POWER OUTAGE PLANNING & TRAINING GUIDE

BEFORE

- Policy/Procedure development / review  (NOTE: these are all recommended policies)
  - For SNFs
    - Ohio Nursing Home 3701-17-25 Disaster Preparedness and Fire Safety
    - NF Certification:  F517 & F518 Disaster and Emergency Preparedness; F455 §483.70(b) Emergency Power
  - For RCFs
    - Ohio RCF licensure rule: 3701-17-63 Building, Plumbing, & Fire Safety Requirements
  - ICFs-MR:
    - § 483.470 Condition of participation: Physical environment, (b) Emergency power.
    - 5123:2-3-11 Fire safety and emergency response plans, OAC

- Preventative maintenance program up to date - if facility has a generator - testing and maintenance of generator per manufacturer and LSC 2000 requirements
  - Determine capacity of generator – what does it operate?
  - Back up fuel supply over minimum 90 minutes, several contracts at varying ranges (by written agreement)
  - ODH LSC Preventive Maintenance Manual

- Others – routine testing of required emergency lighting systems

- Planning for power outages
  - Equipment needs – flashlights, extension cords
  - Determine battery back up status of phone system, need for backup communication system
  - Determine necessity for battery operated emergency health care equipment – ie, suction machine
  - Work with local, regional and state emergency management personnel to develop an effective, coordinated emergency plan that is integrated into community planning.
  - Local disaster agencies, Red Cross, etc, military base, VA facilities, universities, schools
  - Back up large scale generator if extended outage – power company, generator rental companies
  - Procedure for shutting down all non-essential use of electricity, including computers
    - Plan ahead to enact energy conserving techniques
    - Limit opening of doors to refrigerators, freezers, building entries (to maintain internal temperature)
    - For extended outages – plan for rental of refrigerated trucks
  - Emergency call system may not function during a power outage.  Regular rounds to determine needs
  - Plan for residents in secure units which delayed egress or security systems may not be powered – plan for protection from elopement
  - Plan ahead for meeting the needs of other specialized populations (i.e., ventilator depended, negative pressure rooms
  - Heating and cooling system will not function during a power outage.  In the event that the power is out for a significant amount of time and the temperature becomes excessively hot or cold, immediate action shall be taken to ensure the health, safety and comfort of residents
  - Electronic medical record – backup systems

- Power outage policy – Identify key staff responsible for executing plan – it is suggested that this should be 3 deep
  - Staffing requirements and defined staff responsibilities in an emergency
  - Determination of Need to Evacuate – reference EVACUATION PLANNING GUIDE
Communication Plans Policy – designation of risk/crisis communicator

Staffing During Emergency policy – Plan for calling in additional staff - phone tree for system of contacting managers & staff

Staff training
- Roles during a power outage
- Basic training for agency staff
- Electricity/energy conserving techniques
- Resident training (via drills)

Disaster(evacuation kit – see EVACUATION PLANNING GUIDE – essential list of supplies

DURING

- Immediate location of residents dependent on life supporting or emergency medical equipment (ventilators, suction machines, IV.s tube feeding, oxygen concentrators) for source of power or alternate equipment
- Determine cause and likely length of outage to determine backup systems needed to be planned for
- Determination of need to evacuation– refer to EVACUATION PLANNING GUIDE when you can defend in place – consider sending appropriate residents on family LOAs

AFTER - WHEN THE EMERGENCY IS OVER

- Fire watch if fire or sprinkler system dysfunctional
  - Required notifications if ≥ 4 hours

- Notification
  - Families
  - Insurance carrier
  - Vendors
  - Recovery/ repair issues

- Crisis counseling, as appropriate
  - Residents
  - Staff
  - Families

Resources
CDC:  http://www.bt.cdc.gov/disasters/poweroutage/needtoknow.asp
Ohio State Fire Marshal – Code Enforcement Division:  614-728-5460

This guide contains information that the LSC/Disaster Planning Work Group feels may be useful for long-term care providers in planning for various disasters. It is provided as a service to OALA members and other long-term care professionals. Providers should consider this information in conjunction with each facility and its residents’ and employees’ specific circumstances and their own professional judgment. Use of this guide does not ensure the best potential outcome from any possible disaster that may befall a facility, and the LSC/Disaster Planning Work Group specifically disclaims any liability for any injuries that may result directly or indirectly from use or non-use of the information contained in this guide.