening. 0-24 hrs.
- **Code 2** – High Priority Patients. Could be postponed 24-48 hrs.
- **Code 3** – Could be postponed 48-72 hours if needed.

I have read and understand the Office Emergency Plan.

Employee Signature

Date