

# ALL-HAZARDS PLANNING ANNEX DEVELOPMENT

## HOME HEALTH AND HOSPICE

### BACKGROUND

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During an emergency event, the mission of home health and hospice services is to maintain the primary level of services to its patients while providing potential surge capacity to support a hospital response or community healthcare needs (such as evacuee shelter operations).

### OVERVIEW

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The Home Health and Hospice Support Annex is a planning document that augments the hospital's existing Emergency Operations Plan (EOP) and incorporates the fundamental principles of all-hazards emergency management. It utilizes a tailored version of the Hospital Incident Command System (HICS) as the overall incident management structure and addresses the Joint Commission accreditation standards for home care related to emergency management requirements.

### PROCESS

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The hospital forms a cross-functional, multi-disciplinary planning team that can be actively engaged with the DQE Project Manager for the duration of the project. The annex development process leverages a highly-collaborative planning model that is facilitated by DQE through a series of web-based conference calls and utilizes proprietary planning templates that focus on:

- Providing the best possible home care during any type of emergency/disaster
- Ensuring the emergency preparedness and safety of hospital staff and their clients
- Ensuring the continuity of critical operations
- Providing for timely alerts/notifications and dynamic EOP Home Care Support Annex activation
- Integrating outpatient services with the hospital, public health, and community emergency management initiatives

### KEY DELIVERABLE

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**Home Care Support Annex** that encompasses the four phases of emergency management and includes the following proprietary tools that will assist the management team in framing their emergency response:

- **Hazard Vulnerability Analysis (HVA)**  
Results of the HVA drive the organization's planning process and training activities.
- **Activation Matrix**  
Defines the framework for tiered activation of home care resources.
- **Incident Management Team**  
Pre-identifies home care augmentation to the hospital's incident command structure.
- **PowerPoint™ Training Presentation**  
Assists the organization in implementing the Home Care Support Annex.
- **Compliance Traceability Matrix**  
Crosswalks the Joint Commission emergency management requirements to the Annex.