

# Emergency Preparedness– Course Catalog

The Senior Center(ed) Community College is a college expressly designed with you in mind. These courses were created for those who work for and on behalf of our nation’s seniors.



## [SCCC EP-1: Emergency Preparedness Intro](#)

### **Course Significance:**

Every organization needs to have an emergency plan. This introductory video will explain why the emergency plan is so vital to any organization that provides services to seniors.

### **Learning Objectives:**

At the end of the course, you will be able to:

- Define what an emergency is
- Distinguish between an emergency and a disaster
- Describe the importance of having an emergency plan



## SCCC EP-2: Designing the Plan

### **Course Significance:**

An emergency plan is only useful if the people who play a role in implementing it understand it. This video highlights the key elements to consider when designing an emergency plan to ensure its usefulness when it is needed.

### **Learning Objectives:**

At the end of the course, you will be able to:

- Describe the key elements of an emergency plan
- Describe the types of lists to be maintained as part of an emergency plan
- Describe the types of policies and procedures to be maintained as part of an emergency plan



### SCCC EP-3: Shelter in Place Planning

#### **Course Significance:**

Several types of emergencies require people to shelter in place. The seniors your organization serves will need to know the safest place to be in that type of emergency. This video describes the key components that should be included in your plan to ensure everyone who might be in your building can shelter in place safely if needed.

#### **Learning Objectives:**

At the end of the course, you will be able to:

- Describe the reasons for developing shelter-in-place procedures
- Describe the key elements to be included in your shelter-in-place procedures



### SCCC EP-4: Continuity of Operations Planning (COOP)

#### **Course Significance:**

Many emergencies can cause a disruption to your normal operations. How can you continue to provide services to your clients when that happens? This video describes the key actions that should be included in your plan to ensure that you can continue to perform your essential functions during and after an emergency.

#### **Learning Objectives:**

At the end of the course, you will be able to:

- Describe the reasons for developing a Continuity of Operations Plan
- Describe the key elements to be included in your Continuity of Operations Plan



### SCCC EP-5: Emergency Remote Working Procedures

#### Course Significance:

What happens when an emergency forces your building to shut down? How can your staff do their jobs? Emergency remote working procedures are often key to ensuring your essential functions can be performed during or after an emergency. This video describes the key actions that should be included in your Continuity of Operations Plan to ensure that your staff can perform their essential functions if they don't have access to your facility.

#### Learning Objectives:

At the end of the course, you will be able to:

- Describe the reasons for developing emergency remote working procedures
- Describe the key elements to be included in your emergency remote working procedures



### SCCC EP-6: Evacuation Procedures

#### Course Significance:

Several emergencies would require an organization to evacuate its building. Your organization serves seniors who may need extra help in an emergency evacuation. Having a plan that accounts for this can mean the difference between a safe evacuation and serious injury or death. This video describes the key components that should be included in your plan to ensure everyone can evacuate in a timely manner.

#### Learning Objectives:

At the end of the course, you will be able to:

- Describe the reasons for developing evacuation procedures
- Describe the key elements to be included in your evacuation procedures



### SCCC EP-7: Medical Emergency

#### **Course Significance:**

Your organization probably serves seniors who have conditions that could lead to medical emergencies. Being prepared for these medical emergencies can save lives. This video describes the key components that should be included in your plan to ensure that anyone who might have a medical emergency in your building will receive the best care possible.

#### **Learning Objectives:**

At the end of the course, you will be able to:

- Describe the reasons for developing medical emergency procedures
- Describe the key elements to be included in your medical emergency procedures



### SCCC EP-8: Fire Emergencies

**Learning Objective:** The learner will get a better understanding of the significance of how important the three components of food safety are in congregate nutrition programs. Proper food safety measures in storage, preparation and serving will be addressed in this course.

**Course Significance:** Food safety is important for everyone. It is especially important for those working in congregate nutrition programs because the clients are seniors. It is a fact that older adults are at a higher risk for hospitalization and death from food borne illness. This increased risk of food borne illness is because organs and body systems go through changes as people age. For example: the gastrointestinal tract holds onto food for a longer period of time, allowing bacteria to grow. The liver and kidneys may not properly rid the body of foreign bacteria and toxins. The stomach may not produce enough acid. The acidity helps to reduce the number of bacteria in our intestinal tract. And, underlying chronic conditions, such as diabetes and cancer, may also increase a persons risk of food borne illness.



#### SCCC EP-9: Crisis Communication

##### **Course Significance:**

When an emergency occurs, the need to communicate is immediate. Preparing the messages that need to be communicated in various situations will help you respond rapidly when you need to. This video describes the key components of what should be communicated when an emergency affects your organization.

##### **Learning Objectives:**

At the end of the course, you will be able to:

- Recognize the importance of communications during and after an emergency
- Describe the key audiences for communications during and after an emergency
- Describe the types of information that should be communicated to each audience during an emergency



#### SCCC EP-10: Memorandum of Understanding

##### **Course Significance:**

The whole community approach to emergency planning involves forming relationships with different types of organizations. These relationships can take many forms. A Memorandum of Understanding (MOU) will identify what can be expected from each organization before, during and after an emergency. This video describes the key topics that should be included in your MOUs.

##### **Learning Objectives:**

At the end of the course, you will be able to:

- Describe the purpose of a Memorandum of Understanding
- Describe the main components of a Memorandum of Understanding



## SCCC EP-11: Whole Community Approach

### **Course Significance:**

The effects of emergencies and disasters have become more serious and more frequent. Emergencies often affect an entire community. To improve our preparedness, it is vital that we engage with other members of our communities. This video describes the key questions that should be addressed in your emergency planning.

### **Learning Objectives:**

At the end of the course, you will be able to:

- Define the concept of whole community approach as it relates to emergency planning
- Describe the benefits of taking a whole community approach to emergency planning
- Describe the principles of the whole community approach to emergency planning



### SCCC EP-12: Final Checklists

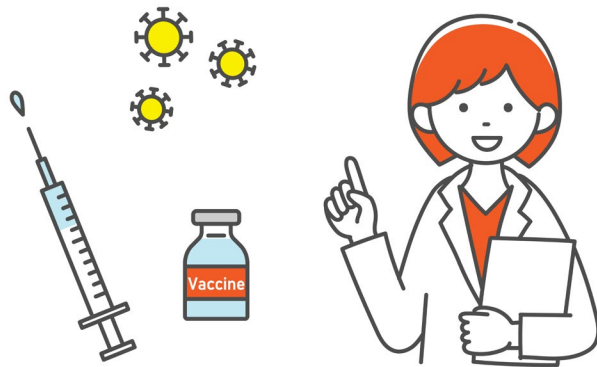
#### Course Significance:

Throughout the emergency planning courses, the importance of checklists has been mentioned. These lists make the plan easy to comprehend and update. This video reviews the main types of checklists that should be included in your emergency plan, and how to maintain them.

#### Learning Objectives:

At the end of the course, you will be able to:

- Describe the purpose of the final checklists
- Describe the main types of checklists you should maintain



### SCCC Vaccines for Older Adults

#### Course Significance:

Learning about all of the vaccines available for older adults can be challenging. The information available to seniors can be difficult to understand, and is sometimes contradictory. Designed for people who work directly with older adults, this course aims to provide basic information on the vaccines recommended for your clients. The information in this course will help you to discuss vaccines with your clients and to develop awareness campaigns that can lead to an increase in the number of older adults being vaccinated.

#### Learning Objectives:

At the end of the course, you will be able to:

- Describe the benefits of receiving the COVID-19, flu, pneumonia, RSV and shingles vaccines
- Describe the reasons for getting annual COVID-19 boosters and flu shots
- Emphasize the importance of seniors discussing vaccinations with their health care provider
- Start an awareness campaign about vaccines at your senior center