

TITLE: Contacting Supervisor in Emergency Situations

Number: 114.00

Policy:

It is the policy of Thrive Behavioral Network, LLC that all personnel in the facility are required to meet daily routines and occurrences as well as emergency situations with or without the presence of a supervisory staff. At times, it is appropriate to involve a supervisor or alternate supervisory staff.

Procedure:

114.10 Situations Calling for Notification of Supervisor

The following situations require the notification of a supervisor:

- Situations falling under the jurisdiction of an established policy that included the contacting of a supervisor or alternate as a procedural step.
- Situations requiring the involvement and consultation of a supervisor to assure the safety and well-being of clients.
- Situations where a specific supervisor has requested notification.
- Situations requiring the consultation of the supervisor to assure quality program operation.

114.20 Evening or Weekend Notifications

If a situation occurs during the evening or weekend hours, the on-call supervisor will be notified.

114.30 Emergency Preparedness Notifications

If a situation occurs as documented in Form 1011 – Emergency Preparedness Plan, utilize the Communication Tree on page 5 of the facility Emergency Preparedness Plan for notifications.