

The final assignment consists of four parts:

- Part A: Briefly describe your work environment (please refer to Assignment 2 – Santa Clara Valley Medical Center (SCVMC) – as a good environmental description of a workplace);
IF you are not currently working in a healthcare facility, please describe the fictitious *IHS Regional Medical Center*.
- Part B: Create a *Disaster Preparedness Plan* for **your** department or office, addressing the following issues:
1. Known hazards unique to your community, including environmental and man-made hazards
 2. Chemical, Biological, Radiological, and Nuclear (CBRN)
 3. Epidemic outbreaks
- Part C: Describe the decision points you came to when creating your *Disaster Preparedness Plan* and the rationale for the decisions made.
- Part D: How do you get your staff to value the need for EM/EP?

Specific elements to consider:

1. Risk assessment
2. Incident command process/activation of EM command center (if it exists or some method for letting everyone know there is an emergency). This would include alerting staff and visitors of an emergency. **This might also include alternate operational plans!!!**
3. Notifying next of kin contact information if necessary.
4. Evacuation procedures, escape routes and floor plans as needed.
5. Reporting and alerting authorities
6. Accounting for people after implementing
7. Identifying a media contact person
8. Training new staff (usually poorly done by organizations)
9. Policies for updating and maintaining the EP (usually poorly done by organizations)

Above all else: Plans should be usable, easily referenced, and readable. A picture or graphic is worth 1000 words!

The final assignment must be completed by the end of week seven at 12 midnight Eastern, and submitted via the *Final Case Study* module in Canvas.