



Disaster Preparedness Planning Checklist

Disaster preparedness planning for health care entities demands an all-hazards approach. If a public health emergency causes havoc, a massive storm moves in, or a bad actor launches a cyberattack, is your organization prepared?

HAZARD VULNERABILITY ANALYSIS/ASSESSMENT

- Ensure an all-hazards approach considering a broad range of potential emergencies, likelihood, and consequences: natural, manmade, technological (utility or IT outages), radiological, chemical, and biological hazards.
- Consider the committee, coordinator, and delegation of duties; update the assessment.

EMERGENCY MANAGEMENT PLAN

- Develop a written emergency management plan guiding stakeholders.
- Describe how the organization will mobilize its response, communicate, address operational continuity, protect critical infrastructure, conserve/supplement resources, train employees, transfer patients, continue care, implement safety/security protocols, and retain records.
- Review/update the plan regularly; coordinate with relevant agencies, vendors, and the community.
- Explore telehealth alternatives.

PUBLIC HEALTH/PRIORITIZED EMERGENCIES

- Ensure that resources are conserved/curtailed/supplemented.
- Develop a plan to safely migrate patients and personnel as needed.
- Navigate public health authorities (e.g., be prepared to request an 1135 waiver from the Centers for Medicare & Medicaid Services (CMS)).

CYBERSECURITY

- Identify and train a cyber-incident response team.
- Develop contingency plans to support continued operations that anticipate ransomware and denial-of-service attacks.

EMPLOYEES, STAFF, VOLUNTEERS

- Develop protocols for evacuation, sheltering, emergency response, and related responsibilities; review staffing plans; consider emotional/mental health and worker safety.
- Review medical staff governing documents to make sure appropriate processes and procedures for granting disaster privileges are in place.

PHYSICAL PLANT, FACILITIES, CONSTRUCTION

- Implement well-negotiated agreements with remedial contractors, industrial hygienists, and relevant engineers to provide resources at the point of disaster.
- Develop plans to ensure that the right third-party resources are in place to address environmental, power, and material needs.
- Observe the best practices for remedial construction by following state and local codes and CMS, American Hospital Association, Facility Guidelines Institute, and accreditation body guidelines.

SUPPLY CHAIN ENFORCEMENT

- Review existing agreements to maintain continuity of services and supplies.
- Deploy recovery strategies to restore the supply chain and replace supplies rapidly.

REIMBURSEMENT & RECOVERY

- Mobilize, replenish, and conserve assets.
- Plan for financial recovery and impact.

How Epstein Becker Green Can Help

Epstein Becker Green and its affiliated consultancy, EBG Advisors, will work with you to create proactive disaster preparedness solutions. Our team includes attorneys, physicians, nurses, and accountants with real-world experience helping organizations like yours.

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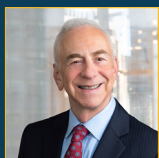
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