

POLICY CLASSIFICATION: TMC Hospice	POLICY TYPE: Hospice	PAGE: 1 of 2
DOCUMENT ID: HO-01-29	VERSION: A	EFFECTIVE: 5/25/2022
TITLE: Hospice Homecare Emergency Management Planning		

Purpose:	To establish a plan which will allow for the continuation of services, for Home Care patients, in the event of a major disaster.
Definitions:	<p><u>Emergency</u>: A state in which normal procedures are suspended and extraordinary measures are taken in order to avert a disaster. [WHO, 2002]</p> <p><u>Disaster</u>: An occurrence disrupting the normal conditions of existence and causing a level of suffering that exceeds the capacity of adjustment of the affected community. [WHO (2002)]</p>
Keywords:	Disaster, Emergency
Applicability:	Hospice Home Care
Statement of Policy:	Hospice has developed an emergency preparedness plan for providing continuing patient care and support at a safe and therapeutic level in the event of an emergency that would result in interruption of patient care.
Procedure:	<ol style="list-style-type: none"> 1. The decision to implement the emergency preparedness plan, for home care, will be made by the Director or designee upon becoming aware of any emergency situation. The clinical supervisors and/or designee(s) will be responsible for triaging all patient care according to the following categories: <ol style="list-style-type: none"> 1.1 Triage Level 1: Patients with subcutaneous and/or IV infusions, suction needs, oxygen dependency, artificial airways. Patient is highly unstable. 1.2 Triage Level 2: Patients have conditions or family needs that require a high level of support, assistance, and training. 1.3 Triage Level 3: Patients require narcotics, medications and supplies. 2. An alternate site will be designated in the event the office must be evacuated or is not accessible due to the emergency. (Main TMC campus) 3. In all emergency situations, the Director or designee will maintain communications and act as the spokesperson between other facilities,

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	<p>media, and safety authorities.</p> <p>4. New patients will not be accepted for care until the emergency situation is controlled or staffing levels permit.</p> <p>5. Director or designee will coordinate response with TMC.</p>
Standard Work:	<p>The Standard Work for this Policy is:</p> <p>Standard Work: Hospice Home Care - Emergency Preparedness</p>
References:	<p>42 CFR § 418.113 - Condition of participation: Emergency preparedness.</p> <p>World Health Organization (WHO), March 2002 Update</p>
Policy Creator:	Director of Hospice Services
Executive Sponsor:	Chief Nursing Officer
Review:	This Policy shall be reviewed as needed per changes in applicable laws, regulations, and accreditation or operational requirements, but no less often than every 3 years.

Approved: /s/ Zacharias Knickerbocker 05/25/2022
Zacharias Knickerbocker Date
Director of Hospice Services