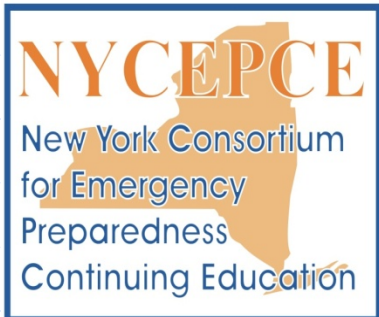


Picking Your Emergencies: Using a Hazard Assessment to Pinpoint Your Planning

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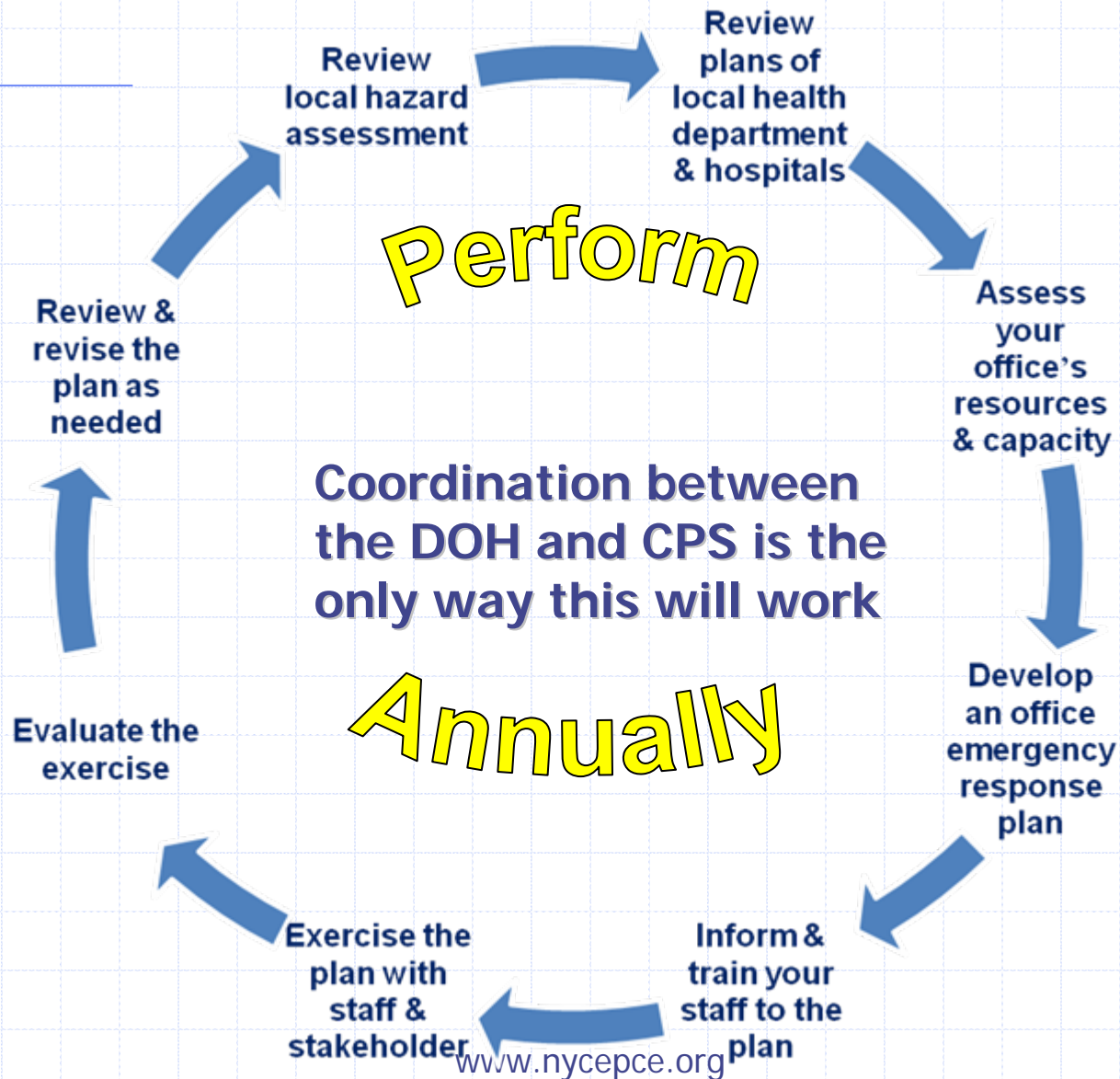
The Training

*For leaders and managers**

- **DESCRIBE** the mission of the practice site during emergencies of all kinds, including the disaster response chain of command and emergency management system.
- **DEMONSTRATE** the ability to write and revise as needed a site emergency response plan consistent with the local hazard vulnerability analysis.
- **IMPLEMENT** the emergency response plan during drills or actual emergencies within chain of command.
- **DESCRIBE** the collaborative relationship of your site to hospitals or other local agencies and **FOLLOW** the planned system during drills and emergencies.
- **INITIATE** and **MAINTAIN** communication with other agencies as appropriate to your site's plan.
- **DESCRIBE** your responsibilities for communicating with employees, patients & families, media, the general public or your own family, and **DEMONSTRATE** them during training, drills or actual emergencies.
- **DEMONSTRATE** use of any equipment (such as personal protective equipment or special communication equipment) required by your emergency response role.
- **EVALUATE** the effectiveness of the response in drills or actual emergencies, and **IDENTIFY** improvements needed.

**Adapted from: EP Response for Hospital Leaders*
www.nycepce.org

The Emergency Planning Cycle



Emergency Preparedness Toolkit for Community Health Centers

Intended to help Center Leadership:

- Assess vulnerability.
- Create an emergency plan.
- Train & drill staff.
- Connect with affiliate hospital or local health department.



Emergency Preparedness Toolkit for
Community Health Centers
& Community Practice Sites



CENTER FOR
HEALTH POLICY
COLUMBIA UNIVERSITY
SCHOOL OF NURSING

A How-To Guide for:
Connecting with the Local Health Department or Hospital
Creating an Emergency Response Plan
Training Your Staff
Exercising with Local Partners

July 2007

Emergency Preparedness Toolkit

- A simple guide for Community Health Centers (CHC) to:
 - Create an Emergency Response Plan
 - Train staff
 - Conduct & evaluate exercises
- A template to guide CHCs in plan formulation.
- Appendices include sample templates.

What We Know about Emergencies and Disasters

**Can occur at any time and be
of any size.**

*“Those who do not learn from history are
doomed to repeat it.”*

-George Santayana, philosopher

Purpose of an Emergency Response Plan

Your plan must take into account an *ALL HAZARDS* approach:

- Safety & wellbeing of ALL Personnel
- Resource availability (within and outside)
- Pre-planned job position description responsibilities
- Decontamination or any other specialized requirement
- Communications / interoperability (within and outside)

“All Hazards” Approach

Provides for:

- Effective coordination of activities among the organizations that have a management/response role.
- An early warning & clear instructions to all concerned if a crisis occurs.
- Continued assessment of actual and potential consequences of the crisis.
- Continuity of business operations during and immediately after the crisis.

Step One: Risk & Hazard Vulnerability

What do we need to plan for?

- **A hazard** is anything that has the potential to do harm to property, the environment and/or people.
 - Natural, human made, accidental, intentional, internal, external, controllable, uncontrollable , predicable, unpredictable.
- **A risk** is the probability of that hazard potential actually occurring. You need to be aware of and consider both as you develop your plan.

Risk & Hazard Vulnerability

- **A Risk and Hazard Vulnerability Analysis** is an analysis of the risk of a hazard occurring in relation to its impact on the center and the community.

Types of hazard to consider

◆ Natural hazards

- Flood
- Earthquake
- Tornado
- Hurricane
- Ice/snow/blizzard

◆ Industrial hazards

- Fire
- Blackout
- Loss of water
- Communication failure
- Gas failure

◆ Human-made hazards

- Transportation events
- Chemical leaks
- Terrorist attack
- Bomb threat
- Intruder(s)
- Staff shortage

◆ Other

- ???

Risk & Hazard Vulnerability

- Probability
 - Frequency of the event.
- Overall Impact on Center
 - Physical damage, staff and supply shortages, business interruption.
 - How long will your facility need to operate in emergency mode?
- ◆ Overall impact on Community
 - Impact on the wider community (federal, state, county, local).

Assessing Probability

- ◆ 5 points: happens annually
- ◆ 4 points: has happened within 2-5 years
- ◆ 3 points: has happened within 5-10 years
- ◆ 2 points: has happened, but 10 years ago
- ◆ 1 point: has never happened

Assessing Impact on Center

- ◆ 5 points: severe impact (must close)
- ◆ 4 points: significant impact (limited ability to operate)
- ◆ 3 points: moderate impact (operating but with very short hours or staff or equipment)
- ◆ 2 points: minimal impact
- ◆ 1 point: no impact on center

Assessing Impact on Community

- ◆ 5 points: has required federal response
- ◆ 4 points: has required state response
- ◆ 3 points: has required local government response
- ◆ 2 points: has been resolved locally
- ◆ 1 point: no response needed

Example: for XYZ Center

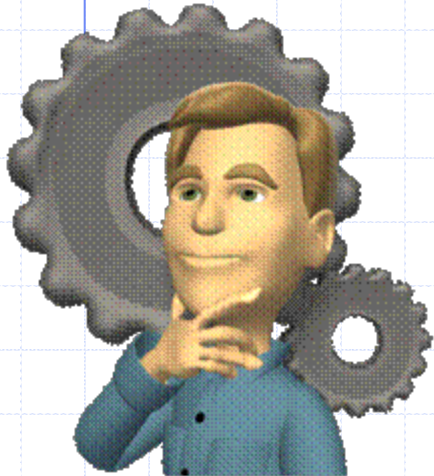
	Probability	Impact on Center	Impact on Community	Total
Flood	5	3	3	11
Earth-quake	1	1	1	3
Fire	2	5	2	9
Blackout	4	4	3	11

XYZ Center

- ◆ Must plan for flood and blackout
- ◆ Should plan for fire
- ◆ Can ignore planning for earthquake

Using the toolkit

Let's assess a typical Brooklyn, NY CHC



- | | |
|---|--|
| <ul style="list-style-type: none">• Flood• Tornado• Blackout• Fire | <ul style="list-style-type: none">• Loss of Water• Earthquake• Structural Collapse• Communicable disease outbreak |
|---|--|

Fill In the Blanks

	Probability	Impact on Center	Impact on Community	Total
Flood				
Tornado				
Blackout				
Loss of Water				
Earthquake				
Structural Collapse				
Disease outbreak				

Once you've done your own, plan:

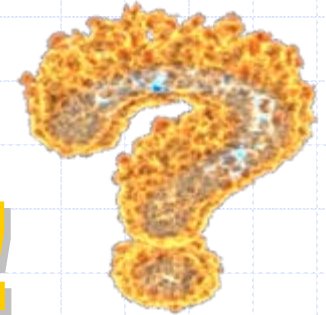
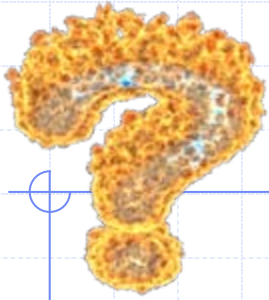
- Communication/Mobilization
 - Staff Notification & tracking
 - Patient Notification & tracking
- Life Safety
 - Protection of staff, patients & resources
 - Emergency evacuation procedures
 - Accountability
 - Establish infection control procedures

and

- Operations
 - Putting the plan's components into action
- Demobilization
 - Staff / Patient notification and follow-up
 - Restock and clean-up
 - Reimbursement strategies
- After Action Review
 - Who, Where, When
 - Strengths / Weaknesses
 - Proposed corrective actions

Evaluating Where You Are, Where You Need to Be

- ❑ Review local hazard assessment.
- ❑ Partner with LHDs, hospitals, OEMs.
- ❑ Review their emergency plans.
- ❑ Assess your resources.
- ❑ Decide what role your CHC will take during an emergency.
 - ❑ Train all staff (use JAS)
 - ❑ Practice/exercise
 - ❑ Evaluate (After Action Report)
 - ❑ Revise
 - ❑ Train all staff...



Thank You!

Check out our online courses at www.nycepce.org



The New York Consortium for Emergency Preparedness Continuing Education is a collaborative effort between Columbia University School of Nursing, The University at Albany School of Public Health, the Community Health Care Association of New York State, the Emergency Medical Services Training Academy of Nassau County and the University of Kansas School of Medicine – Wichita.

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