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| Emergency Planning Committee  Participant workbook |
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Department of Health

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| Participant name:  Course time/date: |
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# Participant workbook

## Instructions

This Participant workbook is designed to used in conjunction with the Emergency Planning Committee Participant guide. This workbook consists of 6 activities and 12 multiple choice and short answer questions. Read the question and then mark the correct response(s) to the question in the corresponding tick box.

## ACTIVITY 1 – Evacuation Diagrams

In groups using the activity booklet identify at least 1 minimum element in relation to the construction of evacuation diagrams in facilities as listed in AS3745 – Planning for emergencies in facilities.

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## ACTIVITY 2 – EPC Scope

In groups outline experts or officials that may be consulted to assist with the EPC scope?

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### What is the “Role” of the EPC?

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### Which of the following is NOT an objective of DHHS’s approach to fire risk management? (one or more)

* Complying with occupational health and safety laws
* Keeping people in DHHS facilities safe from illness or injury due to fire
* Maintaining services to the Victorian community
  + Not participating in emergency training and exercises

### What type of facility does Capital Development Guideline 7.4 cover?

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### Indicate important strategies for the prevention of emergencies? (one or more)

* Fire safety audits
* Housekeeping
* Obstruction free egress
  + All of the above

### What is the acronym RACE short for?

|  |  |
| --- | --- |
| R |  |
| A |  |
| C |  |
| E |  |

### What are three possible developments of an emergency situation?

|  |  |
| --- | --- |
| 1 |  |
| 2 |  |
| 3 |  |

## ACTIVITY 3 – Emergency Profiling

In groups analyse the following facilities determining:

* Emergencies and categories likely to impact them
  + Further developments of the possible emergencies

|  |  |  |
| --- | --- | --- |
| Facility | Possible Emergency | Further development |
| Caltex petrol station |  |  |
| House in bushland |  |  |
| Truck depot loading bay |  |  |

### What types of emergencies may require an evacuation of a residential facility? (one or more)

* Flood
* Fire
* Gas leak
  + All of the above

### What is the definition of an ECO?

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### Which of the following is NOT included in DHHS evacuation packs for residential care facilities? (one or more)

* First Aid Kit
* Client profiles
* Torch
  + Client prescription medication

### List three types of suitable identification for members of an ECO and identify what colour identification is used to identify the positions in the ECO?

|  |  |
| --- | --- |
| 1 |  |
| 2 |  |
| 3 |  |

|  |  |
| --- | --- |
| Chief Warden |  |
| Floor or Area Warden |  |
| Warden |  |
| First Aid Officer |  |

### List one factor that influences bushfire behaviour.

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### Which of the following indicates the worst fire danger rating for a bush or grass fire?

* Extreme
* Severe
* Code Red
  + Code Blue

## ACTIVITY 4 – Emergency Control Agencies

In groups list emergency service organisations likely to be in attendance at the following incidents:

|  |  |
| --- | --- |
| Motor vehicle accident |  |
| Fire |  |
| Earthquake |  |
| Chemical spill |  |

## ACTIVITY 5 – Emergency Control Point

In groups discuss an alternate location for an emergency control point in the event the pre-existing point is compromised by fire.

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## ACTIVITY 6 – Refusals to Evacuate

In groups discuss how you would expect ‘refusals to evacuate’ to be managed in the following categories:

|  |  |
| --- | --- |
| A Client |  |
| A co-worker |  |
| A visitor |  |

# Marking Record

**Participant Name:**

**Course Date:**

**Participant workbook:**

* Correct
  + Incorrect

**Assessor Comments:**

|  |
| --- |
|  |
|  |
|  |

**Participant informed of result:**

* Yes
  + No

**Assessor Name:**

**Assessor Signature:**

**Date:**