



Emergency/Disaster Preparedness

For Long Term Care Facilities


Emergency and Disaster Preparedness

"I have left orders to be awakened at any time in case of national **emergency**, even if I'm in a cabinet meeting."

Ronald Reagan (American 40th US President (1981- 89), 1911-2004)

"It wasn't raining when Noah built the ark."

Howard Ruff (Author and Financial Advisor, Contemporary)



Convalescent Employers Safety Association

- Convalescent Employers Safety Association (CESA), in association with the State Compensation Insurance Fund, provides group workers compensation insurance programs to California nursing homes and residential care facilities. The partnership between CESA and State Fund has provided employers with stable and superior services since 1980.
- CESA members receive an automatic group discount of 6% on their workers' compensation insurance, along with additional benefits and safety services designed to reduce members' occupational injuries.
- www.CESA-Cal.com



Michael Boldt – Presenter

- Licensed Nursing Home Administrator
- Associate of Risk Management
- President of Boldt Risk Management Solutions
- Contracted by CESA to provide long-term Care specific safety and loss control services to CESA member facilities
- www.CESA-Cal.com or www.BRMSinc.com

Emergency/Disaster Preparedness– Schedule

- Introduction 1min
- Regulation 10min
- Incident Command System 12min
- Evacuation 12min
- Disaster Drills 10min
- Exercise/Drill 45min
 - Introduction 2min
 - Conduct Drill 28min
 - Debrief 15min

Emergency/Disaster Preparedness

Regulations

Emergency/Disaster Preparedness— Regulations-Regulating Agencies

- United States Department of Labor – Occupational Safety & Health Administration (OSHA) / California Department of Industrial Relations (Cal/OSHA)
- California Department of Public Health (DPH) /Department of Health Services (DHS)
- Local County Departments of Building and Safety, Fire Marshal, City Inspector, etc

Emergency/Disaster Preparedness— Regulations-Cal/OSHA

- **The Division of Occupational Safety and Health**, better known as Cal/OSHA, protects workers and the public from safety hazards through its Cal/OSHA, elevator, amusement ride, aerial tramway, ski lift and pressure vessel programs, and provides consultative assistance to employers.
- <http://www.dir.ca.gov/dosh>
- Only 10 SNFs Inspected Last Year a 0.6% Chance of Inspection (aprox 1,800 SNFs in CA)

Emergency/Disaster Preparedness— Cal/OSHA SNF Visits June 08-09

	Activity	Opened	St	Type	Sc	Vio	Establishment Name
1	110823069	01/13/2009	CA	Accident	Partial	5	Palm Village Retirement Community
2	112572456	01/07/2009	CA	Accident	Partial		Whispering Hope Care Center
3	118658844	10/23/2008	CA	Complaint	Partial	2	Sierra Hills Care Center Llc
4	110818757	08/26/2008	CA	Complaint	Partial		Kearny Mesa Convalescent Hospital
5	112349601	08/19/2008	CA	Complaint	Partial	2	Covenant Care,Llc,Dbw Pacific Hills Manor
6	309680783	08/19/2008	CA	Prog Other	Partial		Sanhyd Inc Dba Kyakameena Skilled Nursing
7	112308992	08/13/2008	CA	Prog Other	Partial		Compass Health Inc Db Vineyard Hills Health Ctr
8	110562948	08/01/2008	CA	Complaint	Partial		Avaton Care Center
9	111862197	07/10/2008	CA	Complaint	Partial	4	Placerville Pines Care Center
10	112308521	07/09/2008	CA	Prog Other	Partial		Seacrest Convalescent Hospital

Emergency/Disaster Preparedness— OSHA Related Materials

- OSHA Emergency Action Plan Regulations
- Tip Sheet, Planning for Emergencies on the Job
- eTool: Emergency Standards

Emergency/Disaster Preparedness— CDPH/DHS

- The Department of Health Services (DHS), Licensing and Certification (L&C) is reissuing AFL 04-25 to offer educational guidance to long term care providers regarding important statutory and regulatory requirements for external disaster plans. It will be used by surveyors to facilitate the disaster plan review process..... CDPH October 24, 2007
- <http://www.cdph.ca.gov>
- 100% Chance of an inspection

Emergency/Disaster Preparedness— CDPH/DHS-Essential Plan Elements

1. Develop a Customized Written Plan to meet All Potential Emergencies and Disasters
[Code of Federal Regulations (CFR) 42§ 483.75 (m), § 483.470(h)] [Health and Safety Code (H&S) 1336.3(b)]
2. Consult with Local Emergency Planning Officials
[California Code of Regulations (CCR) Title (1) 22 §72251(a), §76563 (a), §76928 (a)]
3. The Plan must be up-to-date and all employees must be trained
[CFR 42§ 483.75 (m), § 42483.470 (h) (2)], [T22 §72551 (c), §76563 (c), §76928 (c), §73549(c)]
4. At least two External disaster drills per year must be conducted with a written report of the drill and action-items follow-up
[CFR §483.75(m), §483.470(h)(2), T22 §72551(c) (d) (e), §76563(c), (d), §76928(c) (d), §73549(d)]

Emergency/Disaster Preparedness— CDPH/DHS-Sheltering in the Facility

1. Provide 72 hours of utilities and supplies for Patients, Staff, and others.
[CCR T22 §72551 (b)(1), §76563(b)(1), §76928 (b)(1), §73549(b)(1)]
2. Prepare for Adequate Staffing
[CCR T22 §72551 (b)(2), §76563(b)(2) &(b)(3), §76928(b)(2)& (b)3, §73549(b)(2) & (3)]
3. Be ready to shift patient care and other essential activities from damaged to undamaged areas of the facility
[CCR §72551 (b)(6), §76563(b)(5), §76928(b)(5)]
4. Anticipate employing useable space for the immediate care of emergency admissions
[72551(b)(4), 76563(b)(4), 76928(b)(4)]

Emergency/Disaster Preparedness— CDPH/DHS-Evacuation

1. Pen reciprocal agreements with nearby facilities to provide temporary care.
[H&S 1336.3(b)]
2. Make transportation arrangements
[CCR T22 §72551(b)(6), §76563(b)(6), §76928(b)(6), §73549 (b)(7)]
3. Identify Evacuation Routes and Prepare a Contact List
[H&S code 1336.3(1), CCR §72552(b)(9), §76561(b)(9), §76928(b)(9)]
4. Outline record keeping procedures
[CCR T22 §72551 (b)(8)& (10), §76563(b)(8)&(10), §76928 (b)(8)&(10), §73549(b)(9)]

Emergency/Disaster Preparedness— CDPH/DHS-Other Considerations

1. Security-Keep Unauthorized Folks Out and Manage Concerned Family Members
[CCR T22 §72551 (b)(11), §76563 (b)(11), §76928 (b)(11), §73549(11)]
2. Discharge to Community if possible -Some Patients may be better off with family during an Emergency
[CCR T22 §72551 (b)(7), §76563 (b)(7), §76928 (b)(7)]
3. Medical Assessment and Treatment of Disaster Related Injuries/Illness – Physical and Mental
[H&S Code 1336.3(3), CCR §72551 (a)(12)]
4. Public Relations Liaison
[CCR T22 §72551 (b)(13), §76563 (b)(12), §73549 (b)(12)]

**Emergency/Disaster Preparedness–
CDPH/DHS-Related Materials**

- Disaster Preparedness tool
- Disaster Plan Requirements
- www.CAHF.org

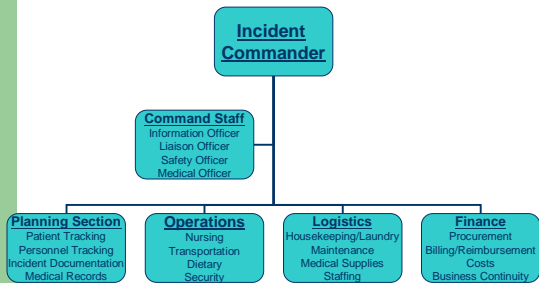
**Emergency/Disaster
Preparedness**

Incident
Command
System

**Incident Command System
Incident Command Center**

- Clearly Identify a Physical Location
- Ensure Internal and External Communications
- Secure the Location
- Communicate Location of Incident Command Center to Appropriate Parties

Incident Command System Organizational Structure



Incident Command System Documentation

- Incident Briefing
- Incident Objectives
- Incident Communications Log (Internal/External)
- Incident Command Organizational Structure
- Operational Log(s)
- Systems Status Report
- Personnel (Volunteer) Time Sheet
- Resident/Patient Tracking Form
- Procurement Tracking Form
- Resource Accounting Form

Incident Command System Documentation- Incident Briefing

- A. Document Initial Response Information and Actions Taken at Startup
 1. Incident Name
 2. Date of Briefing
 3. Time of Briefing
 4. Event History and Current Actions Summary
 5. Current Organization
 6. Notes (Including Accomplishments, Issues, Warnings/Directives)
 7. Prepared by (Incident Commander)
 8. Facility Name
- B. Copies to: Command Staff, Section Chiefs, and Documentation Unit Leader

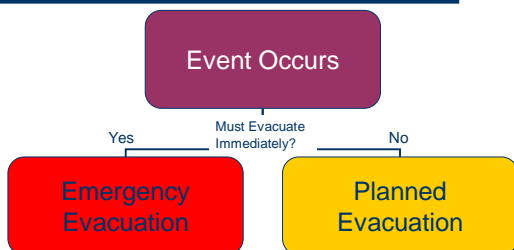
Incident Command System Documentation- Incident Briefing

- A. HICS Form 202:
1. Incident Name
 2. Date of Prepared
 3. Time Prepared
 4. Operational Period
 5. General Command and Control Objectives (Include Alternatives)
 6. Weather/Environmental Implications for Period
 7. General Safety/Staff Messages to be Given
 8. Attachments
 9. Prepared by (Planning Section Chief)
 10. Approved by (Incident Commander)
 11. Facility Name
- B. Copies to: Command Staff, General Staff, and Documentation Unit Leader

Emergency/Disaster Preparedness

Evacuation

Evacuation- Planned or Emergency



Evacuation- Emergency

1. Move Residents to a Safe Area Outside. Collect Personal and Medical Information & Essential Medical Equipment (if safe)
2. Dial 9-1-1
3. Set-Up an Incident Command Center (HICS 201 and 202)
4. Develop an Action Plan, Determine Number of Residents in each Level of Care Category (LTC Form 401) & Facility Evacuation Capability (LTC Form 402)
5. Work with EMS or other authorities to Evacuate Residents in an Orderly Manner
6. Notify Licensing Authorities

Evacuation- Planned

1. Set-Up an Incident Command Center (HICS 201 and 202)
2. Establish Communications with County Emergency Operation Center
3. Develop an Action Plan, Determine Number of Residents in each Level of Care Category (LTC Form 401) & Facility Evacuation Capability (LTC Form 402)
4. Notify Licensing Authorities
5. Collect personal & Medical Information, 72 Hours of Meds, Essential Equip & Clothing
6. Document Names & Destinations (LTC Form 403)
7. Evacuate

Emergency/Disaster Preparedness

Disaster Drills

Disaster Drills- DHS Requirements

A. Practice the Plan

[CFR §483.75(m), §483.470(h)(2), T22 §72551(c) (d) (e), §76563(c), (d), §76928(c) (d), §73549(d)]

1. At least twice a year
2. Mandatory participation in all local and state drills when asked to do so by the agencies conducting the drill
3. Use drills to practice the plan and identify the places where additional training and or equipment is needed
4. A written report of drills must be generated and if concerns are identified, follow-up action must be documented

Disaster Drills- Types of Drills*

- Computer Simulation
- Tabletop Exercises
- Operational Drills involving specific victim scenarios
 - Using mock (volunteer) or paper based clinical descriptions of victims status

* Evaluation of Hospital Disaster Drills: A Module-Based Approach. April 2004. Agency for Healthcare Research and Quality, Rockville, MD. <http://www.ahrq.gov/research/hospdrills/hospdrill.htm>

Disaster Drills- Documenting the Drill

- Name of Facility
- Name of Drill
- Date and Time of Drill (Start – Finish)
- Location of Drill
- Name of Person or Entity Who Designed/Conducted the Drill
- Contact Information for Drill Designer/Conductor
- Type of Drill (Computer Sim, Table Top, Operational)
- Description of Drill
- Objectives of Drill
- Participants
- Documents Produced in the Course of the Drill (Attach to Drill Documentation)
- Findings (What went right, What went wrong)
- Action Items (with responsible party and follow-up date)
- Distribution List
- Action Item Follow-up Documentation.

Emergency/Disaster Preparedness

Planned Evacuation Drill

Planned Evacuation Drill- Customized Hazard ID



Planned Evacuation Drill- Description

- Situation

A large brushfire is burning out of control in Griffith Park. The Los Angeles County Office of Emergency Services has ordered the evacuation of all SNFs within 4 miles of Los Feliz Blvd. I-5 is closed between SR134 and SR2. Respiratory protection should be provided for patients and employees.

Planned Evacuation Drill- Objectives

1. To test the emergency preparedness of Skyline in regards to its ability to respond to a planned evacuation order related to heavy smoke from a brushfire.
2. To identify the most pressing areas of the Disaster/Emergency Preparedness plan and preparations on which to focus.

Planned Evacuation Drill- Expectations

1. Set-Up an Incident Command Center (HICS 201 and 202)
2. Establish Communications with County Emergency Operation Center
3. Develop an Action Plan, Determine Number of Residents in each Level of Care Category (LTC Form 401) & Facility Evacuation Capability (LTC Form 402)
4. Notify Licensing Authorities
5. Collect personal & Medical Information, 72 Hours of Meds, Essential Equip & Clothing
6. Document Names & Destinations (LTC Form 403)
7. Evacuate

Evacuation Drill/Exercise



Disaster Drill/Exercise Debrief

- What Went Right
- What Went Wrong
- Action Items

**Emergency/Disaster
Preparedness**

Thank You
