

# EMS Emergency Planning Guidance

## Overview

Emergency planning is one of the most integral steps in fulfilling your agency's mission. The role of emergency planning is to ensure that, through effective preparation, your agency will be positioned to achieve short and long term response and recovery during an emergency event. Emergency planning will assist your agency in making decisions on priorities and resource allocations prior to an emergency event. It will also assist agencies by providing guidance for multiyear plans and budgets.

## The benefits of emergency planning include:

- Building a consensus around organizational goals, objectives, and priorities.
- Providing the basis for resource allocations and operational planning.
- Defining baselines for controlling outcomes
- Helping to evaluate the agency's ability to operate and recover in an emergency event.

Emergency plans have been utilized by every type of agency throughout the state and nation from local emergency management agencies to the Department of Defense. To make these plans effective, they must be communicated within your local emergency planning committees with the expectations of other agencies shared.

## What Is Emergency Planning

The operational planning with which most agencies are familiar deals with how to get things done and with the resources needed (people, money, facilities, time and information) to carry out tasks. Emergency planning takes this one step further and defines how your agency will accomplish response goals in the event of a large scale or disaster event. In EMS, organizations handle emergencies every day. What should be addressed in emergency planning is not the everyday emergencies that you expect, but large scale or disasters that exceed your agencies capability to respond.

## EMS Emergency Planning Guidance and Best Practices

The Kansas Department of Health & Environment's Center for Public Health Preparedness in cooperation with the regional EMS councils are providing this EMS planning guidance and best practices to the urban and rural EMS agencies throughout the state in an effort to increase the awareness of emergency planning and the EMS role within it.