

IT HAPPENED...

You Come to Work and Find..

- ★ There is a serious outbreak of the H1N1 Virus in your community
- ★ A Natural Disaster occurs in your area
- ★ A power outage has computers down
- ★ A fire in your facility caused smoke damage to your library
- ★ A pipe burst in the ceiling

YOU Planned Ahead...

Now these resources from the NN/LM Toolkit are at your fingertips:

- ★ YOUR Service Continuity Plan
(The 10-Step Plan ...Simple!)
- ★ YOUR Disaster Plan for YOUR
 - ★ Small or Medium Institution
 - ★ Resource Library
 - ★ Hospital Library
 (something for everyone!)
- ★ Sample Memorandum of Understanding (MOU) or Mutual Aid Agreement
(doesn't need to be complicated)
- ★ Disaster Recovery Companies
(their number is in your Rolodex AND in your 10-Step Plan)



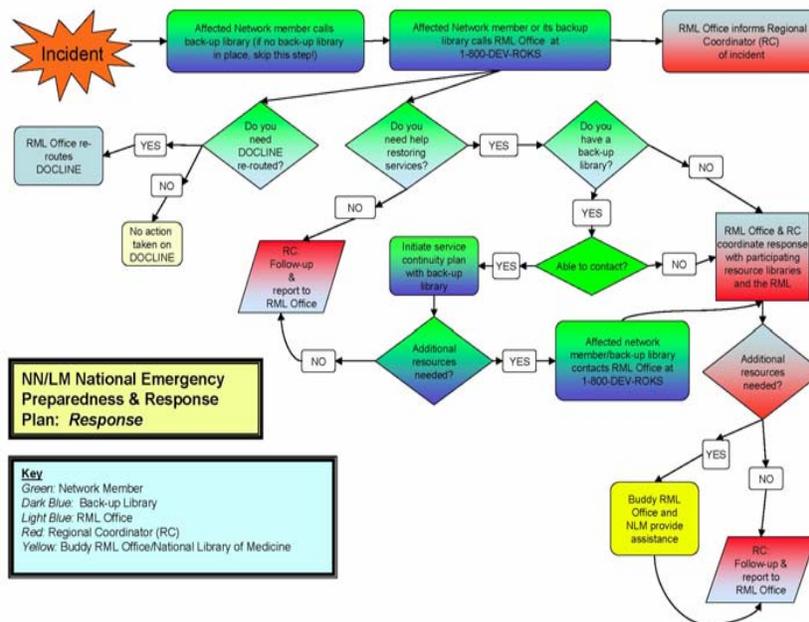
Preparedness Has Its Rewards: National Emergency Response Plans for Libraries



Maryann Mlodzik, MLIS
Western Reserve Hospital
Cuyahoga Falls, OH



Barbara Platts, MLIS, AHIP
Munson Healthcare
Traverse City, MI



Key Points to Consider

- ★ **YOU** prepared. **YOU** have a Disaster Plan.
- ★ **YOU** have a Backup Library.
- ★ **YOU** have an agreement with that Backup Library.
- ★ **YOU** have a Service Continuity Plan (SCP).
- ★ **YOU** have your Regional Coordinator's name & number at hand.

REMEMBER:

YOU ARE NOT ALONE!

YOU Have Several Life Lines:

- ★ **YOUR** Regional Medical Library Office @ **1-800-DEV-ROKS**
- ★ **YOUR** Backup Library
- ★ **NN/LM** Toolkit @ <http://nmlm.gov/ep>
- ★ **YOUR** Regional Coordinator

Your Regional Coordinators are ready to assist you by:

- ★ Acting as a liaison between the National Network of Libraries of Medicine (NN/LM), Greater Midwest Region (GMR) and network members in his/her state
- ★ Being an active member of the disaster response team during an emergency situation, along with representatives from the affected network member library, the designated back-up library, and the GMR Office
- ★ Assisting with the facilitation of locating a back-up library for network members as needed
- ★ Reporting back to the GMR Office following the disaster recovery process and send recovery debriefings
- ★ Providing additional resources/services as needed
- ★ Promoting the NN/NLM Emergency Preparedness Plan and toolkit to network members
- ★ Participating in the Emergency Preparedness Working Group