



Home Care and Hospice Surveillance



Rebecca Fuller Gray



Emergency Preparedness

- **Identification of a 24 hour 7 day a week emergency contact telephone number and e-mail address of the emergency contact person and alternate.**



Emergency Preparedness

- **A call down list of agency staff and a procedure which addresses how the information will be kept current.**



Emergency Preparedness

- **A contact list of community partners, including the local health department, local emergency management, emergency medical services and law enforcement and a policy which addresses how this information will be kept current.**



Emergency Preparedness

- **Collaboration with the local emergency manager, local health department and other community partners in planning efforts.**



Emergency Preparedness

- **Policies that require the provider to maintain current HPN account with a designated HPN coordinator and backup.**

Emergency Preparedness

- **A current patient roster that identifies patients at risk.**
 - **Patient name, address and telephone number**
 - **Patient classification level**
 - **Patients dependent on electricity to sustain life**
 - **Emergency contact information**



Emergency Preparedness

- **Procedures to respond to requests for information by local health departments, emergency management and other emergency responders**



Emergency Preparedness

- **Policies addressing the annual review and update of the emergency plan and the orientation of new staff to the plan**