

THE WILLITS HARRAH SENIOR CENTER

dedicated to senior citizen well-being through a wide variety of services & activities

1501 Baechtel Road • Willits, CA 95490

OPEN HOURS: Monday through Friday 8:00am to 5:00pm • 459-6826

Meals on Wheels (MOW) Home Delivered Meals
Emergency Procedures

Dear Meals on Wheels Client,

Please read and sign your name indicating that you understand and agree with these emergency procedures. Moreover, when you know you will not be at home but wish a meal to be delivered, signing this form will grant permission for the MOW driver to enter your home to deliver the meal.

- 1) In the event a MOW driver has cause to be concerned that you have fallen or appear to be unconscious, **he/she will immediately call 911** to request Emergency Medical Assistance (ambulance) and then inform the Senior Center.
- 2) In other uncertain situations, after repeated knocking and calling out *Meals on Wheels* and finding your doors locked, but no one is responding, the MOW driver will then call your home phone. **If no one answers your home phone, these measures will be taken:**
 - The driver will immediately report in to the MOW Coordinator at the Senior Center.
 - The MOW Coordinator will also call your home phone; if still no one picks up, then calls will be made to persons listed on your MOW intake card in this order:
 - a) Emergency Contacts, and neighbors and/or apartment manager if known;
 - b) your doctor’s office to determine if you were there or had just been there; and,
 - c) Howard Memorial Hospital.
 - If your whereabouts still remains unknown, the MOW Coordinator will inform the Senior Center Outreach Staff; a staff member will be dispatched to your residence to further assess the situation including the possibility that you could be inside in some manner of distress and if 911 should be called to request a personal well-being check by the Willits Police Department.

Your Name: _____

Home Address: _____ **Phone #:** _____

Emergency Contact: _____ **Phone #:** _____

Physician’s Name: _____ **Phone #:** _____

Yes, the MOW driver has my permission to enter my unlocked home to deliver meal.

Your Signature

Date