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Title 22@ Social Security

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Division 5@ Licensing and Certification of Health Facilities, Home Health Agencies, Clinics, and Referral Agencies

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Chapter 8@ Intermediate Care Facilities for the Developmentally Disabled

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Article 4@ Administration

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Section 76563@ External Disaster and Mass Casualty Plan

## **76563 External Disaster and Mass Casualty Plan**

### **(a)**

A written external disaster and mass casualty plan shall be adopted. The plan shall be developed with the advice and assistance of county or regional and local planning offices and shall not conflict with county and community disaster plans. A copy of the plan shall be available on the premises for review by the Department.

### **(b)**

The plan shall provide procedures in event of community and widespread disasters. The written plan shall include at least the following: (1) Sources of emergency utilities and supplies, including gas, water, food and essential medical and supportive materials. (2) Procedures for assigning personnel and recalling off-duty personnel. (3) A chart of lines of authority in the facility. (4) Procedures for conversion of all usable space in client activity areas for immediate care of emergency admissions. (5) Procedures for moving clients from damaged areas of the facility to undamaged areas. (6) Procedures for emergency transfers of clients who can be moved to other health facilities, including arrangements for safe and efficient transportation. (7) Procedures for emergency discharge of clients who can be discharged without jeopardy into the community, including prior arrangements for their care, arrangements for safe and efficient transportation and 24-hour follow up to ascertain the clients are receiving their required care. (8)

Procedures for maintaining a record of client relocation. (9) An evacuation plan, including evacuation routes, emergency phone numbers of physicians, health facilities, the fire department and local emergency medical services agencies and arrangements for the safe transfer of clients after evacuation. (10) A disaster tag containing all pertinent personal and medical information to accompany each client who is moved, transferred, discharged or evacuated. (11) Procedures for maintaining security in order to keep relatives, visitors and curious persons out of the facility during a disaster, if necessary. (12) Assignment of public relations liaison duties to a responsible individual to release information to the public during a disaster.

**(1)**

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**(2)**

Procedures for assigning personnel and recalling off-duty personnel.

**(3)**

A chart of lines of authority in the facility.

**(4)**

Procedures for conversion of all usable space in client activity areas for immediate care of emergency admissions.

**(5)**

Procedures for moving clients from damaged areas of the facility to undamaged areas.

**(6)**

Procedures for emergency transfers of clients who can be moved to other health facilities, including arrangements for safe and efficient transportation.

**(7)**

Procedures for emergency discharge of clients who can be discharged without jeopardy into the community, including prior arrangements for their care, arrangements for safe and efficient transportation and 24-hour follow up to ascertain the clients are receiving their required care.

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Procedures for maintaining a record of client relocation.

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An evacuation plan, including evacuation routes, emergency phone numbers of physicians, health facilities, the fire department and local emergency medical services agencies and arrangements for the safe transfer of clients after evacuation.

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A disaster tag containing all pertinent personal and medical information to accompany each client who is moved, transferred, discharged or evacuated.

**(11)**

Procedures for maintaining security in order to keep relatives, visitors and curious persons out of the facility during a disaster, if necessary.

**(12)**

Assignment of public relations liaison duties to a responsible individual to release information to the public during a disaster.

**(c)**

The plan shall be brought up to date at least annually and all personnel shall be instructed in its requirements. There shall be evidence in the personnel files, or elsewhere indicating that all new employees have been oriented to the plan and procedures at the beginning of their employment.

**(d)**

The facility shall participate in all local and state disaster drills and test exercises

when asked to do so by the local or state disaster or emergency medical services agencies and no less than once a year. There shall be a written report of the facility's participation in each drill or test exercise.