

Do You Know?

Organizations need to have written/shared procedures regarding how to handle a potential liability incident or an emergency situation

Even the best procedures and programs are not guaranteed to evade all accidents or crises. The important thing is to have clearly understood methods of handling these situations so as to protect and support all individuals involved.

Do you know?

- how to act in an emergency?
- how to deal with a person injured on the premises?
- how to preserve physical evidence?
- how to record your recollections?
- how to discuss a liability incident with police, the media, etc.?
- who to notify in case of an emergency?
- procedures to follow in a natural disaster?

If you have written policies regarding these areas, share, review and/or update them with staff and volunteers within your organization. If they are not fully developed, begin to create them with the assistance of resources such as No Surprises (see Resources) and develop a Fact Sheet, which includes: What to do/not do, who to call, etc., in emergencies.

H-8

Suggested Reading Resources



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