

NAME OF FACILITY	DATE	NAME OF SURVEYOR

EXTERNAL / INTERNAL DISASTERS, FIRE, AND MASS CASUALTY PLANS

Instructions: Completed by surveyor. If administrator fills out Federal survey disaster tool, use that information to assist in completing this Smart tool. Surveyor is to then randomly verify 4 elements each under 72551 and 72553 and indicate which elements were verified. Included in your verifications should be observations for 72551 (b) (1), location of emergency water, food and medical supplies.

EXTERNAL/INTERNAL DISASTERS, FIRE, AND MASS CASUALTY PLANS				
REGULATION	REQUIREMENT	Y	N	VERIFIED
72551	(a) Written external disaster and mass casualty plan shall be developed with the advice and assistance of county or regional and local planning offices. Shall not conflict with county/community disaster plans. Copy of the plan shall be available on the premises for review by the Department.			
	(b) Plan shall provide procedures in event of community and widespread disasters. Written plan shall include at least the following:			
	(1) Sources of emergency utilities/supplies, including gas, water, food and essential medical supportive materials.			
	(2) Procedures for assigning personnel and recalling off-duty personnel.			
	(3) Unified medical command. A chart of lines of authority in the facility			
	(4) Procedures for the conversion of all usable space into areas for patient observation and immediate care of emergency admissions.			
	(5) Prompt transfer of casualties when necessary and after preliminary medical or surgical services have been rendered, to the facility most appropriate for administering definitive care. Procedures for moving patients from damaged areas of the facility to undamaged areas.			
	(6) Arrangements for provision of transportation of patients including emergency housing where indicated. Procedures for emergency transfers of patients who can be moved to other health facilities, including arrangements for safe and efficient transportation and transfer information.			
	(7) Procedures for emergency discharge of patients who can be discharged without jeopardy into the community, including prior arrangements for their care, arrangements for safe and efficient transportation and at least one follow-up inquiry within 24 hours to ascertain that patients are receiving required care.			
	(8) Procedures for maintaining a record of patient relocation.			
	(9) An evacuation plan, evac routes, emergency phone numbers of physicians, health facilities, fire department and local emergency medical services agencies. Arrangements for safe transfer of patients after evac.			
	(10) A tag containing all pertinent personal/medical information shall accompany each patient moved, transferred, discharged or evacuated.			
	(11) Procedures for maintaining security to keep relatives, visitors and curious persons out of the facility during a disaster.			
	(12) Procedures for providing emergency care to incoming patients from other health facilities.			
	(13) Assignment of public relations liaison duties to a responsible individual facility employee to release information to the public during a disaster.			
	(c) The plan shall be reviewed at least annually. Last reviewed: _____			
(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.				
(e) A disaster drill shall be held at six-month intervals. There shall be a written report of the facility's participation in each drill or test exercise. Staff from all shifts shall participate in drills or test exercises. Last two drills: _____ and _____				

FIRE AND INTERNAL DISASTERS				
REGULATION	REQUIREMENT	Y	N	VERIFIED
72553	(a) A written fire and internal disaster plan incorporating evacuation procedures shall be developed with the assistance of qualified fire, safety and other appropriate experts. A copy of the plan shall be available onsite for review by staff & Department.			
	(b) The written plan shall include at least the following:			
	(1) Procedures for the assignment of personnel to specific tasks and responsibilities.			
	(2) Procedures for the use of alarm systems and signals.			
	(3) Procedures for fire containment.			
	(4) Priority for notification of staff including names and telephone numbers.			
	(5) Location of fire-fighting equipment.			
	(6) Procedures for evacuation and specification of evacuation routes.			
	(7) Procedures for moving pts from damaged areas of facility to undamaged areas.			
	(8) Procedures for emergency transfer of patients who can be moved to other health facilities with arrangements for safe and efficient transportation.			
	(9) Procedures for emergency discharge of patients who can be discharged without jeopardy into community, including prior arrangements for their care, for safe and efficient transportation and at least one follow-up inquiry within 24 hours to ascertain that patients are receiving their required care.			
	(10) A disaster tag with all pertinent personal/medical information to accompany each patient moved, transferred, discharged or evacuated.			
	(11) Procedures for maintaining a record of patient relocation.			
	(12) Procedures for handling incoming or relocated patients.			
	(13) Other provisions as dictated by circumstances.			
	(c) Fire and internal disaster drills shall be held at least quarterly, under varied conditions for each individual shift of the facility personnel. The actual evacuation of patients to safe areas during a drill is optional. Quarterly Drills: Date _____ Shift: _____ Report _____ Date _____ Shift: _____ Report _____ Date _____ Shift: _____ Report _____ Date _____ Shift: _____ Report _____			
	(d) Evacuation plan shall be posted throughout the facility. Shall include at least the ff:			
	(1) Evacuation routes			
	(2) Location of fire alarm boxes			
	(3) Location of fire extinguishers.			
(4) Emergency telephone number of the local fire department.				
(e) A dated, written report & evaluation of each drill and rehearsal shall be maintained and shall include signatures of all employees who participated. See (c) above.				
HEALTH AND SAFETY CODE				
REVIEW (a) IF A DISASTER HAS OCCURRED SINCE LAST SURVEY. OTHERWISE, REVIEW (b)				
REGULATION	REQUIREMENT	Y	N	VERIFIED
1336.3	(a) In the event of emergency, such as earthquake, fire, flood, which threatens safety or welfare of patients, the facility shall <u>do</u> all of the following:			
	(1) Notify, asap, family members, patients' guardians, State Department, and facility ombudsperson of the emergency and the steps that the facility plans to take for the patient's welfare. (2) Not applicable.			
	(3) Undertake prompt medical assessment of, and provide counseling as needed to, patients whose further relocation is not necessary but who have suffered or may suffer adverse health consequences due to the emergency or sudden transfer.			
	(b) The emergency preparedness plan(s) shall comply with the State Department's Contingency Plan for Licensed Facilities. The facility, as part of its emergency preparedness planning, shall seek to enter into reciprocal/other agreements with nearby facilities/hospitals to provide temporary care for patients in the event of an emergency. The facility shall report to the Department the name of any facility or hospital which fails or refuses to enter into such agreements and the stated reason for that failure or refusal.			