

Wisconsin Veterans Home at King
EMERGENCY PLAN – LOSS OF HEAT

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Applies To:

- All Wisconsin Veterans Home-King (WVH-K) staff, members, volunteers and visitors

Policy:

- The cause of loss of heat shall be quickly identified.
- Efforts shall be made to minimize the amount of buildings (if possible) affected by the loss of heat.

Procedures:

1. Loss of heat from Power Plant:
 - A. Power Plant operator contacts Emergency Services concerning situation.
 - B. Emergency Services contacts Power Plant Superintendent and a determination of which personnel should respond is made.
 - C. Power Plant Superintendent assess situation and informs Administration as needed.
2. Loss of heat outside Power Plant:
 - A. Contact Emergency Services with the initial report.
 - B. Emergency Services assesses situation:
 - 1) Calls Power Plant if an immediate shut down is needed.
 - 2) Calls Power Plant Superintendent or Maintenance Superintendent with situation to assess which personnel needs to respond.
 - C. Responding Personnel:
 - 1) Isolate heat loss to lowest number of buildings, single building or a piece of equipment.
 - 2) Inform Power Plant Superintendent or Maintenance Superintendent, Emergency Services and Administration of situation and time for recovery.
3. Recommendations for building(s) heat loss in warm or cold weather situations:
 - A. Shut down of Air Handling units to retain heat in the building(s) (if applicable).
 - B. Issue blankets, approved heaters or clothing that may be used to keep member warm.
 - C. Reduce or suspend shower, laundry, or kitchen usage of domestic water if affected.
 - D. Make preparations for temporary heating if needed.