

Manual:	Emergency Preparedness	Reference No.:	<b>008010.00</b>
Section:	Code Orange – Disaster Contingency Plans		
Subject:	<b>Loss of Hydro</b>		

**POLICY:**

It is the policy of APANS Health Services to ensure the Home is prepared in the event of an incident of loss of hydro in a way that minimizes disruption to the residents.

**PROCEDURE:**

When the power goes off unexpectedly, the Charge Nurse will immediately:

- Notify the Executive Director, if outside of business hours or unavailable, contact the Manager On-Call
- Notify Maintenance Personnel to check the electrical system for obvious problems
- If no internal problem is found, call Hydro Utility Office in your area (e.g. London Hydro); request immediate service and the anticipated time power will be disrupted
- Check for updates on your cell phone regarding local power outages with your utility company
- Document time of outage (Critical Incident must be filed with the MoHLTC if power is off longer than 6 hours)

If the power is expected to be restored within several hours, no further action will be required.

If the power is not expected to be restored within a reasonable time frame, the Executive Director, or delegate, will:

- Reassign laundry staff to other duties;
- Direct dietary staff to manually wash dishes. Refer to Cleaning Procedures (Dietary Manual)
- Power outage kits to be utilized on each unit

Although the kitchen is equipped with gas cooking range that can be used to provide meals or hot fluids during electrical power outages, use may not be advised if the overhead fan is not operational.

**Communication**

As network phone systems will not operate without hydro utilize the following options:

- A cell phone plugged into a generator outlet.
- Plug in the emergency phone at the reception desk, plugging it directly into the phone jack, if available

The Executive Director, or delegate, will direct staff to:

- Conserve water (loss of hydro for an extended period of time will affect water supply)

If the weather is cold, the Executive Director, or delegate, will also direct staff to:

- Ensure that all windows and exterior doors are closed
- Keep vacant room doors closed to minimize loss of heat
- Obtain extra blankets from storage as required
- Record the interior temperature of the home hourly; report any finding below 10°C

If gas supplies are still available:

- Supply residents with hot beverages as needed
- A propane BBQ may be used outside to heat water or as a cooking source

**Emergency Generators:**

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If the home is equipped with a diesel backup generator; generator will operate for approximately 72 hours if the tank is full.

If a loss of hydro is anticipated for longer than the fuel supply, arrange for additional fuel to be delivered.

Refer to: Items Fed From the Generator, if applicable

In the event that hydro is not expected to be restored for an extended period of time and internal temperatures fall below 10°C, evacuation of the home may be necessary. Refer to CODE GREEN - Evacuation

### **EMERGENCY EQUIPMENT REQUIRED FROM RENTAL SERVICE**

If maintenance personnel are **not** available: notify the electrician:

Electrician will assist to set up emergency equipment.

Rental Service:

Order 2 generators                    10,000 watts  
           6 heaters                        1,500 watts\*

\* This item is dependant upon the season of the year.

Order 6 light stands                double headed  
           extension cords and cables to hook up to generator and temporary electrical service panel

Temporary Service Panel - Electrician will supply this and assist to set up and operate along with maintenance personnel.

### **WHEN HYDRO IS RESTORED:**

When electricity is restored ensure that the mag locks are reset and all emergency systems are tested.

### **DEPARTMENT SPECIFIC PROCEDURES FOR LOSS OF HYDRO**

#### **Food Service**

- Follow emergency menu using disposable dishes
- Use barbeques if not enough room to cook on stove
- Monitor and record fridge/freeze temps, keep doors closed

#### **Laundry**

- Bring out all extra blankets etc for warmth
- Suspend duties and assign staff to other areas
- Use disposable products

#### **Housekeeping**

- Minimize cleaning of floors etc.; Clean only toilets, sinks
- Reassign to other areas to assist

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- Ensure that Infection Control Nurse or designate is consulted to review cleaning procedure for residents with high risk infections (i.e. C-Diff, VRE, MRSA etc.).