

Staff Preparation (cont.)

Handbook

- Manual which provides guidance to staff while providing services.
- Includes Operational/Emergency Procedures for:
 - Low/No Census
 - Unexpected Change in Schedule
 - Interaction with Media and Community Members
 - Incident Reporting
 - Loss of Person in a Community Setting
 - Medical Emergency
 - Non-Emergency Illness/Injury
 - Reasonable Suspicion/Unsafe Behavior
 - State of Emergency

Equipment

- Backpacks
- Medication bags
- Computer
- First Aid Kit
- Universal Precaution Kit
- Hand Sanitizer
- Record Book
 - Handbook
 - Schedules
 - ER Call List
 - Medication Records
 - Community Site Contact List

