

Barron Canyon Bed and Breakfast Emergency Response Plan

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**Submitted To: Jeff Jackson**

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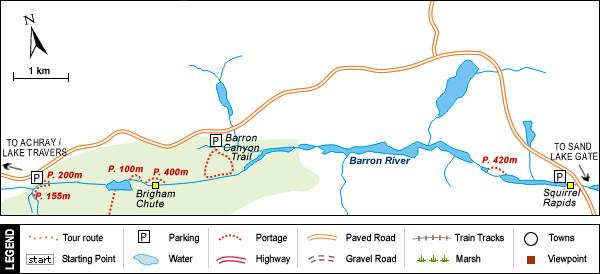
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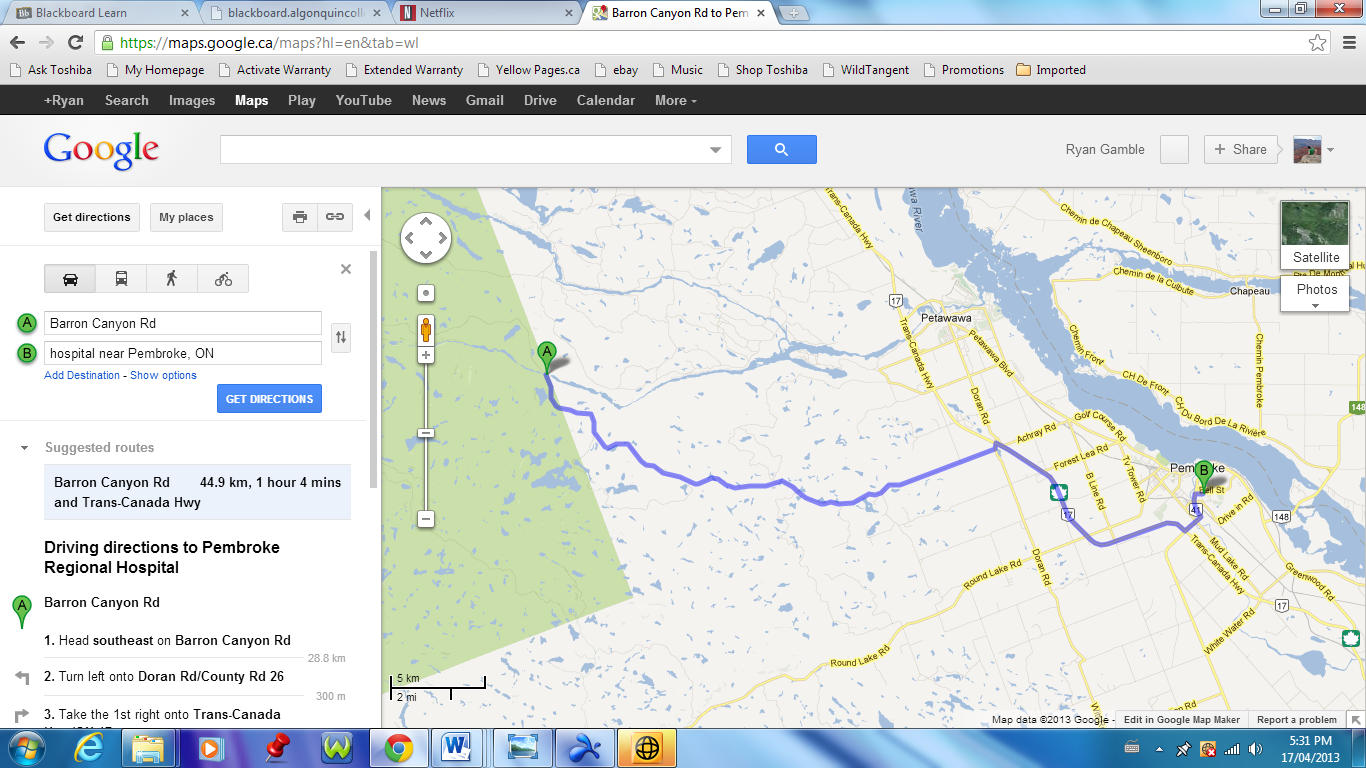
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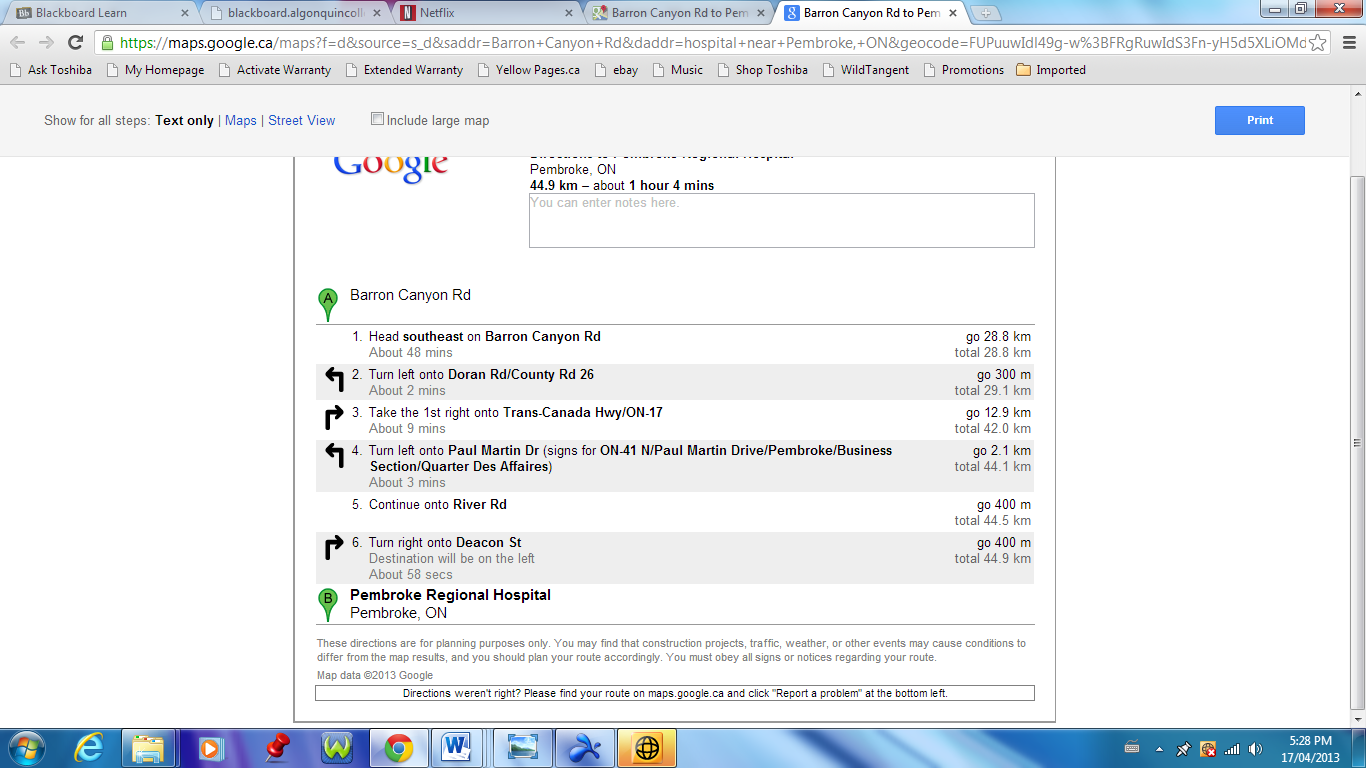
**Emergency Contact Numbers**

|  |  |
| --- | --- |
| **Name** | **Number** |
| Renfrew County EMS | 911 |
| Pembroke Hospital | (613) 732-2811 |
| Pembroke Police | (613) 732-5769 |
| Pembroke OPP 24 hour emergency | 1 888 310- 1122 |
| Pembroke Fire Department | (613) 735-6821 x1201 |
| Poison information centre | 1 800 267-1373 |
| Algonquin Park Office | (705) 633-5572 |
| Wendy Tredmore | (613) 735-2556 |
| Fred Nelson | Work: (613) 232-7854 x8759  Home: (819) 638-9854  Cell: (819) 256-8745 |
| Barron Canyon Bed and Breakfast | Tel: (613) 735-8947  Fax: (613) 735-8246 |

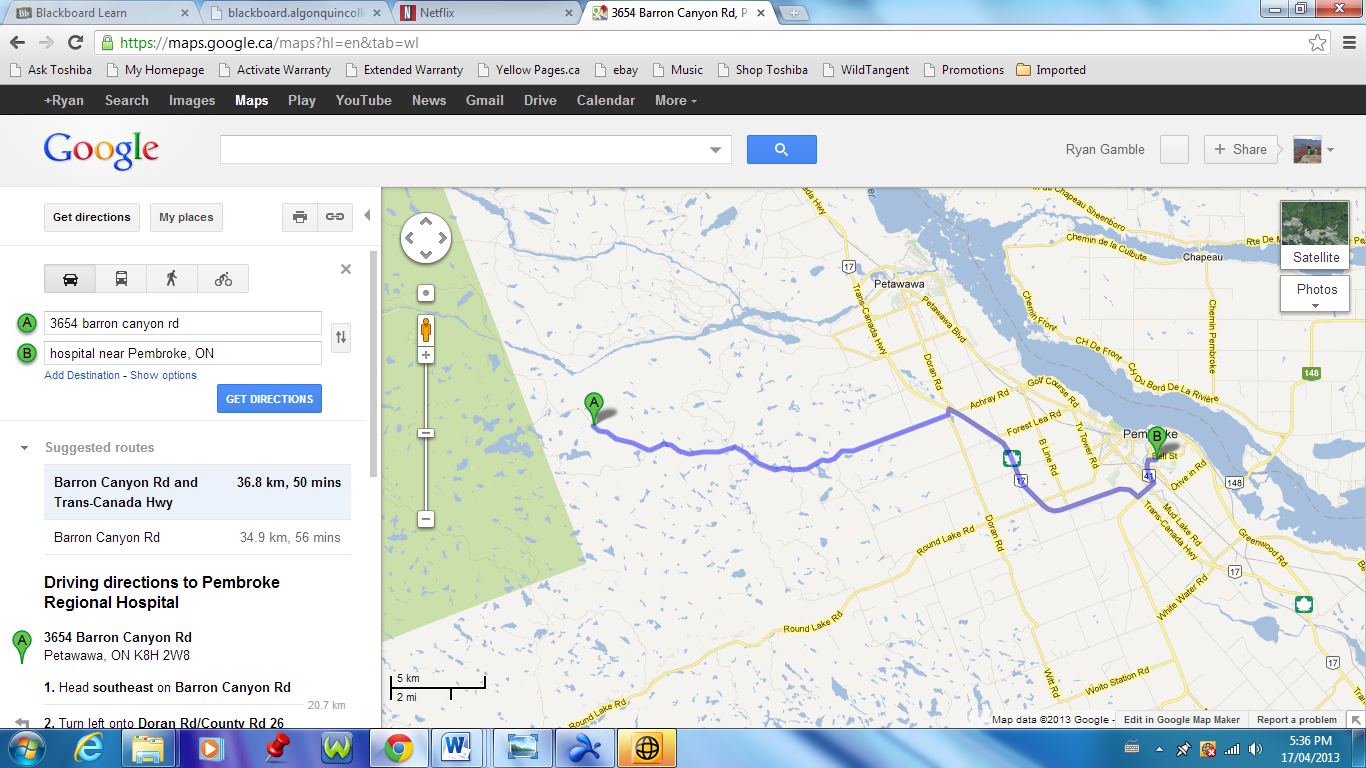
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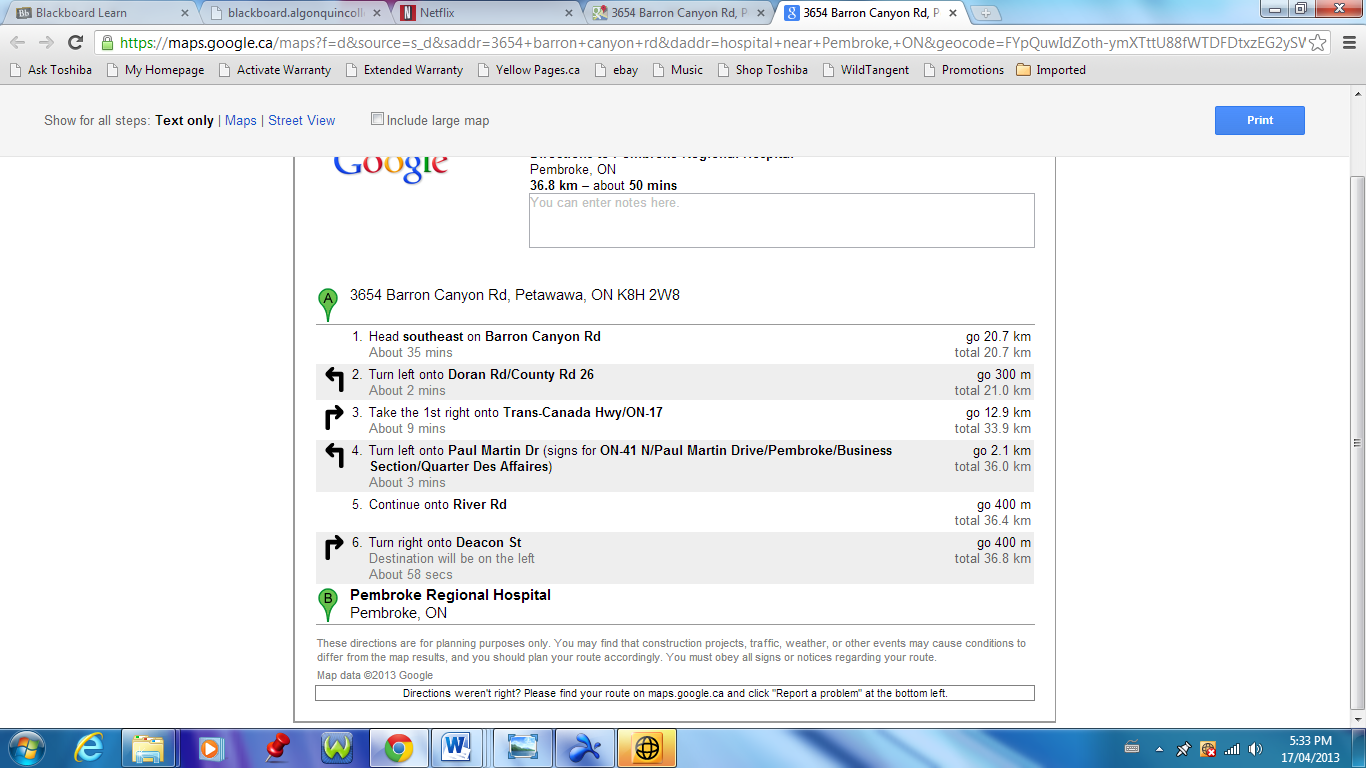
**Directions from Take out to Nearest Hospital (Pembroke Regional Hospital aka. PRH)**

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**Directions from Barron Canyon Bed and Breakfast (PRH)**

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**Purpose**  
  
The purpose of this Emergency Response Plan (ERP) is to outline the actions to be followed in the in case of an injury, accident, issue or any emergency that involves Barron Canyon Bed and Breakfast (B&B)

The main objective of the Barron Canyons B&B ERP is to ensure proper actions are taken in an emergency situation and to prevent the problem from becoming more serious. The plan is designed to cover all aspects of the new day trip programs offered by B&B. The ERP is only to be used as a guideline and must be flexible, the following procedures do no replace common sense, or the knowledge of those performing them.   
All levels of management (guides, staff, managers, owners) are required to be familiar with the ERP as well as have access to a copy at all times. Guides will carry a copy on trips with them to reference if an emergency is to occur.

**Definition of an Emergency**   
  
An emergency is defined as a sudden crisis that poses an immediate threat to health, life, or property usually involving danger and requires immediate actions to be taken to prevent a situation from worsening. Some examples of emergencies include but are not limited to:

* A situation that has a risk of endangering clients, staff or bystanders.
* An injury or illness that requires the evacuation of client or staff
* Serious environmental hazards
* Behavioral issues of client requiring them to be removed from activity
* An event that could harm the public image of Barron Canyon B&B
* Loss of client
* Equipment Failure
* Logistical error stranding group on road or field

**Communication Flow**

The following establishes who will communicate with whom during and after an emergency situation. All information needs to be communicated accurately, in a timely manner it is recommended that a log of information should be kept.

1. Field staff contacts EMS if required

2. Field Staff contacts Office/ Manager Wendy Tredmore Phone #:(613) 735-2556

3 Manager notifies Business Owner Fred Nelson Work# (613) 232-7854 x8759 Home# (819) 638-9854 Cell# (819) 256-8745   
4. Business Owner notifies family members if necessary

5. Media questions are referred to Business Owner

**Roles and Responsibilities**

Field Staff

* Be the First Responders (WFR certified)
* Notify EMS if needed
* Use Emergency Response Plan
* Fill out SOAP note
* Manage Risk
* Notify Managing Owner (Wendy Tredmore)

Managing Owner (Wendy Tredmore)

* Make sure staff understand ERP
* Oversee all that is being done during an emergency
* Notify Business Owner (Fred Nelson)
* Advises changes to Risk Management

Business Owner (Fred Nelson)

* Manage Media
* Makes a paper trail in an emergency
* Create overview report of crisis for field staff
* Decide who needs to know what information
* Notify Families

Handy Man (Phil Mutlock)

* During Crisis keeps business operations running during emergency

**Pre Trip Protocols**

**1-Day Canoe Trip**

* Guide to client ratio 1:6
* Guides require SRT training and paddle Canada certification (moving water canoe instructor tandem/solo)
* At least one guide requires WFAR training
* Proper emergency equipment (first aid/ med kit)
* Satellite/cell phone (with emergency numbers programmed in phone)
* Copy of ERP
* GPS/Map/Compass

**Interpretive Hike**

* Guide to client ratio 1:6
* Guides must have strong interpretive skills
* Search and rescue training
* At least one guide with WFAR training
* Copy of ERP
* GPS/Map/Compass
* Satellite/cell phone (with emergency numbers programmed in phone)
* Proper emergency equipment (first aid/ med kit)

**General Guidelines That Require Evacuation**

1. Deteriorating Conditions
2. Severe Pain
3. Shock
4. Inability to walk
5. Severe or ongoing bleeding
6. Chest pain
7. Worsening infection
8. Near drowning
9. Psychological disorder that potentially harms others
10. Serious wounds or burns
11. Serious mechanism of injury
12. Harmful environmental conditions
13. Fatality in the field

**Risk Assessment**

(Likelihood + Consequence + Exposure) x preventability = Risk Total

**Likelihood Scale**: 1 unlikely, 2 Possible, 3 Probable, 4 Likely, 5 certain

**Consequence Scale**: 1 none, 2 minor severity, 3 moderate severity, 4 Severe, 5 Catastrophic

**Exposure Scale**: 1 Rarely-None, 2 Minimal, 3 Frequent, 4 Regular, 5 Continuous

**Preventability Scale:** 1 Completely Preventable, 2 Somewhat Preventable, 3 Hard to Prevent

The Risk Total determines the amount of risk involved.

1 – 15Low risk (Routine attention required)

15 - 30 - Moderate Risk (Review control measures)

30 - 45 High Risk (Improve control measures immediately and consider discontinuing)

**Canoeing**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Hazard** | **Likelihood** | **Consequence** | **Exposure** | **Preventability** | **=** | **Risk Total** |
| **Cuts and bruises** | 3 | 2 | 3 | 2 | = | 16 |
| **Muscle strain** | 3 | 2 | 3 | 2 | = | 16 |
| **Sunburn** | 2 | 2 | 4 | 1 | = | 8 |
| **Drowning** | 1 | 4 | 4 | 2 | = | 16 |
| **Head injury** | 2 | 4 | 1 | 2 | = | 14 |
| **Animal attack** | 1 | 4 | 1 | 2 | = | 12 |
| **Previous medical conditions** | 2 | 3 | 2 | 3 | = | 21 |
| **Illness due to cold, virus, food** | 2 | 2 | 2 | 2 | = | 12 |
| **Inadequate personal fitness** | 2 | 2 | 4 | 3 | = | 24 |
| **Weather conditions, wind, rain** | 2 | 2 | 4 | 3 | = | 24 |
| **hypothermia** | 2 | 3 | 3 | 1 | = | 8 |

**Interpretive Hiking**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Hazard** | **Likelihood** | **Consequence** | **Exposure** | **Preventability** | **=** | **Risk Total** |
| **Cuts and bruises** | 3 | 2 | 3 | 2 | = | 16 |
| **Muscle strain** | 3 | 2 | 3 | 2 | = | 16 |
| **Sunburn** | 2 | 2 | 4 | 1 | = | 8 |
| **Blisters** | 4 | 2 | 3 | 2 | = | 18 |
| **Head injury** | 2 | 4 | 1 | 2 | = | 14 |
| **Animal attack** | 1 | 4 | 1 | 2 | = | 12 |
| **Previous medical conditions** | 2 | 3 | 2 | 3 | = | 21 |
| **Illness due to cold, virus, food** | 2 | 2 | 2 | 2 | = | 12 |
| **Inadequate personal fitness** | 2 | 2 | 4 | 3 | = | 24 |
| **Weather conditions, wind, rain** | 2 | 2 | 4 | 3 | = | 24 |
| **Dehydration** | 2 | 3 | 3 | 1 | = | 8 |