

Long Term Care and Residential Care Facilities
FACILITY PROFILE FOR EMERGENCY PREPAREDNESS PLANNING

Facility Name: _____
Facility Type: _____
Mailing Address: _____
E911 Address (if different from above): _____
Phone: _____
Fax: _____

Primary contact person able to discuss emergency plans:
Name: _____
Phone: _____
Email: _____

Back up contact person #1 able to discuss emergency plans:
Name: _____
Phone: _____
Email: _____

Back up contact person #2 able to discuss emergency plans:
Name: _____
Phone: _____
Email: _____

Does the facility care for or have the ability to care for special populations, for example, residents on ventilators, dialysis, with dementia, mobility impairments, etc.? If YES, please list the special populations.
 Yes No

Special Populations this facility has capacity to care for:

Average number of residents in the facility at any one time: _____
Capacity: Please indicate the capacity of your facility based upon licensing: _____
Surge capacity: Please indicate the maximum number of residents which could be accommodated regardless of licensing requirements. _____

Approximate number of staff (full time equivalents): _____
Does your facility have a back up generator? Yes No
If No, is your facility wired to receive a back up generator? _____

Facility's Food Supplies Vendor/Contractor(s):
Name: _____ Name: _____
Address: _____ Address: _____
Phone: _____ Phone: _____

Facility's Pharmacy/Medical Supplies Vendor/Contractor(s):
Name: _____ Name: _____
Address: _____ Address: _____
Phone: _____ Phone: _____

Facility's Transportation Contractor(s):
Name: _____ Name: _____
Address: _____ Address: _____
Phone: _____ Phone: _____

Brief description of Vehicles Owned by the Facility: Please indicate which vehicles are equipped to transport residents.

- Please indicate the types of emergency planning your facility has completed (check all that apply):
- Establishing Chain of Command and Roles for Emergencies
 - Setting Up Redundant Communications Systems
 - Back-up Staffing Plan for Emergencies
 - Planning for Sheltering in Place
 - Planning for Evacuation