

Emergency Planning Policy

1. It is the policy of this facility to protect our residents, staff and others who may be within our facility, from harm during emergency events. To accomplish this, we have developed procedures for specific hazards which build on the cross-cutting strategies in our continuity of operations plan. facility from harm during emergency events. Our facility is prepared to safely manage resident care through effective and efficient nursing home operations during the loss of power in this facility. To mitigate the impact of a power outage we have contacted our electrical power provider and requested to be on the priority level for restoration should a major power outage occur in our community. We also have a rigorously maintained generator (See Subsistence – Alternate sources of Power P&P). Should a power outage occur in our facility, we will initiate the following actions:

INITIAL RESPONSE: See Procedures: Power Outage.

2. Incident Commander and Planning Chief:
Monitor emergency progress and obtain situational awareness through communication with local response authorities and the municipal power supplier to determine potential duration of power outage. Based on this projection:
 - Determine whether Shelter in Place or evacuation (partial or full) is advisable.
 - Consider a partial evacuation of high-risk residents, such as those who are on life supportive treatments.
 - Be proactive in identifying current generator fuel needs and procuring additional supplies.
 - Obtain assessment of staffing, equipment, and supply needs and the overall impact from the ongoing utility outage on resident care, staff, and the nursing home operations.
 - Communicate with local response the authority and State Survey agency regarding nursing home status, critical issues, and resource requests.
 - Inform staff, residents, and families/representatives of situation and provide regular updates.
 - In the event of a generator failure immediately implement our P&P for Loss of Fire/Life Safety Systems.
3. Safety Officer:
 - Evaluate safety of residents, staff and visitors in relationship to power outage impact on physical plant.
 - Assess the function of security devices, emergency lights, fire alarm and suppression systems.
 - Work with Logistics to distribute appropriate emergency equipment such as flashlights.
 - In coordination with Operations Section Chief, secure the nursing home and implement limited visitation policy.
 - If indicated by the situation initiate Lock Down P&P

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4. Operations Chief:

- Assess residents for risk, and prioritize care and resources, as appropriate.
- Report need for additional staffing to assist with care and supervision of residents.
- Ensure all critical resident care equipment plugs are connected to emergency outlets.
- Determine battery life on essential care equipment and notify IC.
- Set up portable oxygen as needed.
- Identify residents whose fragile condition may require transfer and inform IC.
- Ensure continuation of resident care and essential services.
- If resident call light system is down initiate frequent checks and provide flashlights and/or bells.
- Provide reassurance to residents and visitors.
- Provide increased hydration and implement cooling or warming measures, as indicated.
- Consider temporarily gathering residents in an area where lighting and temperatures can be maintained, within an acceptable range- (usually house administrative offices).
- Ensure generator is functioning properly.
- Initiate Disaster Menus if power outage impacts meal time (see Appendix G).

5. Logistics Chief:

- Support Operations with equipment and supplies, including printed “downtime” forms as needed for resident care documentation during outage.
- Initiate emergency staffing strategy if appropriate (See Staff Recall Survey - Appendix R)
- Check communications, IT and report status to IC.
- Begin back up of essential records as directed by Command staff.
- Preserve power supplies by making sure all non-critical power needs are suspended.
- Obtain back up batteries for critical equipment from emergency supply or report needs to IC.

6. Finance/Admin Chief:

- Monitor all costs, including claims and insurance reports, lost revenue, and expanded services, and provide report to Command Staff.

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