POLICY: It is the policy of the Division of Mental Health and Developmental Services (MHDS) to maintain the capacity for psychological first response within the State of Nevada.

PURPOSE: This policy serves to ensure that the Division is prepared to assist a statewide disaster response by collaborating with other disaster response efforts at State and local levels.

SCOPE: Division wide

RESOURCE: National Incident Management System (NIMS)

PROCEDURES:

I. The Program Planning and Performance Improvement Director will serve as the Statewide Disaster Preparedness and Response Coordinator with responsibility for overall statewide MHDS disaster preparedness and response operations. This position is the liaison between the Division and other state agencies with roles and responsibilities in disaster situations.

   This position is also responsible for assuring that all disaster response program activities are compatible with the National Incident Management System (NIMS).

II. MHDS will identify two regional Preparedness and Response Coordinators (one in the north and one in the south) who report to the Statewide Disaster Preparedness and Response Coordinator.

III. The MHDS Regional Preparedness and Response Coordinators will be responsible for maintaining the regional level disaster plans developed at the agency level, and the recruitment, retention, and training of the Division's Crisis Counselors/disaster responders.

IV. During a presidential or governor declared disaster, the Northern Regional Disaster Preparedness and Response Coordinator will be responsible for reporting to the State's Emergency Operations Center (SEOC) in Carson City when requested by the Department of Emergency Management (DEM). This includes primary responsibility to operate and direct the Emergency Support Function (ESF) 8-1. The Southern Regional Preparedness and Response Coordinator will serve as a backup for SEOC functions, as well as participate, if needed, in the Clark County Emergency Operations Center (EOC).

VI. The regional coordinators are responsible for coordinating with Division Agency staff to identify and maintain contact information for crisis counselors. They will also maintain and distribute crisis counseling/disaster responder toolkits.

VII. Agency crisis counseling/disaster response personnel will be easily identifiable by their Division identification badge, a secondary form of government issued identification,

and their light blue Community Support Vest, which will be provided by the Division within the disaster response toolkit.

VIII. The specific duties and overall responsibilities of the Division are outlined in two official documents/plans:

- 2009 (June) MHDS All Hazards Disaster Response and Preparedness Tactical Plan, and
- 2010 MHDS Central Office (North and South) All Hazards Disaster Plan.

IX. Each Division agency shall develop and maintain written procedures to implement the provisions of this policy or shall incorporate this policy into their agency policies.

Harold Cook

Administrator

EFFECTIVE DATE: 11/30/97
REVISED / REVIEWED DATE: 07/20/07, 05/21/09, 07/07/10
SUPERSEDES: # 4.001 Disaster Response Plan
APPROVED BY MHDS ADMINISTRATOR: 08/06/10
APPROVED BY MHDS COMMISSION: 09/17/10