

Hart County Severe Storm / Tornado Shelter Guide

Before severe weather issued:

- Always have the TV turned on in the reception area. Once a weather alert has been issued, the TV will automatically tune to Channel 6 and report the current conditions for Hart County.

When a Severe Storm/Tornado Watch has been issued:

- Tune into the local radio channel WLOC 1150 in Horse Cave for local updates
- Listen for the NOAA weather radio to alert to current conditions
- Listen for the outdoor warning systems that usually can be heard inside the building
- Be alert to changing weather conditions. Blowing debris or the sound of an approaching tornado (may sound like a freight train) may alert you

When a Tornado Warning has been issued:

- The employee that hears the warning issued for the area has the responsibility for alerting other staff and clients that severe weather is approaching. The NOAA radio should be disconnected and taken to the designated shelter area.
- The best shelter area in the Hart Co. Health Dept. is in the three restrooms and the hallway between the restrooms and the mechanical room.
- It is the staff's responsibility to direct patients and visitors to the designated area. Staff should check all rooms to make sure everyone in the building is in the proper area. After checking rooms, the door to that room should be closed.
- All staff and patients should take cover by lying low to the ground with their hands covering the back of their heads.
- Everyone should stay in the designated area until the weather radio, TV, or local radio station has given the all-clear signal.

Hart County Building Evacuation Guide

The intercom announcement “code red” or the fire alarm sounding will be the signal for fire evacuation.

The fire alarm should be pulled if you discover a fire – simply use the pull station nearest you. As soon as you have pulled the fire alarm, help evacuate the area around you. If there is not an alarm pull station close to you announce “code red” on the intercom.

You should not attempt to fight a fire unless the fire is minimal. Fire extinguishers are located throughout the facility

Each employee is responsible to evacuate yourself and patients in your area. The fire evacuation routes are posted throughout the building.

Supervisory staff should secure the building. All offices/patient rooms should be cleared of staff and patients and the door to each room should be closed, signaling that room has been cleared.

Staff and patients should gather in parking lot at the front entrance.

DO NOT BLOCK AREAS THAT EMERGENCY VEHICLES MAY USE.

Supervisors should determine if anyone is missing or could possibly still be in the building. Staff and patients should be asked to remain in the parking until the “all-clear” verbal signal has been given. Staff will not be responsible for patients who choose to leave the premises.

THE ALL-CLEAR SIGNAL MUST BE GIVEN BEFORE STAFF/PATIENTS RE-ENTER THE BUILDING.

The following people can give the all-clear signal:

- Preferred/Primary: Fire Department Personnel
- Secondary: Center Coordinator
- Tertiary: Office Manager

These instructions are for fire or other evacuations in which the building is to be evacuated and does not apply to tornadoes, severe storms, or earthquakes.

Responsibilities

Supervisory staff should go from door-to-door to assure all patients and staff has evacuated the building. Once outside, supervisors should:

Assure patients/staff have congregated at tree front lawn and determine if anyone is missing.

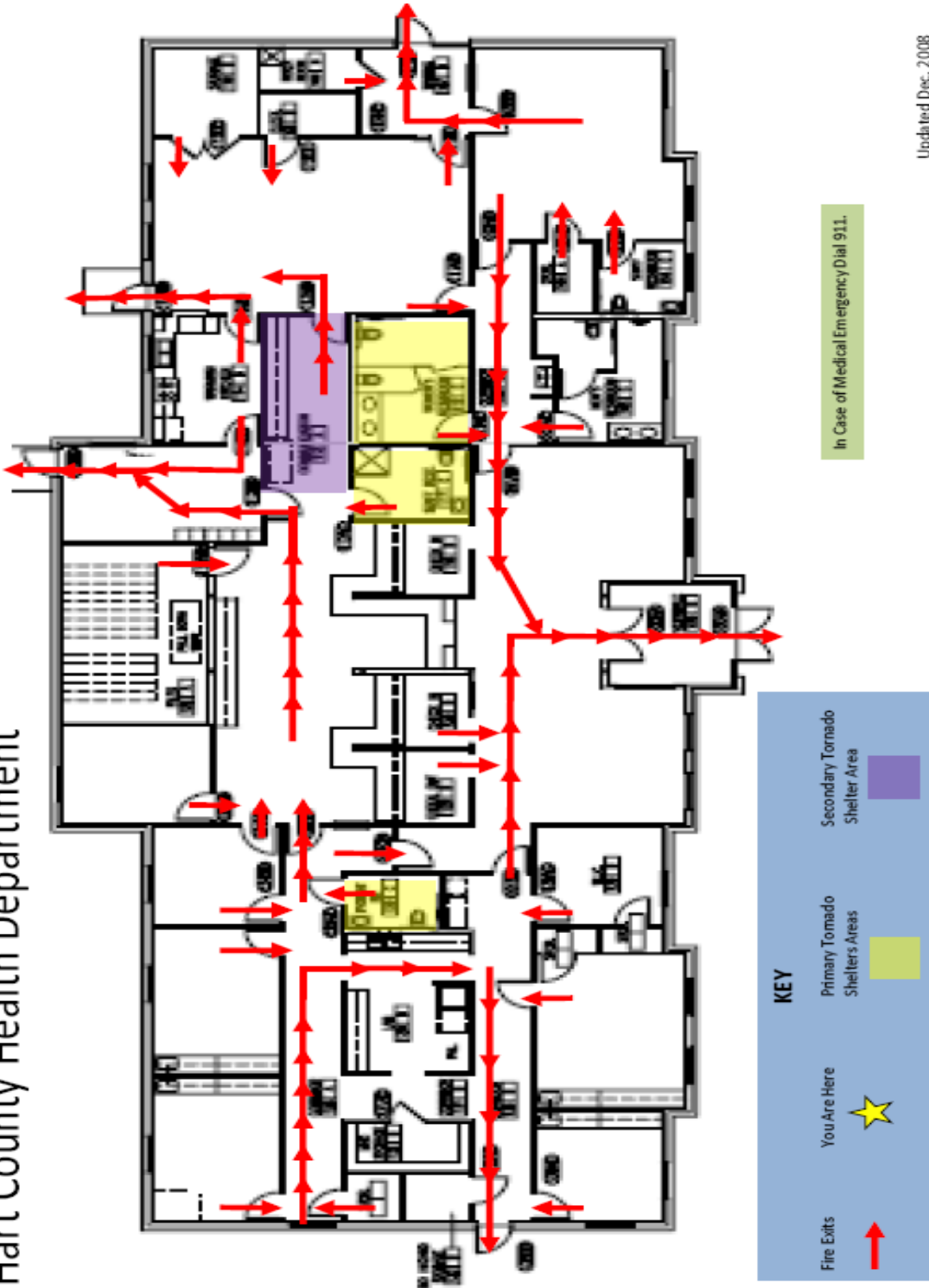
Assure people are not blocking areas that may be utilized by emergency vehicles.

Assure no one re-enters the building until the all-clear signal has been given.

The Center Coordinator and/or the Office Manager should work with fire personnel to assure the all clear signal is given.

Hart County Fire Exits / Tornado Shelter Map

Hart County Health Department



Updated Dec. 2008

