



**EMERGENCY PREPAREDNESS – ADDITIONAL  
 ITEMS NEEDED FOR INPATIENT FACILITY SURVEY**

**ADDITIONAL INFORMATION NEEDED**

**Policies and Procedures for:**

- Sheltering in place for patients and staff
- Safe evacuation from the inpatient facility to include:
  - Consideration of care and treatment needs of patients
  - Staff responsibilities
  - Transportation
  - Identification of evacuation location(s)
  - Primary and alternate means of communication with external sources of assistance
- System for tracking the location of hospice staff and sheltered patients or staff and patients relocated
- Provision of subsistence needs –
  - Food, water, medical, and pharmaceutical supplies
  - Alternate sources of energy to maintain temperatures and safe storage of provisions
  - Emergency lighting
  - Fire detection, extinguishing, and alarm systems
- Sewage and waste disposal
- Role of hospice in providing care at alternate sites during emergencies
- **Communication plan** includes a means of providing information about the facility's needs, and its ability to provide assistance, to the authority having jurisdiction during an emergency
- **Communication plan** includes a means of providing information about the inpatient facility occupancy