



Insert Facility Identifier

POLICY/GUIDELINE TITLE: Adequate Provisions for Patients and Staff During an Emergency Situation	ADMINISTRATIVE POLICY AND PROCEDURE MANUAL
POLICY #: 350.19	CATEGORY: Safety and Security
System Approval Date: 11/26/18	Effective Date: 09/2017
Site Implementation Date: 12/26/18	Last Reviewed/Approved: 11/2017
Prepared by: System Emergency Management	Notations: N/A

GENERAL STATEMENT of PURPOSE

The purpose of this policy is to ensure that adequate provisions are available to patients and staff at any Northwell Health facility during an emergency situation.

POLICY

Northwell Health must maintain or have the ability to obtain a 96-hour supply of provisions at any Northwell Health facility, whether they shelter in place or evacuate during an emergency situation to provide for the wellbeing of all staff and patients. This policy must be reviewed on an annual basis.

SCOPE

This policy applies to all Northwell Health employees, as well as medical staff, volunteers, students, trainees, physician office staff, contractors, trustees and other persons performing work for or at Northwell Health; faculty and students of the Donald and Barbara Zucker School of Medicine at Hofstra/Northwell conducting research on behalf of the Zucker School of Medicine or at any Northwell Health facility; and the faculty and students of the Hofstra Northwell School of Graduate Nursing and Physician Assistant Studies.

DEFINITIONS

Emergency Situation – a sudden, unexpected or impending situation that may cause injury, loss of life, damage to the property, and/or interference with normal business operations, therefore requiring immediate attention and/or remedial action.

PROCEDURE/GUIDELINES

Northwell Health must have the ability to obtain at least a 96-hour supply to include, but not be limited to, the following items:

- Food
- Water
- Medical supplies
- Pharmaceutical supplies

Hospital and non-hospital locations may request additional supplies by contacting the System Emergency Management Division at (516) 719-5000.

Individual sites that will be sheltering-in-place should ensure they have plans for alternate sources of energy to maintain:

- Temperatures to protect patient health and safety and for the safe and sanitary storage of provisions
- Emergency lighting
- Fire detection, extinguishing, and alarm systems
- Sewage and waste disposal

REFERENCES to REGULATIONS and/or OTHER RELATED POLICIES

CMS Emergency Preparedness Conditions of Participation
The Joint Commission Emergency Management Standards
NYCRR 405.24 (g) Emergency and disaster preparedness.

CLINICAL REFERENCES/PROFESSIONAL SOCIETY GUIDELINES

N/A

ATTACHMENTS

N/A

FORMS

N/A

<u>APPROVAL:</u>	
Northwell Health Policy Committee	10/25/2018
System PICG/Clinical Operations Committee	11/26/18

Standardized Versioning History:

*=Northwell Health Policy Committee Approval; ** =PICG/Clinical Operations Committee Approval

*09/28/17 Provisional Approval

*10/26/17 Provisional Final **11/17/17

*09/20/18 Provisional Approval