

University of Wisconsin Department of Family Medicine – Residency Clinics
CLINICAL POLICY AND PROCEDURE

Title: **TORNADO OR SEVERE WEATHER ALERTS**

Effective Date: April 22, 2008

Approval: Vice Chair of Clinical Care

Supersedes: none
Director of Clinical Care Services

Contact:

Reviewed	<u>6/11/09</u>			

Purpose

The purpose of this policy is to protect the safety of patients, visitors and staff by ensuring that DFM clinics have developed site-specific policies and procedures in the event of a tornado or severe weather.

General Information

Most severe weather in Wisconsin occurs from April to October. Procedures to ensure the safety of patients and staff should be established at each clinic in the event of severe weather.

A WATCH means that the possibility of a tornado or severe weather exists and to keep in touch with weather statements issued by the National Weather Service.

A WARNING indicates an actual sighting of a tornado or severe weather, involving winds greater than 50 miles per hour, and urges those in the danger path to take immediate cover. For this policy, we will interpret a tornado/storm warning as being in our immediate or surrounding areas and has the potential to put clinic staff/patients in immediate danger.

NOTIFICATION

- A. The National Weather Service notifies the office of Emergency Government and the sheriff's department of a *watch or warning*.

- B. Word of the watch or warning can be received by the clinic through a general public announcement over radio, television, or internet. Each clinic should determine how best to be notified of the threat of severe weather.
- C. Each Clinic should determine how they will notify staff of severe weather conditions. This notification should include “call words” i.e Code Grey and the method of notification, i.e. overhead page, telephone intercom.

EVACUATION PROCEDURES

Each clinic should determine the safest place for evacuation of patients and staff. A floor plan of the clinic with designated evacuation areas may be attached to the clinic’s plan.

LOCATION OF EMERGENCY EQUIPMENT

Clinics should have emergency flashlights, radios and batteries housed in strategic locations throughout the building. These locations should be outlined in the clinic's plan and can be included in the floor plan.

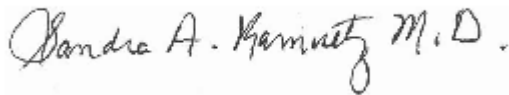
STAFF ASSIGNMENTS

Each clinic should designate whose responsibility it is to ensure policies and procedures are carried out and patients are safe.

TRAINING

Each Clinic Manager, or their designee is responsible for ensuring that all employees are trained on tornado and severe weather policies and procedures in the clinic and document when training occurred, the content of training and who participated in training.

AUTHORIZATION:



4/22/2008

Vice Chair of Clinical Care

Date