

EMERGENCY PREPAREDNESS FOR THE HEALTHCARE WORKER

Emergency Preparedness refers to the knowledge and capacities to anticipate, respond and recover from the impacts of likely or current hazardous events or conditions.

To manage external emergencies (e.g., earthquakes, fires, floods) or internal emergencies (e.g., utility failure, plumbing malfunctions, or workplace violence), facilities must ensure emergency plans are in place and personnel are trained to respond.

Healthcare organizations must maintain a constant state of preparedness to ensure appropriate response and recovery.

Preparedness Recommendations

Review your facility's emergency preparedness plans at least annually.

Strengthening Partnerships

Establish strong partnerships *before* an emergency occurs to support a more coordinated response and recovery. Potential partnerships include the local health dept, regional healthcare facilities and EMS, and suppliers of power and other utilities.

Fostering a Culture of Preparedness

Every employee needs to know details of the emergency preparedness plan. To become more knowledgeable about your facility-specific emergency preparedness program, participate in the following emergency preparedness activities:

- Education
- Hazardous Vulnerability and Risk Assessment
- Drills
- After-Action Debriefings

This material was prepared by Health Quality Innovators (HQI), a Quality Innovation Network-Quality Improvement Organization (QIN-QIO) under contract with the Centers for Medicare & Medicaid Services (CMS), an agency of the U.S. Department of Health and Human Services (HHS). Views expressed in this material do not necessarily reflect the official views or policy of CMS or HHS, and any reference to a specific product or entity herein does not constitute endorsement of that product or entity by CMS or HHS. 12SOW/HQI/QIN-QIO-0601-08/24/23

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Emergency Preparedness Plan Development Includes:

- Ensuring that policies and procedures include a plan and process for addressing any type of emergency that has the potential to disrupt care or compromise the safety of staff, patients, residents, participants or caregivers.
- Establishing emergency contacts for your facility, local health dept and vendors.
- Assessing/taking inventory of equipment, supplies, food and water on a routine basis.
- Establishing a break area for staff who will stay at the facility.
- Establishing methods to communicate information to staff, patients, residents, participants or caregivers.
- Creating and/or participating in internal and external drills.
- Developing contingency plans (sheltering in place vs evacuation). Designate alternate care sites. Consider short and long term-term needs. Determine what equipment will need to be moved and how to move it.
- Developing protocols for the safe transfer, handling and storage of medications.
- Establishing agreements with utility, water, shelter and other vendors.
- Maintaining partnerships with local emergency preparedness coalition*, public health, healthcare facilities, colleges and other community organizations.



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