

# ESTABLISHING PROTOCOL FOR ACTIVE SHOOTER INCIDENTS

**EDUCATE SIMPLIFY** SIMPLIFIED THESE MEASURES INTO FIVE POINTS. WE CALL IT THE **5 C'S**.



## 1. COLLABORATION PLAN

- Planning a course of action with law enforcement (Police) prior to the incident. This includes giving them access to the facility's controlled area, life safety drawing, and layout of Incident Command (IC) center locations for quick response. Appoint a liaison with whom the police can get in touch.

## 2. COMMUNICATION PLAN

- Setting up a major means of communication to report an ongoing incident to the Police, staff, and concerned family members such as sending automated messages or coded scripts for the IC to use. We also encourage having the Public Information Officer join the P.I.O. associations for information-sharing regulation.



## 3. CONSTRUCTION PLAN

- Create systems and procedures that will "lock down" the building and forbid walk-in persons (including any entrance for a dedicated employee) while in course of an event.



## 4. CONTINUOUS TRAINING

- Conduct training and practicals for employees (health workers, IC security staff, maintenance, etc.) on how they should respond to active shooter incidents in accordance with their roles. This includes safeguarding patients, practices when the Police arrived, and mitigation strategies. Drills should be conducted with informed patients and visitors or done in an unoccupied building.



## 5. RECOVERY PLAN

- As part of post-event evaluation, the facility should conduct debriefings and assess any anxiety or fear developed in patients, staff, and leaders. This could happen right away, for some days, or weeks following the incident. Use chaplain services, your company's EAP, or behavioral health resources when necessary.

