

This form combines emergency preparedness and disaster plans. Providers, caregivers and volunteers should read and review this plan as part of their pre service and annual training. It is important to be prepared for all types of emergencies. Plans for what to do during and after an emergency to ensure the health and safety of children at all times should be in place. This form will guide you through the planning, response, and recovery phases of any emergency.

Date:

Facility Name:

License Type:

1. The following steps will be taken if there is:

*Start each by including how you will contact emergency personnel and notify parents. Include how Infants, toddlers, children with limited mobility, chronic medical conditions, or who may otherwise need additional assistance in an emergency, such as children who are intellectually, physically, and/or hearing impaired will be accommodated and cared for in the following situations.*

- a. a child injured and requires attention from a health care provider or emergency response team:

- b. a fire at the facility:

- c. an earthquake:

- d. a flood:

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- e. a power failure:
  
  
  
  
  
  
  
  
  
  
  - f. a water failure:
  
  
  
  
  
  
  
  
  
  
  - g. a person caused emergency (such as a terrorist threat, armed intruder, active shooter, hostage situation, or possible bomb):
  
  
  
  
  
  
  
  
  
  
  - h. an emergency shelter in place:
  
  
  
  
  
  
  
  
  
  
  - 2. In the event it is necessary to evacuate the premises,
    - a. the children will be taken to the following location:  
*Keep in mind Utah's climate and ensure the location will protect children from the elements year round. The provider must have permission and the ability to enter the location.*
  
  
  
  
  
  
  
    - b. parents will be notified of this relocation address and instructed how to reunite with their children by following these steps :

- c. the following means of transportation will be used to get all caregivers and children to the relocation site:
  
  - d. the following methods will be used to maintain proper supervision of the children once at the relocation site:
  
  - e. the following steps will be followed to ensure these documents and supplies will be taken with or otherwise available at the emergency relocation site:
3. The provider, director, director designee, caregiver, and/or substitute knows the location and procedure if the following needs to be turned off:
- Gas
  - Electricity
  - Water
4. The location and procedure for an emergency shut off of gas at my facility is:
5. The location and procedure for an emergency shut off of electricity at my facility is:

6. The location and procedure for an emergency shut off of water at my facility is:
  
  
  
  
  
  
  
  
  
7. To ensure continuity of care after an emergency, the following steps will be taken:
  
  
  
  
  
  
  
  
  
8. If the facility is unusable do you have another temporary location to use?  
Please explain:
  
  
  
  
  
  
  
  
  
9. If you are unable to continue care, how will you help parents locate alternate child care?
  
  
  
  
  
  
  
  
  
10. **Home Providers Only** - In the event of an unforeseeable emergency where the provider must leave the home, the name and phone number of the emergency substitute(s) who will be called is:

Signature

Date of last review or update:

Date of last review or update:

Date of last review or update:

Date of last review or update:

Date of last review or update:

Date of last review or update:

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In the event of an emergency, the plan should be followed.

In the event of a catastrophic emergency that renders the facility inhabitable and care continues in a temporary location, the provider must ensure the children's basic needs - food, water, and shelter are met.

After emergency responders have done their jobs, someone from Child Care Licensing will visit the program to assess the temporary location and plan for the restoration of the facility.

When needed, temporary variances to applicable rules may be granted.

**This form is provided for technical assistance purposes only. Providers may use this form if they choose, but are not required to use this form.**