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*Director*

State of California—Health and Human Services Agency  
California Department of Public Health



ARNOLD SCHWARZENEGGER  
*Governor*

December 11, 2008

AFL 08-41

**TO:** General Acute Care Hospitals  
Acute Psychiatric Hospitals  
Skilled Nursing Facilities  
Chemical Dependency Recovery Hospitals  
Congregate Living Health Facilities  
Correctional Treatment Facilities  
Intermediate Care Facilities  
Intermediate Care Facilities for the Developmentally Disabled (ICF/DD)  
Intermediate Care Facilities for the Developmentally Disabled –  
Habilitative (ICF/DD-H)  
Intermediate Care Facilities for the Developmentally Disabled –  
Nursing (ICF/DD-N)

**SUBJECT:** Winter Weather Emergency Preparedness Advisory

Winter months bring weather that can rapidly create emergency and/or disaster related conditions. Disaster plans must take all types of hazards into account, including the possibility of severe weather caused by freeze conditions and/or winter storms. Health care facilities are required by regulation to maintain their physical plant and all equipment in operational condition. If your facility is required to maintain an emergency power source, it must be fully tested and functional in order to ensure availability in the event of a power outage.

Licensing regulations require that all emergency/disaster-related occurrences, which threaten the welfare, safety, or health of patients, must be reported to the California Department of Public Health (CDPH), Licensing and Certification (L&C) Program.

In the event your facility is impacted by an emergency or disaster-related occurrence and an evacuation, transfer or discharge of patients results as a response to the emergency, you must contact CDPH L&C. Please follow these guidelines for reporting such occurrences:

During normal business hours (8:00 a.m. – 5:00 p.m.) contact the local CDPH L&C district office you customarily work with for your geographic location.

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For after-hour reporting or if the local CDPH L&C district office is non-operational due to the emergency/disaster, follow the process below:

For facilities outside Los Angeles County, notify the:  
State Office of Emergency Services Warning Center at (916) 845-8911  
Ask that they notify the CDPH duty officer

For facilities in Los Angeles County notify the:  
Los Angeles County Operator at (213) 974-1234  
Ask that they notify the on-call Health Facilities Inspection Division Supervisor

Attached are some documents with winter weather health tips for vulnerable populations in relation to cold weather conditions.

Thank you for your cooperation.

Sincerely,

**Original Signed by Kathleen Billingsley, R.N.**

Kathleen Billingsley, R.N.  
Deputy Director  
Center for Health Care Quality

Attachments