

Belmont HOUSE

SUBJECT:	Identification Tags, Resident Emergency		
VOLUME:	Vol. 6 Disaster Planning and Emergency Response	ORIGINAL DATE:	May 2002
REVIEWED BY:	Director of Support Services	REVISED DATE:	January 2021
APPROVED BY:	CEO	PAGE :	Page 1 of 2
SIGNATURE:			

POLICY:

An Emergency I.D. Tag will be prepared for residents and tenants within one week of admission.

PURPOSE:

- a. To identify residents and tenants during an evacuation or relocation;
- b. To provide emergency personnel or host facility with immediate access to pertinent information.

PROCEDURE:

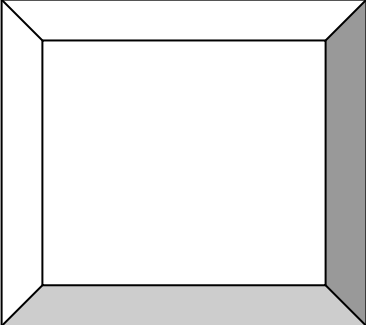
- 1) Emergency I.D. tags will be prepared after admission for residents and tenants.
- 2) Emergency I.D. tag for residents and tenants will be kept in the emergency supply cupboard located in the storage room at the west end of the Children's area on Belmont West.
- 3) Emergency I.D. tags must be updated;
 - When resident/tenant is transferred to another unit or apartment,
 - Next of Kin information changes;
 - Picture no longer looks like resident;
 - New pertinent information is available.
- 4) The new information regarding Next-of-Kin information will be obtained by the Nursing Department or the Accounting Manager and updated on the database.
- 5) Residents' information to be reviewed annually at Care Plan meetings.

Belmont HOUSE

Policy Title:	Identification Tags, Resident Emergency	Volume:	V6- Emergency Response
------------------	--	---------	---------------------------

EMERGENCY IDENTIFICATION TAG

From: Belmont House
55 Belmont Street
Toronto, ON
M5R 1R1
(416) 964-9231



Allergies:

Medical History:

Dr./ name
Medico pharmacy