



Caregiver Emergency Response Plan

The purpose of this plan is to enhance safety of children and youth in care by increasing consistency of documentation and providing access to caregiver emergency response plans. This document ensures caregivers have emergency plans in place as per the Standards for Foster Homes and supports communication between caregivers, resource workers, guardianship workers, families and Provincial Centralized Screening in response to emergency events.

Standard E.2 of the Standards for Foster Parents outlines safety and emergency practice standards including:

E.2.4 The caregiver posts and ensures the child is aware of the current household emergency response plan for fires, earthquakes, disasters, and other emergencies.

E.2.5 The caregiver ensures that the household emergency response plan takes into consideration individuals who require assistance.

E.2.6 The caregiver ensures that the household emergency response plan is practiced at least every six months and immediately following the placement of a child in the home.

Resource Workers: Please complete this form with all foster caregivers, update as necessary (when changes in home take place) and review on an annual basis.

Resource Worker:

Date:

Office code:

This plan outlines the response for the following emergencies:

☐ Earthquake ☐ Flood ☐ Tsunami ☐ Pandemic ☐ Wildfire ☐ Other

The plan covers:

☐ Evacuation ☐ Shelter in Place

Caregiver Information

Full name:

Date of Birth:

Home address:

Home phone #:

Mobile phone #:

Email address:

orbeon-admin

Risk factors: (i.e., pre-existing health risk factors; local hazards most likely to affect home/family)

Mitigating Factors: (Supports that offset risk factors, i.e., home support, generators, sandbags, etc.)

Relief Caregiver Information

Full name:

Phone number:

Date relief package approved

Availability

Out of Area contact person identified (plan for each family member to contact if separated in local emergency):

Name:

Phone number:

Email:

Relationship

Contact person has given MCFD permission to contact them.

Essential Information Checklist – general emergency preparedness

Caregivers know where to access reliable provincial emergency information, provincial health officer updates and orders as it relates to floods, wildfires and other partial and full-scale provincial emergencies.

☐ Yes ☐ No

- Emergency Info BC: <http://www.emergencyinfobc.gov.bc.ca/>
- Emergency Management BC: <https://www2.gov.bc.ca/gov/content/safety/emergency-management>
- BC Centre for Disease Control: <http://www.bccdc.ca/>

Caregivers have a current household emergency response plan posted in their home that considers the needs of all members of household, including those who require assistance due to age, physical, medical, sensory or cognitive support needs.

☐ Yes ☐ No

Caregivers have identified emergency meeting places and all members of the household know the location of each.

☐ Yes ☐ No

Note: Members of household may not be together following an emergency. Choose one emergency meeting place near your home and one away from your home in advance. Emergency plans need to take into consideration both weekday and weekend family schedules.

Caregivers confirm they have basic emergency supplies on hand.

☐ Yes ☐ No

(including: first-aid kit, battery powered or hand crank radio, whistle, phone charger and batter bank, non-perishable food for a week, blanket, season clothing and footwear, garbage bags, towelettes and plastic ties, water for a week (4 litres/per person/per day), emergency plan, cash, copies of important documents and contacts (including social workers)).

Find full fill-in-the-blanks Home Emergency Plan template and preparedness guides at Prepared BC: <https://www2.gov.bc.ca/gov/content/safety/emergency-management/preparedbc/guides-and-resources>

Caregivers confirm they have basic health supplies on hand.
(soap, hand sanitizer, cleaning products, thermometer, etc.)

☐ Yes ☐ No

Caregivers have a 30-day supply of medication for all household members. Caregivers have medical equipment and supplies as needed for all household members if shelter in place or evacuation is necessary.

☐ Yes ☐ No

Caregivers have at least two weeks of basic food and personal products on hand if need to shelter in place or self-isolate.

☐ Yes ☐ No

Caregivers have technology available to support virtual connections with family and friends of children and youth in their care if in person contact is not possible.

☐ Yes ☐ No

Caregivers' plan if primary caregiver is unable to temporarily provide care due to family emergency, illness or injury (i.e., Alternate caregiver, ability for child or youth to get to school, maintain contact with family, etc.)

Caregivers' plan and supports for caring for children when they are not in school and daycare due to an unplanned closure

Caregivers' plan if their residence must be vacated due to evacuation order

Caregivers' plan if there is a need to shelter in place (identify room in home that can go to if need to stay inside and seal off doors, windows, vents; where utility shut offs are (electrical, gas, water; landlord contact info, insurance information, out of area contact that all family members have; access to grab and go bags and emergency supplies)

Additional information (Please add any other important information as needed):

Please list any pieces of the emergency response plan that are not complete or need follow up and the plan for completion/resolution.

Track outstanding items on the Emergency Preparedness section of the Environment of Care Checklist (CF1632) and note date of resolution prior to signing off the Environment of Care checklist. [CF1632-Environment of Care Checklist for Foster Homes](#)

Document Management

Emergency Plans must be:

- Uploaded to ICM RE Case, Attachments.
 - Naming convention:
CaregiverLastName_EMERGPLAN_YYYYMMDD
 - Special permission has been given to endorse keeping this documentation on ICM.
- Printed and placed on the Resource file in Section 5 "Accountability, Training & Recruitment"
- Provide copy to Foster Parent (hard copy or electronic)

Please note that attaching RE Case Notes and other documentation on ICM is NOT endorsed as future updates to the RE case type could cause previously entered information to be lost or corrupted.

Orbeon Forms 2020.1.5.202111260750 PE