

# ASPR TRACIE Technical Assistance Request

**Request Receipt Date (by ASPR TRACIE):** 21 June 2021

**Response Date:** 22 June 2021

**Type of TA Request:** Standard

## Request:

The requestor asked ASPR TRACIE for homecare and hospice Emergency Operations Plan (EOPs).

## Response:

The ASPR TRACIE Team conducted a search of existing ASPR TRACIE resources and online for EOPs specific to homecare and hospice. In particular, we reviewed the following [ASPR TRACIE Topic Collections](#): [Homecare and Hospice](#), and [Long-term Care Facilities](#).

## I. Homecare and Hospice EOP Resources

Carr, M., Hammon, R., Glenn, J., et al. (2008). [Emergency Preparedness Packet for Home Health Agencies](#). National Association for Home Care and Hospice.

This document is the product of a large national workgroup and includes tools and templates that can be customized and used by hospice and homecare providers in developing all hazards emergency preparedness plans.

Centers for Disease Control and Prevention. (2016). [Long-Term, Home Health, and Hospice Care Planning Guide for Public Health Emergencies](#). U.S. Department of Health and Human Services.

This planning guide is geared towards long-term care, homecare, and hospice providers and is comprised of six sections: situational awareness, continuity of operations, facility or agency operations, crisis standards of care, staffing, and fatality management.

Florida Hospice and Palliative Care Association. (n.d.). [Hurricane Preparedness: A Guide for Hospice Patients & Caregivers](#). (Accessed 6/22/2021.)

This resource includes information on preparing for a hurricane, as well as a blank “Hurricane Plan” that individuals may fill in with their specific preparedness plan.

Michigan Department of Health and Human Services. (n.d.). [Home Health Emergency Preparedness: A Handbook to Assist Home Health Care Providers in Emergency Preparedness Planning](#). (Accessed 6/22/2021.)

This handbook was written to help Michigan home care agencies develop and evaluate their emergency preparedness plans. Beginning in Chapter 3 it helps users define plan elements, assess their agency's level of preparedness (with the included checklist), develop a plan that addresses specific needs and populations, and test and evaluate the plan.

Mississippi State Department of Health. (n.d.). [Facilities Preparedness](#). (Accessed 6/22/2021.)

This website provides comprehensive downloadable emergency operations templates that can be customized and used by home health and hospice providers.

Montgomery County Advanced Practice Center for Public Health Emergency Preparedness and Response. (2007). [Emergency Preparedness Checklist for Case Management and Home Care Services](#).

This checklist was created to ensure that clients receiving homecare and case management services in Montgomery County (MD) develop an emergency plan and stock a 72 hour (or longer) supply of nine essential items (e.g., water, food, hygiene items, and clothes). The checklist can be replicated by others, and can also be added to a client's chart.

State of Florida, Department of Elder Affairs. (2007). [Comprehensive Emergency Management Plan \(CEMP\) Format for Hospices](#).

Although outdated, this document provides a basic template for hospices to use related to emergency management protocols.

State of Louisiana. (2017). [Louisiana Model Home Health Agency Emergency Plan. City of Baton Rouge](#).

Though it includes Louisiana-specific information, this template can be adapted by home health agencies in other states to develop emergency operations plans. It is an update of the content in the 2015 Louisiana Model Home Health/Hospice Emergency Plan and includes information relevant to compliance with the Centers for Medicare and Medicaid Services (CMS) Emergency Preparedness (EP) Rule.

The Association for Home and Hospice Care of North Carolina. (2007). [Emergency Preparedness Handbook](#).

This handbook was designed to help home and hospice care agencies, staff, and patients develop their disaster plans. It provides an introduction to a variety of hazards for providers, discussion scenarios, forms, and templates.

Virginia Department of Health, Office of Licensure and Certification. (2006). [Emergency Preparedness Planning for Hospice and Home Care Providers](#).

This document provides clear, concise emergency plan guidance for hospice and homecare providers in Virginia (but it can be used by those in other states responsible for developing a plan).

Wisconsin Department of Health Services. (2018). [CMS Emergency Preparedness Rule Toolkits](#).

This webpage includes links to toolkits and other resources designed to help select healthcare facilities better understand the Centers for Medicare & Medicaid Services (CMS) Emergency Preparedness Rule. There is both a PDF (toolkit) and Word version (workbook) for each facility type, and the relevant CMS rules for each facility type are included. Each toolkit includes sample templates and planning worksheets that can help facilities develop compliant plans, policies, and procedures.