

# OSHA Emergency Action Plan

<b>Information</b>	
<b>Healthcare Practice Name</b>	<b>Date of Last Revision</b>
<b>Address</b>	<b>Emergency Action Plan Coordinator</b>

<b>Evacuation Policy and Procedure</b>	
<b>Routes and Exits</b>	
<b>Evacuation Leaders</b>	<b>Assembly Points</b>
<b>Special Needs Patients and Staff</b>	

<b>Emergency Contact Information</b>	
<b>Fire Department</b>	
<b>Police</b>	
<b>EMS</b>	
<b>Manager:</b>	

<b>Emergency Roles and Responsibilities</b>
<b>EAP Coordinator</b>
<b>Staff Responsibilities</b>

<b>Emergency Response Procedures</b>
<b>Medical Emergencies</b>
<b>Fire</b>
<b>Natural Disasters</b>
<b>Violent Incidents/Active Shooter</b>
<b>Hazardous Material Spills</b>

<b>Emergency Equipment and Facilities</b>	
<b>Communication Plan</b>	
<b>Notification System</b>	<b>Communication with Authorities</b>
<b>Training and Drills</b>	
<b>Regular Drills</b>	<b>Training Records and History</b>
<b>Plan Review and Maintenance</b>	
<b>Regular Review</b>	<b>Previous Documentation</b>
<b>Additional Notes</b>	

**Notes from Your Counselor**