

ASPR TRACIE Technical Assistance Request

Requestor: [REDACTED]
Requestor Phone: [REDACTED]
Requestor Email:
Request Receipt Date (by ASPR TRACIE): 22 August 2017
Response Date: 23 August 2017
Type of TA Request: Standard

Request:

[REDACTED] submitted his request for Emergency Action Plan (EAP) templates to Centers for Medicare and Medicaid Services (CMS), which got forwarded to ASPR TRACIE for response.

Response:

The ASPR TRACIE team conducted an online search for materials on EAPs. We also reviewed existing ASPR TRACIE Topic Collections; namely, the [Emergency Operations Plans/ Emergency Management Program](#). Resources collected are listed below.

CMS-specific Information:

CMS recently published the [interpretive guidelines](#) and the State Operations Manual that addresses specific regulatory expectations. This is posted on their website (under the Downloads section): <https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertEmergPrep/Emergency-Prep-Rule.html>. ASPR TRACIE has developed and collected a number of resources that we encourage you to use and believe will help facilitate compliance, including the resources provided here. However, this does not substitute review of the final rule text and interpretive guidelines. If you have specific questions about your facility's compliance please review the interpretive guidelines when they are developed, contact your state's survey agency, or the CMS Survey and Certification Group (SCG) at the following email address: SCGEmergencyPrep@cms.hhs.gov.

CMS and ASPR TRACIE are partnering to provide technical assistance, and share resources and promising practices to help affected providers and suppliers start or update the documents mandated by the new Emergency Preparedness rule. Additional key resources include:

- The ASPR TRACIE dedicated CMS Rule page: <https://asprtracie.hhs.gov/cmsrule>
- The entire CMS Emergency Preparedness Rule: <https://federalregister.gov/a/2016-21404>
- The CMS Emergency Preparedness Survey and Certification Page: <https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertEmergPrep/Emergency-Prep-Rule.html>
- CMS has [developed a Quick Glance Table of the rule requirements by provider type](#), to highlight key points of the new Emergency Preparedness rule. **NOTE:** This table is not meant to be an exhaustive list of requirements nor should it serve as a substitute for the regulatory text.

- ASPR TRACIE developed a [CMS Emergency Preparedness \(EP\) Rule Resources at Your Fingertips Document](#). Within this document are links to key resources:
 - CMS' developed [frequently asked questions \(FAQ\) documents](#) that synthesizes answers to commonly asked inquiries about the CMS EP Rule.
 - The FAQs, in combination with the CMS [at-a-glance chart](#) and [Provider and Supplier Type Definitions Fact Sheet](#), can help planners identify and address planning gaps and facilitate compliance with the regulations.
 - Interested in learning more about your local healthcare coalition? [This chart](#) can help you identify the preparedness office of your state public health agency. Remember: the release of the CMS EP Rule provides healthcare coalitions a tremendous opportunity to strengthen relationships and leverage a broader group of personnel and resources to provide for the medical needs of the whole community during a disaster.
 - If you missed any of the Medicare Learning Network National Call on the EP Rule, you can access the PowerPoint [slides, transcript, and audio recording here](#).

I. Emergency Action Plan Resources

Centers for Disease Control and Prevention. (n.d.). [Emergency Action Plan \(Template\)](#). (Accessed 8/23/2017.)

This document is a template that can be used by emergency management agencies when developing their EAP. It addresses procedures for various types of events, such as medical emergencies, fire emergencies, extended power loss, chemical spills, structural damage/ issues, bomb threats, and severe weather disasters.

Pennsylvania Emergency Management Agency. (n.d.). [Special Event Emergency Action Plan Guide](#). (Accessed 8/23/2017.)

This document outlines the recommended procedures for creating an EAP for a special event.

Princeton University Emergency Management. (n.d.). [Emergency Action Plans](#). (Accessed 8/23/2017.)

This webpage provides general information about developing and implementing an EAP.

U.S. Department of Labor, Occupational Safety and Health Administration. (n.d.). [Evacuation Plans and Procedures eTool](#). (Accessed 8/23/2017.)

This webpage provides several resources to assist organizations in developing and implementing an EAP.

U.S. Department of Labor, Occupational Safety and Health Administration. (2001). [How to Plan for Workplace Emergencies and Evacuations.](#)

This resource provides an overview of an EAP and what an EAP should include. Although some aspects of the document are specific to the Occupational Safety and Health Administration, most of it is general in nature and can be applicable to any facility/ organization.