ASPR TRACIE Technical Assistance Request

Requestor: ▮▮▮▮▮▮▮▮
Requestor Phone: ▮▮▮▮▮▮
Requestor Email:
Request Receipt Date (by ASPR TRACIE): 10 April 2017
Response Date: 13 April 2017
Type of TA Request: Standard

Request:

▮▮▮▮▮▮ requested technical assistance in searching for emergency preparedness plans, templates, examples, and guidance for an outpatient rehabilitation agency for older adults. She noted she is requesting this information because her organization is one of the 17 provider types identified under the Centers for Medicare and Medicaid Services (CMS) Emergency Preparedness (EP) Rule.

Response:

The ASPR TRACIE Team conducted a search for emergency preparedness resources related to outpatient rehabilitation agencies for older adults. Unfortunately we could not identify any emergency plans or other materials specific to outpatient rehabilitation agencies. However, we provide several helpful resources in the following sections of this document.

- **Section I** – Includes emergency operations/ management plans, tools, and templates that can be adopted for various healthcare facilities, including Comprehensive Outpatient Rehabilitation Facilities (CORFs).
- **Section II** – Provides general evacuation/ shelter in place plans, tools, and templates that can be modified for various healthcare facility types.
- **Section III** – Includes a hazard vulnerability assessment tool, which can be used by healthcare facilities.
- **Section IV** – Provides general emergency preparedness resources for older adults.
- **Section V** – Provides general emergency preparedness resources.
- **Section VI** – Includes links to websites that contain information specific to the CMS EP Rule requirements for CORFs.

CMS-specific Information:

CMS is currently developing the interpretive guidelines and the State Operations Manual that will address specific regulatory expectations. This is expected to be completed by late Spring 2017. 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.

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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' recently 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 the Medicare Learning Network National Call on the EP Rule, you can access the PowerPoint slides, transcript, and audio recording here.

I.   Emergency Operations/ Management Plans, Tools, and Templates

NOTE: Although these resources were developed for dialysis facilities they are general enough in nature to be modified and utilized for outpatient rehabilitation facilities.

Kansas Department of Health and Environment. (2013). Emergency Management Plan for Kansas Chronic Dialysis Facilities.

This is an emergency management plan template for chronic dialysis facilities in Kansas that may be adapted for other facilities.

Kidney Community Emergency Response Coalition. (2007). Dialysis Facility Disaster Plan Template.

This facility-specific emergency operations planning template can be customized by dialysis facility or other healthcare facility staff.

Kidney Community Emergency Response Coalition. (2011). Disaster Preparedness: A Guide for Chronic Dialysis Facilities. Second Edition. U.S. Department of Health and Human Services, Centers for Medicare & Medicaid Services.

This emergency operations plan manual includes templates that can be tailored to the needs of dialysis and end stage renal disease facilities.

II.   Evacuation/ Shelter in Place Plans, Tools, and Templates

NOTE: Although these resources are not specific to CORFs, they are general enough in nature to be modified and utilized for various healthcare facility types.

Author Redacted. (2012). Emergency Sheltering, Relocation, and Evacuation Plan.

This plan is designed to assist in activating sheltering, patient relocation, or partial or full evacuation of a healthcare facility. It provides action steps, and includes a decision tree to help guide facilities on whether to shelter, evacuate, or relocate. It also includes various templates and checklists (e.g., incident management staff checklists).

Los Angeles County Emergency Medical Services Agency. (2012). Evacuation and Shelter-in-Place Guidelines for Healthcare Entities.

This guidance document is comprised of three parts. Part I provides general guidance on the differences between evacuation and shelter in place, including the roles and responsibilities of healthcare facilities and the healthcare system. Part II includes an evacuation and shelter in place plan template that healthcare facilities can use to create or update their own plan. Part III includes a set of two tabletop exercises (shelter-in-place and evacuation) that facility emergency planners may use in the planning phase as they develop their plans to identify needs, gaps, or solutions, and/or may use to educate personnel on the components of their existing plan.

Minnesota Department of Health. (2012). Emergency Sheltering, Relocation, and Evacuation for Healthcare Facilities.

This emergency sheltering and evacuation template can be tailored by facility emergency planners. It includes 10 appendices on topics such as relocation, hospital incident command, and supplies.

III.   Hazard Vulnerability Assessment Tools
Also see our ASPR TRACIE Evaluation of Hazard Vulnerability Assessment Tools document for additional HVAs.

Kaiser Permanente. (n.d.). Kaiser Permanente Hazard Vulnerability Analysis (HVA) Tool. (Accessed 4/13/2017.)

This tool provides a systematic approach to recognizing hazards that may affect demand for hospital services or a facility's ability to provide those services. The risks associated

with each hazard can be analyzed and used to prioritize planning, mitigation, response, and recovery activities.

IV.   General Emergency Preparedness Resources for Older Adults

Aldrich, N. and Benson, W.F. (2008). Disaster Preparedness and the Chronic Disease Needs of Vulnerable Older Adults. Preventing Chronic Disease: Public Health Research, Practice and Policy. 5(1): 1-7.

This article discusses the emergency planning considerations of older adult populations with chronic ailments impacted by disasters.

Centers for Disease Control and Prevention. (2012). Emergency Preparedness for Older Adults.

This portal provides links to information, tools, and resources to assist in multi-sector planning for older adults in all-hazard emergencies. In addition to planning tools, this site also includes legal information and training resources.

Centers for Disease Control and Prevention. (2012). Identifying Vulnerable Older Adults and Legal Options for Increasing Their Protection During All-Hazards Emergencies: A Cross-Sector Guide for States and Communities.

This planning guide for community-dwelling older adults during public health emergencies provides recommendations for developing plans, partnering with key stakeholders, building registries and using data, and integrating shelter and caregiver preparedness. The guide is written for public health officials, aging services network, emergency managements, and other partners at all jurisdictional levels.

Florida Department of Health. (2014). Continuum of Care Model: Caring for Elders during Disasters: A Guide for Community-Based Planning.

The purpose of this project was to provide information and resources to guide and support local communities in their efforts to develop and sustain a continuum of care for older adults during disasters. This document provides a comprehensive guide to communities for engaging older adult care stakeholders in the preparedness, response, and recovery cycles of all-hazards disaster management.

V.   General Emergency Preparedness Resources

American Physical Therapy Association. (n.d.). Disaster Preparedness. (Accessed 4/13/2017.)

This website contains links to various general disaster preparedness resources that psychical therapy facilities can use to help with their emergency preparedness planning.

Centers for Disease Control and Prevention. (2014). Emergency Preparedness and Response: Preparation & Planning. U.S. Department of Health and Human Services.

This Centers for Disease Control and Prevention website provides links to planning resources for healthcare facilities and specific types of emergencies.

Centers for Disease Control and Prevention. (2016). Office of Public Health Preparedness and Response: Planning Resources by Setting. U.S. Department of Health and Human Services.

This website includes links to resources that can help healthcare and hospital systems staff plan for and respond to public health emergencies.

Centers for Medicare and Medicaid Services. (2013). Emergency Preparedness Checklist.

This checklist can be utilized by healthcare emergency planners to help aid in the development of emergency plans.

VI.   CMS EP Rule Related Resources

NOTE: The following websites contain information specific to the CMS EP Rule requirements for CORFs.

- Colorado Department of Public Health and Environment. (2017). Emergency Preparedness Guidance for Comprehensive Outpatient Rehabilitation Facilities (CORFs).
- Tampa Bay Health and Medical Preparedness Coalition. (2016). 2017 Healthcare Emergency Preparedness Requirements. Part 485 - Conditions of Participation for the Comprehensive Outpatient Rehabilitation Facility (CORF).
- Yale New Haven Center for Emergency Preparedness and Disaster Response Emergency Preparedness. (2017). CMS Conditions of Participation & Accreditation Organizations Crosswalk.
  - Emergency and disaster related program, policy, communication, training and exercise elements of regulatory and accreditation standards were mapped to the CMS Emergency Preparedness Conditions of Participation. **NOTE: On the bottom of page 1, click on "Comprehensive Outpatient Rehab" to go directly to that section.**

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