

**County of San Bernardino
Department of Behavioral Health**

Earthquake Procedures

Effective Date 06/84
Revision Date 1/29/07

Allan Rawland, Director

Purpose To notify all Department of Behavioral Health (DBH) staff of the procedures to follow in the event of a damaging earthquake.

Procedure If an earthquake damages Department buildings, making it necessary for clients to receive treatment elsewhere, the following steps are to be taken:

Step	Action
1	Immediately check survivors and injured individuals. Obtain the assistance of an on-site doctor, nurse, other medical personnel and DBH staff trained in CPR/First Aid for injured person(s).
2	Assist medical or command personnel where needed.
3	Evacuate to the designated assembly area for further instructions. Take any available first aid kits and flashlights to the assembly area and DO NOT USE ELEVATORS to exit the building.
4	Conduct roll call to account for all staff and visitors.
5	When it is safe to do so, send the facility's damage assessment team to conduct an assessment of the building and status of utilities.
6	Report injuries, building and equipment damage and other losses to the immediate supervisor (or designee) who will forward the information to the appropriate Program Manager (or designee).
7	The Program Manager (or designee) will submit damage reports every four hours and communicate additional needs to the DBH Department Operations Center (DOC) or Director's Office.
8	If necessary, initiate the shelter-in-place plan.
9	If practical and safe, assist clients in making arrangements to return home.

Emergency Plans

Refer to your facility Disaster & Emergency Action Plans for information. More information on the Department's operational response is located in the Department Disaster Response Plan.

Immediate Care of Injured People

- Immediately after a damaging earthquake, the staff of each clinic/facility must plan to be self-reliant. A medical triage team, consisting of a physician and/or other trained medical staff and trained first aid responders will establish a medical service area (in or as close to the building as is safe and practical).

County of San Bernardino

Department of Behavioral Health

- If the medical team is unable to treat all the injured individuals they will request additional assistance from their respective Program Manager or designee.
 - If the department is unable to provide adequate medical treatment for injuries, the DBH Director will request additional assistance (if available) from the County Emergency Operations Center (EOC) located at 1743 Miro Way, Rialto.
-

Communications and Emergency Services Center

The County Emergency Operations Center (EOC), located at the County Emergency Services (OES) in Rialto, will become the central command post for all county disaster operations during the emergency. If the event warrants, the DBH Director will activate the DBH DOC at the level commensurate with the event. All disaster mental health assistance requests shall be coordinated between the DBH ACCESS Unit, DBH DOC and the County EOC.

Utilities

To prevent possible fire and/or water contamination, assigned staff will immediately terminate any damaged gas, water or electricity lines by shutting off at the main valves.

Training

The Disaster & Safety Coordinator shall provide all Department staff with annual disaster (field response) training. Section supervisors are responsible for conducting annual training on the roles and responsibilities of the clinic/section, Disaster and Emergency Action Plans and utility shut off locations, and procedures for terminating unsafe utilities.

Cross Reference

- San Bernardino County, Employee Memorandum of Understanding
 - Disaster and Mass Casualty policy
 - Clinic/Section Emergency Action Plan
 - Clinic/Section Internal Disaster Plan
 - Clinic/Section Sheltering in Place Plan
-