

Emergency Operations Plan

Management & Strategy EM.02.01.01

- 1: Leaders and medical staff participate in development
- 2: Written EOP is developed and maintained
- 3: EOP describes capabilities and response procedures
- 4: EOP describes recovery and restoration strategies
- 5: EOP describes initiation and termination of response and recovery
- 6: EOP identifies individual(s) who can activate the plan
- 7: EOP identifies alternative sites for care, etc.
- 8: In actual emergencies the hospital follows the plan
- 12: The EOP includes business continuity activities
- 13: Requirements for EOP if there are transplant center(s)
- 14: Procedure for 1135 waiver for alternative care site
- 15: EOP describes shelter arrangements for patients, staff & volunteers
- 16: Policies in place to support EOP

Communication EM.02.02.01

- 1: Notification of staff that EOP initiated
- 2: Communication of information/instructions
- 3: Notification of external authorities of initiation
- 4: Communication during an event with external authorities
- 5: Communication/notification of patients/families
- 6: Communication with community & media
- 7: Communication with essential service/material suppliers
- 8: Communication with other healthcare organizations (HOs) in the area

- 9: Communication/coordination of response with other HOs
- 10: Communication/coordination of resources with other HOs
- 11: Process/circumstances for communicating patient status
- 12: Communicating patient status to third parties
- 13: Communication with alternative care sites

Resources EM.02.02.03

- 1: Obtaining and replenishing medication
- 2: Obtaining and replenishing medical supplies
- 3: Obtaining and replenishing non-medical supplies (food etc.)
- 4: Sharing of resources with other health care orgs & community
- 5: Sharing of resources with other health care orgs in region
- 6: Monitoring of resource stock levels
- 9: Transportation arrangements for patients/meds/supplies etc.
- 10: Transfer of patient info when moved to alternate sites

Safety & Security EM.02.02.05

- 1: Internal security/safety
- 2: Community security roles
- 3: Coordination of security with community agencies
- 4: Hazardous materials and waste
- 5: Radioactive/bio/chem isolation/decontamination
- 7: Access control during an emergency
- 8: Internal access control during an emergency
- 9: Vehicle access control during an emergency

Staffing EM.02.07.07

- 2: Roles/responsibilities for staff
- 3: Process for assignment to essential functions

Utilities EM.02.02.09

- 2: Electricity/lighting
- 3: Water for consumption/care
- 4: Water for equipment/sanitary
- 5: Fuel
- 6: Medical gas/vacuum
- 7: Other essential utilities
(transport/hvac/sterilization etc.)

Patient Management EM.02.02.11

- 2: Scheduling, triage, admission, discharge etc.
- 3: Patient evacuation
- 4: Demand increase for vulnerable populations
in emergency
- 5: Personal hygiene and sanitation
- 6: Mental health service patient needs
- 7: Mortuary services
- 8: Patient racking and clinical information