



Extreme Heat Event Checklist

LOW Level – Correlates with National Weather Service (NWS) Excessive Heat Outlook or Watch

LOW Level actions may be implemented within one week prior to a forecasted extreme heat event. Low level actions define as: Moderate to Strong Heat: 85-90 degrees projected over 2-3 days or based on public health needs.

DPH DOC and City EOC WILL NOT BE ACTIVATED.

1. PHEPR Director, Manager, and Coordinator will receive notification from NWS and/or DEM Duty Officer on projected extreme heat forecasting. Review environmental conditions. See NWS website for specific alert: [San Francisco Bay/Monterey, CA Forecast](#).
2. PHEPR Director will contact DPH ISC members regarding heat information.

Message to be sent by PHEPR Director:

Highlighted sections should be tailored to the specific event.

Send to these contacts (copy & paste)	Agencies reached	Message to be sent (copy & paste)
	DPH Leadership	<p>Hello all –</p> <p>The National Weather Service has issued a heat xxxx for San Francisco. Increased temperatures are expected in the San Francisco Bay over xxxx (insert the next few days, weekend, etc.)</p> <p>Please plan accordingly for your facilities and be aware of the impact on patients as well as on staff working over the next few days/weekend.</p> <p>Keep up with the latest conditions and alerts from NWS: NWS SF Bay Area/Monterey Forecast</p>

3. PHEPR designee (typically Coordinator, may be Manager) will implement the following communications plan upon notice of a LOW Level event. The specific messaging and contacts are delineated below based on NWS notification. To ensure the safety of all San Franciscans, PHEPR designee may still send heat related notifications even if NWS does not issue an alert. Messaging for this scenario is also delineated below.



A. Message to be sent if NWS issues alert:

Send to these contacts (copy & paste)	Agencies reached	Message to be sent (copy & paste)
	DPH Website (IT) & PIO - Twitter/Facebook	<p>Hello all, The National Weather Service has issued a heat xxxx. Increased temperatures are expected in the San Francisco Bay over xxx (insert the next few days, weekend, etc). We would like to post information on the DPH website and social media about heat. Please see messages below for posting.</p> <p>-----</p> <p>Request the following be posted on DPH website:</p> <p>The National Weather Service is predicting increased temperatures in the San Francisco Bay Area from xxxx to xxxx. Prepare for the heat by pulling the shades down during the day and keeping the windows open at night. Drink water and try to keep out of the sun. When it is very hot outside, stay inside, preferably in places with air conditioning. For relief from the heat, consider visiting a community center, movie theater, congregation, public library, swimming pool, or shaded park. For more information please refer to the following:</p> <ul style="list-style-type: none"> ▪ Extreme Heat FAQs ▪ Heat Wave Multilingual <p>Request for Twitter/Facebook</p> <p>Twitter: Heat wave in #SF: abnormally hot weather lasting 2+ days. #BeatTheHeat Tips: https://goo.gl/hlFoao #HeatSafety</p> <p>PHOTO to include: http://goo.gl/FKIkXL</p> <p>Facebook: Increased temperatures are expected in the San Francisco Bay Area over xxx. Prepare for the heat by pulling the shades down during the day and keeping the windows open at night. Drink water and try to keep out of the sun. When it is very hot outside, stay inside, preferably in places with air conditioning. For relief from the heat, consider visiting a community center, movie theater, congregation, public library, swimming pool, or shaded park. For more information please refer to the following:</p> <ul style="list-style-type: none"> ▪ Extreme Heat FAQs ▪ Heat Wave Multilingual



A. Message to be sent if NWS issues alert (continued):

Send to these contacts (copy & paste)	Agencies reached	Message to be sent (copy & paste)
	<ul style="list-style-type: none"> • DPH Healthcare Coalition • Medical Respite & Sobering • 311 • Dept. of Homelessness & Supportive Housing (HSH) • Dept. of Aging & Adult Services • Human Services Agency • Office of Civic Engagement and Immigrant Affairs • Dept. of Emergency Management • Mayor's Office on Disability • Neighborhood Empowerment Network • Dept. of Children, Youth, and Families • Housing Authority • Interfaith Council • SF Community Clinic Consortium • SF CARD 	<p>Dear Partners,</p> <p>The National Weather Service is predicting increased temperatures in the San Francisco Bay Area from xxxxx to xxxxx. Prepare for the heat by pulling the shades down during the day and keeping the windows open at night. Drink water and try to keep out of the sun. When it is very hot outside, stay inside, preferably in places with air conditioning. For relief from the heat, consider visiting a community center, movie theater, congregation, public library, swimming pool, or shaded park. For more information please refer to the following:</p> <ul style="list-style-type: none"> ▪ Extreme Heat FAQs ▪ Heat Wave_Multilingual <p>Please share with your partners, clients, and staff.</p>



B. Message to be sent if **NO NWS alert issued:**

Send to these contacts (copy & paste)	Agencies reached	Message to be sent
	<ul style="list-style-type: none"> DPH Website (IT) & PIO - Twitter/Facebook 	<p>Hello all,</p> <p>Increased temperatures are expected in the San Francisco Bay over xxx (insert the next few days, weekend, etc). We would like to post information on the DPH website and social media about heat. Please see messages below for posting.</p> <p>-----</p> <p>Request the following be posted on DPH website:</p> <p>The National Weather Service is predicting increased temperatures in the San Francisco Bay Area from xxxx to xxxx. Prepare for the heat by pulling the shades down during the day and keeping the windows open at night. Drink water and try to keep out of the sun. When it is very hot outside, stay inside, preferably in places with air conditioning. For relief from the heat, consider visiting a community center, movie theater, congregation, public library, swimming pool, or shaded park. For more information please refer to the following:</p> <ul style="list-style-type: none"> Extreme Heat FAQs Heat Wave_Multilingual <p>Request for Twitter/Facebook</p> <p>Twitter: Heat wave in #SF: abnormally hot weather lasting 2+ days. #BeatTheHeat Tips: https://goo.gl/hlFoao #HeatSafety</p> <p>PHOTO to include: http://goo.gl/FKIkXL</p> <p>Facebook: Increased temperatures are expected in the San Francisco Bay Area over xxx. Prepare for the heat by pulling the shades down during the day and keeping the windows open at night. Drink water and try to keep out of the sun. When it is very hot outside, stay inside, preferably in places with air conditioning. For relief from the heat, consider visiting a community center, movie theater, congregation, public library, swimming pool, or shaded park. For more information please refer to the following:</p> <ul style="list-style-type: none"> Extreme Heat FAQs Heat Wave_Multilingual



Primary Partners (see list from table A above)	Primary Partners (see list from table A above)	Dear Partners, Increased temperatures are expected in the San Francisco Bay Area over the xxx days. Prepare for the heat by pulling the shades down during the day and keeping the windows open at night. Drink water and try to keep out of the sun. When it is very hot outside, stay inside, preferably in places with air conditioning. For relief from the heat, consider visiting a community center, movie theater, congregation, public library, swimming pool, or shaded park. For more information please refer to the following: <ul style="list-style-type: none"> ▪ Extreme Heat FAQs ▪ Heat Wave_Multilingual
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MEDIUM Level – Correlates with NWS Heat Advisory

MEDIUM Level actions are taken as a result of credible predictions by the NWS of extreme heat within 24 hours or of power outages during warmer than normal weather conditions. During this phase, coordination with regional and state agencies increases. Strong to Extreme Heat: 90-95 degrees projected over 2-3 days.

DOC MAY BE PARTIALLY OR FULLY ACTIVATED. CITY EOC MAY ALSO BE ACTIVATED. Both dependent on event.

4. In addition to #1-3 above:
 - a. Reassess communication needs including follow-up with DEM and DPH PIO to disseminate information via web-based and traditional sources (Twitter, Facebook, AlertSF, E-mail):
 - i. Examples: [NWS Social Media Messaging](#)
 - b. Utilize San Francisco 311 to provide heat-related health information to public
 - c. General message (including FAQ & Multilingual info) to the following groups:

Send to these contacts (copy & paste)	Agencies reached	Message to be sent
	<ul style="list-style-type: none"> • DPH Business Office • Planning Dept. • SF Unified School District • CA Dept. of Social Services • Coalition of Agencies Serving the Elderly • Golden Gate Regional Center • Independent Living Resource Center • Lighthouse for the Blind 	Dear Partners, The National Weather Service is predicting increased temperatures in the San Francisco Bay Area from xxxx to xxxx . Prepare for the heat by pulling the shades down during the day and keeping the windows open at night. Drink water and try to keep out of the sun. When it is very hot outside, stay inside, preferably in places with air conditioning. For relief from the heat, consider visiting a community center, movie theater, congregation, public library, swimming pool, or shaded park. For more information please refer to the following:



	<ul style="list-style-type: none"> • Meals on Wheels • Next Village • Childcare Council • SF Village • HIV Provider Network • Human Services Network • Homebridge • In-Home Support Services • Positive Resource Center • The ARC of San Francisco 	<ul style="list-style-type: none"> ▪ Extreme Heat FAQs ▪ Heat Wave_Multilingual <p>Please share with your partners and clients.</p>
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HIGH Level – correlates with NWS Excessive Heat Warning (Extreme heat event will occur within next 24 hours)

HIGH Level actions are taken as a result of credible predictions by the NWS of extreme heat within 24 hours or of power outages during warmer than normal weather conditions. Extreme Heat: 95-100 degrees projected over 2-3 days.

DOC MAY BE PARTIALLY OR FULLY ACTIVATED. CITY EOC MAY ALSO BE ACTIVATED. Both dependent on event.

5. In addition to #1-4 above:

- Determine whether a Declaration of Public Health Emergency is warranted by the DPH Health Officer
- Work with DEM PIO and DPH PIO to disseminate information to Primary and Secondary Partners
- Coordinate weather and power updates with state agencies (CDPH, CalOES) and Region 2 constituents
- Healthcare Coordination Unit provide resource and communication support to hospitals and other healthcare facilities