**Heat Related Illness Prevention and Management Plan – Preparation and Planning**

*Preparation and Planning outlines the actions taken by each department in advance of the hot weather season to prepare for hot weather conditions.*

**Administration**

* Develop and review policies and procedures relating to preparation, planning, prevention, and management of resident heat illness and that incorporate the individual attributes of the home environment.
* Implement annual staff education and training program on heat related illness.
* Make available appropriate cooling equipment and other resources.
* Monitor and assess the need to declare a heat related emergency.

**All Staff**

* Complete annual education program on heat related illness.
* Contribute to interdisciplinary care planning for heat related illness.
* Review policies and procedures for health-related emergencies.
* Identify additional cooling resources as warranted.

**Medical/Nursing**

* Complete resident heat risk assessments for seasonal risk relating to hot weather.
* Notify residents and their families of requirements for appropriate hot weather clothing and accessories.

**Food Service/Nutritional Care**

* Develop enhanced hydration protocols including the type, amount, and frequency of fluids to be offered to residents during hot weather conditions.
* Plan alternate menus to replace hot entrees and support the reduced use of heat generating equipment.
* Develop protocol for residents with dysphasia who require thickened fluids.
* Assess and develop a plan for each resident’s hydration status and determine any risks related to hydration e.g. altered fluid requirements including those residents on enteral nutritional replacement therapies, fluid restrictions, thickened fluids, residents that require assistance to drink, etc.
* Assess the need for and provide electrolyte replacement as required**.**

**Programming**

* Develop seasonal programs or modify existing programs for hot weather to decrease physical exertions.
* Identify cooler areas of the home interior and protected outdoor areas for programs.
* Plan for the distribution of additional fluids during activity programs with input from dietary department staff.
* Plan community outings that are located in appropriate cool settings and include the use of air-conditioned transportation.
* Plan for availability of cool rest/break areas during outdoor activities especially during peak hot times of the day.

**Maintenance**

* Review and update the home’s hot weather contingency plan.
* Review and update the building and equipment audit program including a review of strategies for keeping the building as cool as possible.
* Review and implement agreements with external contractors’ responsibility for building systems to support preventative maintenance of cooling systems (Modern Niagara).
* Ensure generator is functional with backup fuel supplies.

**Office Staff**

* Record and monitor air temperatures for at least two resident’s bedrooms, in different parts of the home, as well as one common area once every morning, once every afternoon between 12 p.m. and 5 p.m., and every evening or night.