

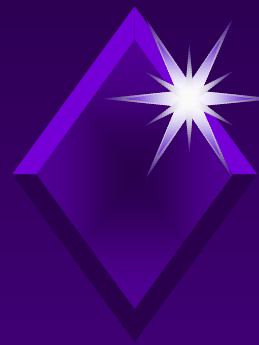


*Off-Site Emergency
Preparedness*

Mark Cavanaugh

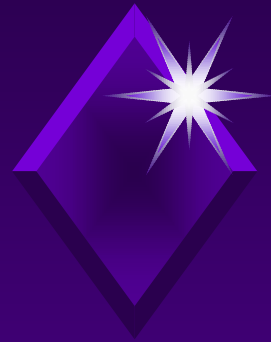
Environmental Health & Safety

University of Rochester



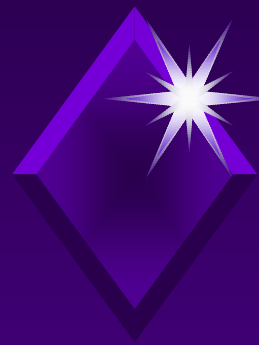
Emergency Plan Requirements

- ◆ The JCAHO and the National Fire Protection Association require each off site to have an Emergency Preparedness Plan
- ◆ The plan must be drilled ONCE per year and documented



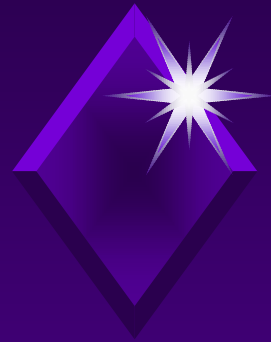
Concept of Emergency Preparedness

- ◆ Implementing procedures in response to a variety of disasters
- ◆ The plan should be “An all hazard plan” meaning it is not written to a specific disaster
- ◆ The plan should identify how to manage patients, space, supplies, people and security



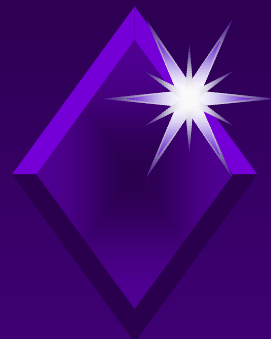
Emergency Preparedness Plan Needs To:

- ◆ Identify how to notify external authorities
- ◆ Identify whom and how you notify the SMH
- ◆ Identify who is in charge
- ◆ Assign staff necessary to cover the incident
- ◆ Identify alternative sources of essential utilizes
- ◆ Plan for back-up communication systems



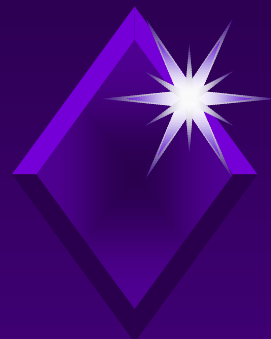
Components of an Emergency Preparedness Plan

- ◆ Fire Evacuation Plan
 - ◆ RACE
 - ◆ Evacuation Routes
 - ◆ Patient and staff accountability
 - ◆ Safe area of refuge
 - ◆ Alternative holding area
- ◆ Emergency Transportation Resources
- ◆ Procedures For Utility Failures
 - ◆ Water
 - ◆ Electric
 - ◆ Heating/Cooling
 - ◆ Medical gases and vacuum systems (if applicable)



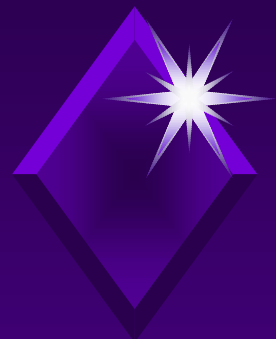
Components of an Emergency Preparedness Plan

- ◆ Procedures for Telephone & Computer Failures
 - ◆ Identify electronic processes that impact your business
 - ◆ Identify alternative modes of communication
- ◆ Curtailment of Services
 - ◆ Who can curtail services
 - ◆ How do Patients get notified
 - ◆ Who notifies the hospital administration
 - ◆ Who posts the building
 - ◆ Where are alternative care sites and are those agreements in place



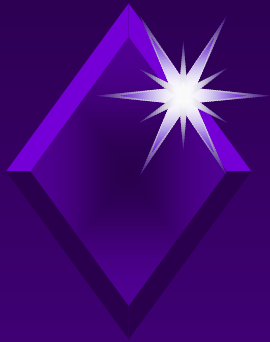
Components of an Emergency Preparedness Plan

- ◆ Medical Emergency Procedures
 - ◆ What equipment is available
 - ◆ AED, crash carts, etc.
 - ◆ Notify 911
- ◆ Call Tree
- ◆ Miscellaneous
 - ◆ What reports and files need to be filled out after the disaster is over
 - ◆ Special instructions specific to your facilities



Conclusion

- ◆ You must perform one disaster drill per year
- ◆ You must have an Emergency Preparedness Plan on site and at a minimum it must include the information identified in this presentation
- ◆ Your disaster drill critique must be kept on site and a copy sent to the Fire Marshal in EH&S at RC Box 278878



Questions?

- ◆ Question can be sent via e-mail to mcavanaugh@safety.rochester.edu or by phone to (585) 275-8412