

Annex N: Active Shooter

Response checklist

Use this checklist with the ICS command structure guides for an active shooter situation.

	Checklist
<input type="checkbox"/>	<p>If an active shooter is in the facility RUN, HIDE, and as a last resort FIGHT.</p> <ul style="list-style-type: none"> • If your life is in imminent danger and you need to fight, be as aggressive as possible. • If time permits, arm yourself with a fire extinguisher or other heavy objective to use as a weapon
<input type="checkbox"/>	Announce to the facility to warn staff of situation
<input type="checkbox"/>	<p>Assist residents and visitors to take cover behind doors, heavy furniture, or on floor.</p> <ul style="list-style-type: none"> • Take refuge behind locked doors. If possible, cover windows by drawing blinds or taping paper in the window • Lock or secure doors by any means available (i.e., barricade doors with heavy furniture) • Turn off lights • Turn off any source of noise (radio, television) • Put cell phone on silent • Remain quiet
<input type="checkbox"/>	When safe to do so, dial 9-1-1 and maintain contact with the dispatcher to provide and receive information.
<input type="checkbox"/>	Do not attempt to move wounded victims. Notify law enforcement of their location as soon as it is safe to do so.
<input type="checkbox"/>	Initiate lockdown procedures only if appropriate to control facility access.
<input type="checkbox"/>	<p>When law enforcement arrives follow their directions.</p> <ul style="list-style-type: none"> • Put down items in your hands • Always keep your hands up and visible • Do not make sudden movements toward officers • Avoid screaming and yelling

For more information go to [CAHF-DPP | Active Shooter in Long Term Care](https://www.cahfdisasterprep.com/activeshooter)
(<https://www.cahfdisasterprep.com/activeshooter>)