



August 20th, 2024

Dear Valued Family Member,

I am writing this letter to all of the family members of the residents here at Valley Manor.

The FLTCA 2021 directs that all long term care homes complete a **full facility emergency evacuation exercise** every 3 years. That being said, Valley Manor puts the resident's safety first and Valley Manor's Leadership Team is currently in the process of planning for this evacuation exercise which **will take place in the fall** to meet this standard. The date is not communicated due to the fact that it needs to be treated as an unexpected emergency.

This letter is to inform you that your family member will be evacuated outside of the facility only. They will only be outside for a short period of time and then will be brought back inside by our qualified staff.

Valley Manor is committed to conducting this evacuation exercise with the least amount of disruption to your family member while keeping their safety and comfort in the forefront.

This exercise will allow our Leadership Team and staff to be thoroughly trained and knowledgeable in the event of an actual emergency evacuation.

Thank you for your patience and understanding.

Please feel free to contact me directly if you have any questions or concerns.

Regards,

A handwritten signature in blue ink, appearing to read "Trisha DesLaurier", is written over the "Regards," text.

Trisha DesLaurier  
CEO

C/C Valley Manor Board of Directors