Emergency & Disaster Management Plan

Last revision: *30/01/23*

Emergency contacts

Contact	Name	Phone number
Emergency services – triple zero	Fire/police/ambulance	**000**
Poison information line	Poison information	**13 11 26**
COVID-19 information lines	Vaccine and Covid info	**1800 020 080**

Emergency management team – roles and responsibilities

The NDIS requires us to have an emergency and disaster management plan. Carers are required to know the relevant emergency contacts for the local services in their region to utilise these when applicable to assist clients as required.

Supervisors – roles and responsibilities

Please report any emergencies or disasters through the risk register and report them to info@yogability.org.au. The team will assist you through the process to help manage the situation

Workers – roles and responsibilities

Workers have a duty of care to the clients they support, to support them through any emergencies or disasters that may occur.

Evacuation procedures

Please ensure exits of buildings are known in case of an emergency or disaster. This is to ensure that a swift exit to a building can be facilitated.

Emergency procedures

In the event of a disaster or emergency such as a fire or flood please ensure exits are known and that the relevant state emergency services are contacted to inform them of the situation so that they can advise you on what to do. Please make contact to 000 when required in an emergency, medical emergency, pandemic or disaster situation. Please don't touch a fire that is burning. Please remain calm in emergency situations.

Training

Workers are required to read through this and understand that they are required to comply with these processes.

After an emergency

After an emergency or disaster occurs workers are required to report the incident in the incident register accessible here : https://yogability.org.au/procedures/incident_register Please also email info@yogability.org.au to notify us regarding the incident. If the incident needs to be reported to the NDIS commission mandatory reporting processes need to be followed.