

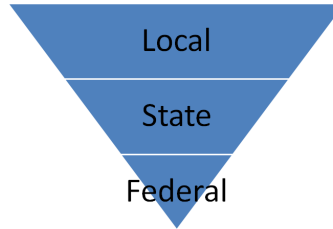


Heartland Kidney Network Emergency Council

Conference Call
“Ready for Action!”

Date: Thursday, October 1, 2009	Time: 1:00 PM central	Conference Call
Minutes		
Facilitator	Sarah Yelton, RN, CNN, CPHQ, Special Services Manager	
Lead Team	To be determined	
Speaker	Our thanks go to Sherilyn Burris, MPA, CEM, from Network 7 and KCER	
Minutes	Sarah Yelton, RN, CNN, CPHQ, Special Services Manager	
Attendees	12 out of 266 facilities (4.5% of the Network)	
Agenda Topics		
Topic	Issue/Comment	Actions
Establishing a “Lead Team”	Are there any volunteers to help lead the Emergency Council?	Volunteer: Jodi Weifenbach Renal Center of Storm Lake, LLC
About KCER	<p>The Kidney Community Emergency Response (KCER) Coalition provides technical assistance to ESRD Networks, CMS organizations, and other groups to ensure timely and efficient emergency preparedness, response, and recovery for the kidney community.</p> <p>KCER strives to provide resources to save lives, improve outcomes, empower patients and families, educate healthcare workers, build partnerships with stakeholders, promote awareness in the community, and support the ESRD Network Program.</p> <p>KCER was started in 2006 in response to Hurricane Katrina. There was a need for national coordination between providers, patient organizations, ESRD Networks, and CMS. KCER assists in ensuring consistent messaging to the kidney community and sharing critical information with all stakeholders.</p>	Facility awareness
Conditions For Coverage	<p>The Conditions for Coverage set forth requirements for disaster planning and response for all dialysis providers. All dialysis facilities should plan for hazards in their area that could impact their patients, staff, and community. As we’ve recently witnessed, this planning also needs to include planning and responding to pandemic influenza.</p> <p>Conditions for Coverage outline what all patients, staff, and facilities must do; including providing patient education, staff training, planning, facility drills, and contact emergency management.</p> <p>Facilities should contact their local emergency management and health departments to provide education on their activities, number of patients, and potential issues should the facility be impacted by a disaster. This requirement is also so that the facility can learn about emergency management in their area, understand what community emergency management plans are, what resources are available, and know who to call in case of a disaster.</p>	Facility awareness

<p>Emergency Management Organization</p> <p>All Disasters Are Local.</p>	<p>The local emergency management agencies have the best information and resources to respond to an emergency or disaster. They are first in line and available to prepare for and respond to hazards.</p> <p>All local emergency management agencies are different. They may be organized with the Fire or Police Departments or they may be a free-standing agency. They may have a large staff or they may be coordinated by one person.</p> <p>Each county has a variety of resources available. Facilities should look into additional resources available in their area, such as 211, 311, United Way, the American Red Cross, the Medical Reserve Corps, Community Emergency Response Teams (CERT), Citizen Corps, and other resources that can help in disaster preparedness and response including volunteers and education.</p> <p>Log on to your state and local emergency management agency websites. They may have email notifications you can register to receive important disaster-related news. They may also have training and education available and may be able to help you communicate with your local emergency management agency.</p> <ul style="list-style-type: none"> ○ www.KSready.gov ○ www.accesskansas.org/kdem ○ www.BeReadyIowa.gov ○ www.iowahomelandsecurity.org ○ www.nema.ne.gov ○ http://sema.dps.mo.gov <p>If a disaster overwhelms the county resources, the county may ask for assistance from surrounding counties (mutual aid, mutual assistance) or from the State emergency management agency.</p> <p>If the disaster overwhelms all state resources, the state Governor can request assistance from the Federal government. The Federal Emergency Management Agency (FEMA) is not a first responder agency; they are a coordinating agency with resources that can be made available only by Presidential declaration at the request of a Governor.</p> <p>The National Response Framework outlines the private sector's responsibilities for emergency management activities (www.fema.gov/nrf).</p>	<p>Facility awareness</p>
<p>Emergency Management Cycle:</p> <p>Mitigation</p> <p>Preparedness</p> <p>Response</p> <p>Recovery</p>	<p>Mitigation activities aim to reduce or eliminate hazards. Mitigation can also be thought of as prevention. Mitigation includes building codes, insurance, flood plain management, earthquake retrofitting, and storm shutters.</p> <p>Preparedness is an ongoing phase of planning, organizing, training, equipping, exercising, evaluating, and making corrective actions (including lessons learned). Preparedness is the phase where you plan and practice for how you would respond to disasters.</p> <p>Response activities will be different for each emergency or disaster. A disaster response should meet the immediate needs of the victims and responders. This phase also includes evacuating, sheltering, search and rescue, and mass care.</p>	<p>Facility awareness</p>



	<p>The recovery phase is when you can resume normal activities or operations. When rebuilding after a disaster, this phase also incorporates new mitigation strategies to ensure that after a community rebuilds, it will be more resilient than it was.</p> <p>Examples</p> <table border="1" data-bbox="324 256 1325 1234"> <tr> <td data-bbox="324 256 513 390"></td> <td data-bbox="513 256 810 390">The electricity in your dialysis facility goes off for an extended period of time.</td> <td data-bbox="810 256 1073 390">A tree fell in the parking lot and is blocking access to the building</td> <td data-bbox="1073 256 1325 390">Half of your staff is sick with influenza.</td> </tr> <tr> <td data-bbox="324 390 513 485">Mitigation</td> <td data-bbox="513 390 810 485">Get a backup generator</td> <td data-bbox="810 390 1073 485">Cut back all the trees in the parking lot</td> <td data-bbox="1073 390 1325 485">Provide flu vaccines</td> </tr> <tr> <td data-bbox="324 485 513 743">Preparedness</td> <td data-bbox="513 485 810 743">Practice what your facility would do without electricity</td> <td data-bbox="810 485 1073 743">Know who to call for immediate help; have an alternate plan to access the building</td> <td data-bbox="1073 485 1325 743">Educate staff about proper infection control and hand washing; cross-train staff and have an agreement with another facility to borrow staff</td> </tr> <tr> <td data-bbox="324 743 513 968">Response</td> <td data-bbox="513 743 810 968">Keep patients safe and evacuate the building if necessary; arrange for alternate sites for treatment</td> <td data-bbox="810 743 1073 968">Call to have the tree removed. If it is safe, have a staff person outside to assist people to another building entrance</td> <td data-bbox="1073 743 1325 968">Report staffing issues to the Network, arrange for alternate treatments or provide for other staff</td> </tr> <tr> <td data-bbox="324 968 513 1234">Recovery</td> <td data-bbox="513 968 810 1234">Make sure the building and supplies are safe before resuming normal operations. Identify the cause and attempt to solve the problem/keep it from happening again</td> <td data-bbox="810 968 1073 1234">Resume normal operations after the debris is cleared. Consider mitigation activities to include removing other trees in danger of falling.</td> <td data-bbox="1073 968 1325 1234">Develop new policies on vaccines and infection control, possible a quality improvement plan.</td> </tr> </table> <p>Potential Issues:</p> <ul style="list-style-type: none"> • Mitigation: Your facility is in a flood plain area and there is nothing you can do to mitigate against flooding. Instead, provide more preparedness information and strengthen your ability to respond. • Preparedness: Staff and patients are not interested in preparedness information. Instead, get creative by involving family or community organizations, games, and certificates/rewards for participating in preparedness activities. • Response: Your staff also loses their homes in the disaster. You could help provide a rotating schedule so they have time off to be with their families, help them with access to shelter, food, and clothing. 		The electricity in your dialysis facility goes off for an extended period of time.	A tree fell in the parking lot and is blocking access to the building	Half of your staff is sick with influenza.	Mitigation	Get a backup generator	Cut back all the trees in the parking lot	Provide flu vaccines	Preparedness	Practice what your facility would do without electricity	Know who to call for immediate help; have an alternate plan to access the building	Educate staff about proper infection control and hand washing; cross-train staff and have an agreement with another facility to borrow staff	Response	Keep patients safe and evacuate the building if necessary; arrange for alternate sites for treatment	Call to have the tree removed. If it is safe, have a staff person outside to assist people to another building entrance	Report staffing issues to the Network, arrange for alternate treatments or provide for other staff	Recovery	Make sure the building and supplies are safe before resuming normal operations. Identify the cause and attempt to solve the problem/keep it from happening again	Resume normal operations after the debris is cleared. Consider mitigation activities to include removing other trees in danger of falling.	Develop new policies on vaccines and infection control, possible a quality improvement plan.	
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Dialysis Providers:	<ul style="list-style-type: none"> • Have a plan and communicate it effectively and often. Communicate relevant issues to patients. The CMS Conditions for Coverage require that the dialysis facility have a plan for emergencies – including pandemics. The Conditions also require the dialysis facility provide patient education on all types of emergencies; including: what to do, where to go, and who to call. • Educate staff about their personal responsibility to take care of themselves and their loved ones. 	Facility Prep																				

	<ul style="list-style-type: none"> • Build a communication system to provide the latest, reliable information. • Actively plan with local health department, emergency management, and other authorities. • Build staff comfort and confidence in coming to work. Provide cross-training for tasks that may be able to be done by multiple people. • Practice good hygiene habits, and use universal infection control precautions. 	
Determine What Kind Of Disaster You May Expect	<p>Knowing what kind of disaster you may expect in your area is an important key to helping you decide what courses of action you must take to be prepared in advance. You need to know more than whether or not you are in an earthquake or hurricane zone. Many other events can cause disruptions in a dialysis facility.</p> <p>Your dialysis facility is at a higher risk of disruption if you are located near a major interstate highway, railway, nuclear power plant, chemical facility, military base, airport, or if you are in a flood zone.</p> <p>Your facility is at a lower risk of disruption if you have an onsite generator, uninterrupted power supply for your critical equipment or an independent water supply. Having a comprehensive disaster plan and conducting quarterly training sessions and disaster drills with your staff and patients can reduce the chance of disruption. Review the Hazard Assessment tool in the CMS Manual “Emergency Preparedness for Dialysis Facilities” (CMS – 11025).</p>	Facility Prep
Evaluate The Readiness Of Your Dialysis Facility	<p>How prepared is your facility for the kinds of disaster you may be faced with? There are many things that you can do now to minimize the amount of damage to your facility, not to mention your patients and staff.</p> <ul style="list-style-type: none"> • Secure the facility to prevent injuries during disaster • Ceiling TV’s secured • Machines and chair wheels locked • Oxygen tanks secured • Water treatment components secured • Storeroom shelves secure, heavy items are on bottom shelves • Emergency exits well marked and pathways clear • Label utility shutoff valves • Keep trees trimmed and away from power lines Keep patient and business records secure • Keep data backed up with copies in a secure location • Make paper copies of your patients’ orders and medication lists on a periodic basis (at least quarterly or if changed) • Distribute copies to your patients Have a back-up utility plan • If you do not have an onsite generator you should have a written contract with someone who will agree to provide one if needed. 	Facility Prep
Prepare Your Staff	<p>Identify the disaster organizational structure you will use in the event of a disaster.</p> <ul style="list-style-type: none"> • Who is the person in charge? • Who will account for all patients and staff? • Who will contact your patients? • Who will grab the emergency evacuation box? • Who will call the utilities? <p>Develop a communications plan: how will you keep in contact with each other, patients and local disaster response teams</p> <ul style="list-style-type: none"> • Give patients a number to contact you with • Have an “out of area” contact number <p>Educate all staff in their roles during a disaster.</p> <ul style="list-style-type: none"> • Hold periodic disaster drills (at least quarterly) 	Facility Prep

	<ul style="list-style-type: none"> • Include your patients in the drills • Evaluate and modify you plans based on how the drill go <p>Have a back up facility agreement with a facility that can take your patients</p> <ul style="list-style-type: none"> • It is a good idea to have an agreement with a facility outside of your area as well. <p>Know in advance who to contact for assistance and information</p> <ul style="list-style-type: none"> • Your ESRD Network • City, County and State Emergency Response Teams • American Red Cross Chapter • Security Company 	
Prepare Your Patients	<p>Educate your patients on</p> <ul style="list-style-type: none"> • Evacuation procedures • 3-Day Emergency Diet • Contact information • Shelter information • Who to contact for transportation <p>Survey your patients regularly to assure that they:</p> <ul style="list-style-type: none"> • Update local and remote contact information • Have their current treatment information to carry with them (Medication list and run chart) • Have a supply of their medications • Have an emergency kit at home • Know how to get off the dialysis machine • Know where to go if the have to evacuate • Know where to get information during a disaster <p>Have the assistance they need to carry out their plans</p>	Facility Prep
H1N1 And Pandemic Preparedness	<p>It is critical for the renal community to stay informed of the ongoing H1N1 influenza situation. There are a number of ways to stay informed:</p> <ul style="list-style-type: none"> • Register for Clinician Outreach and Communication Activity (COCA) email updates at http://www.bt.cdc.gov/clinregistry/ • CDC Website: http://www.cdc.gov/h1n1flu/ • KCER Coalition: http://www.kcercoalition.com <p>It is also critical to have a plan for staff and patients. This plan should cover infection control, vaccines, and the use of antivirals.</p>	Facility awareness Facility Prep
Pandemic Most Important Things To Know Dialysis Patients	<ul style="list-style-type: none"> • Know the plan at your dialysis clinic. Ask questions and get answers for any concerns or unclear issues. • Know your responsibilities at home (transportation, diet and medication supplies, etc). • Have a 2-week supply of medications, food, and water. Realize that dialysis providers can control some things but not all, depending on the availability of local community resources. • Know where to get reliable information: dialysis clinic and your local county department of health, health related websites. Keep a list of important phone numbers. • Practice good hygiene habits, including hand-washing and coughing into your arm. • Ask someone from outside your home to check on you in case of an emergency. 	Facility awareness Facility Prep
Pandemic Most	Have a plan and communicate it effectively and often. Communicate relevant issues to	Facility

<p>Important Things To Know</p> <p>Dialysis Providers</p>	<p>patients. The CMS Conditions for Coverage require that the dialysis facility have a plan for emergencies – including pandemics. The Conditions also require the dialysis facility provide patient education on all types of emergencies; including: what to do, where to go, and who to call.</p> <ul style="list-style-type: none"> • Educate staff about their personal responsibility to take care of themselves and their loved ones. • Build a communication system to provide the latest, reliable information. • Actively plan with local health department, emergency management, and other authorities. • Build staff comfort and confidence in coming to work. Provide cross-training for tasks that may be able to be done by multiple people. • Practice good hygiene habits, and use universal infection control precautions. 	<p>awareness</p> <p>Facility Prep</p>
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Next Meeting: January 2010 **Be sure to join us!**

Agenda and call in information will be distributed via email prior to the call.



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