

## ASPR TRACIE Technical Assistance Request

**Requestor:** [REDACTED]  
**Requestor Phone:** [REDACTED]  
**Requestor Email:**  
**Request Receipt Date (by ASPR TRACIE):** 2 June 2017  
**Response Date:** 5 June 2017  
**Type of TA Request:** Standard

### Request:

[REDACTED] asked if ASPR TRACIE had any disaster preparedness plans for an Intermediate Care Facility (ICF).

### Response:

The ASPR TRACIE team reviewed existing Topic Collections for materials related to ICFs; namely the [Access and Functional Needs Topic Collection](#), and the [Emergency Operations Plans/ Emergency Management Program Topic Collection](#). We also conducted a search for specific materials on ICF emergency plans. Section I includes materials related specifically to ICFs. Section II provides additional resources related to access and functional needs that may be helpful to your request.

### 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](mailto: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. Intermediate Care Facility Plans

Colorado Department of Public Health and Environment. (n.d.). [Emergency Preparedness Guidance for Intermediate Care Facilities for Individuals with Intellectual Disabilities \(ICF/IID\)](#). (Accessed 6/5/2017.)

This resource provides guidance on the information that should be included in an ICF emergency plan, such as policies and procedures, communication plans, training and testing, and integration into a health system.

Lee County Emergency Management. (2017). [CEMP Criteria for Intermediate Care Facilities](#).

This document from Lee County, FL describes the minimum criteria to be used when developing Comprehensive Emergency Management Plans for ICFs.

Marion County Sheriff's Office. (n.d.). [Intermediate Care Facilities for the Developmentally Disabled](#). (Accessed 6/5/2017.)

This document from Marion County, FL provides general emergency management planning criteria for an ICF, to include topics such as legal authorities, hazard analysis, basic emergency operations and functions, and information and training for staff.

Washington State Department of Social and Health Services. (n.d.). [Information for ICFs/IID Providers](#). (Accessed 6/5/2017.)

This website provides links to information on ICFs to include a section on Emergency Preparedness.

## II. Other Resources

Alzheimer’s Association and RTI International. (n.d.). [Disaster Preparedness: Home and Community-Based Services for People with Dementia and Their Caregivers](#). (Accessed 3/20/2017.)

This guide provides public health officials, the Aging Services Networks, emergency management personnel, and partners at all jurisdictional levels the critical information, strategies, and resources they need to improve the planning for and protection of vulnerable older adults during emergencies. The toolkit includes lessons learned from model programs or unique examples, and key preparedness actions for states and caregivers.

Arizona Department of Emergency and Military Affairs. (2013). [Access and Functional Needs Planning Tool](#).

This Excel spreadsheet, developed for counties in Arizona, can be manipulated and adapted by other jurisdictions. This tool utilizes 2010 census data. To access, click on “Access and Functional Needs Planning Tool” under Related Links on the right side of the page.

Georgia State Government, ADA Coordinator's Office. (2014). [State of Georgia Functional and Access Needs Support Services Toolkit](#).

This toolkit provides local officials with the means to plan and provide reasonable accommodations for all residents during disaster incidents. The toolkit addresses general emergency planning considerations and also shelter considerations. Chapter 4 addresses medical needs, durable medical equipment considerations, chronic medication issues, and other considerations for individuals with access and functional needs. Though developed for the State of Georgia, it can be utilized by other jurisdictions.

Iowa Department of Health. (2011). [Iowa Access and Functional Needs Planning Toolkit Guidance](#).

This toolkit is designed to help county emergency management agencies integrate access and functional needs considerations into an Emergency Support Function-based All Hazards Emergency Operations Plan. It provides numerous templates and is able to be adapted for state and local use.