

Lutheran Church of The Good Shepherd
Emergency Communications Plan
Updated 7/29/10

Purpose: To enable the Church to check on the needs of members and others who are elderly, living alone, disabled, in geographically isolated locations, etc. during disasters characterized by long term power outages. People covered under this plan will use the regular 911 System for medical emergencies or other life-threatening situations.

Preparation: Candidates with special needs are identified by homebound communion ministers, the Parish Nurse, and others. Candidates are provided with a standard telephone (not a cell or mobile phone) that will operate during extended power outages. Phone calls are preferred over physical contacts as they are quicker and less risky to all concerned. Candidates are also assisted in maintaining the 72-hour disaster preparedness kits and instructed in the following procedures. The Church Office, assisted by the Parish Nurse and the Preparedness Coordinator, will maintain a current roster of people covered under this plan. An Emergency Communications Unit will be formed and will normally operate from the Church building and also have an alternate location in a member's home.

Procedures: The initiation of contact by the Emergency Communications Unit will be driven by environmental conditions such as weather, temperatures, nature of the disaster, travel risks, and other factors; normally, this will not be done in the first 24 hours following the event.

The Emergency Communications Unit will initiate the phone calls and record the general health, condition, and self-sufficiency of the people being served. A schedule for re-contact will also be established. Only when situations really require physical contact, will actual visits be performed.

People supported by this plan should contact the Church Office or the Emergency Communications Unit if their conditions or physical locations change.

Annexes
Emergency Communications Unit Procedures
Current Call List
Update Procedures