


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

Disaster and Mass Casualty Policy

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Allan Rawland, Director

Policy It is the policy of the Department of Behavioral Health (DBH) to designate authority and responsibility to specific employees to activate the Department Emergency Operations Plan (EOP) to respond to disasters and other mass casualties within DBH.

Note: Each DBH facility must also maintain a site-specific disaster plan.

Purpose To establish a designated flow of authority and direction in the event of a disaster and/or mass casualty.

Definitions **Disaster:** an occurrence causing widespread destruction and emotional distress; a disaster may be the result of a man-made or natural cause (i.e. flood, earthquake, hazardous spill, terrorist attack, etc.).

Mass Casualty: a large loss in numerical strengths by any cause, such as: wide-spread death, injury, illness, mass evacuation, etc.

Designated Authority The Director of DBH or designee has the authority to implement the Department EOP. If the disaster is not limited to DBH facilities, Government Code Section 3100 grants the Board of Supervisors or designee the authority to activate the county-wide disaster plan.

Chain of command flows from the Department Director to the Assistant Director, and then to the Deputy Directors and Program Managers. The Disaster/Safety Coordinator acts as an advisor on disaster-specific responses based on damage assessment information.

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Responsibilities The following illustrates the responsibilities of specified staff:

Role	Responsibility
Deputy Director	<ul style="list-style-type: none"> • Contact DBH Director or designee and report collective losses, damages, availability of deployable staff, and operational capabilities of DBH and contract facilities • Request assistance
Program Manager	<p>Pre Disaster: Familiarize self with Department EOP and site-specific disaster plan requirements.</p> <p>Post Disaster:</p> <ul style="list-style-type: none"> • Contact DBH Deputy Director or designee and report collective losses, damages, availability of deployable staff and operational capabilities of DBH and contract facilities • Request assistance
Disaster/ Safety Coordinator	<p>Pre Disaster:</p> <ul style="list-style-type: none"> • Coordinate with partnering agencies • Develop disaster plans • Conduct disaster response training for all DBH classifications • Participate in planning and exercise activities <p>Post Disaster:</p> <ul style="list-style-type: none"> • Collect and consolidate incident damage assessment information from the County Emergency Operations Center (EOC) and DBH damage assessment reports • Recommend Department Operations Center (DOC) activation and course of action to the DBH Director

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<p>Administrative Services and all Supervisory Staff</p>	<p>Pre Disaster:</p> <ul style="list-style-type: none"> • Ensure subordinate personnel are thoroughly familiar with the contents of their site-specific disaster plan and Department EOP • Ensure staff attendance of mandatory disaster preparedness training pertaining to his/her specific disaster response category (i.e. management, direct service, or administrative support) • Conduct annual review and update site-specific disaster plans <p>Post Disaster: Provide leadership and oversight of sheltering-in-place activities when necessary.</p>
<p>Disaster Planning Group</p>	<p>Pre Disaster:</p> <ul style="list-style-type: none"> • Review, develop and conduct mandatory training regarding hazard and disaster prevention and response for all DBH personnel • Participate in partnering agency exercises and drills <p>Post Disaster: Provide consultation to the DBH Director regarding disaster response efforts.</p>