

- 
- Identify suitable areas on the periphery of the facility to store human remains without refrigeration \_\_\_\_\_  
\_\_\_\_\_
  - Identify any equipment (ice making, etc.) or materials/supplies needed (storage bags for ice, deodorizers, body bags, heavy duty plastic wrap, tarps, pallets, etc.) to provide temporary storage of human remains \_\_\_\_\_  
\_\_\_\_\_
  - Identify ways to control and isolate temporary morgue provisions away from healthy facility occupants (residents, staff, and visitors) \_\_\_\_\_  
\_\_\_\_\_

**A Morgue Log Sheet shall be utilized, which can be found in Appendix Q.**

## **16. Continuity of Operations Planning (COOP)**

\_\_\_\_\_ (*facility name*) realizes the necessity to continue operations following a crisis or disaster situation. \_\_\_\_\_  
(*facility name*) shall review and identify critical/essential functions, personnel, and other factors that must remain operational immediately following a crisis or disaster situation to help ensure the safety of facility occupants (residents, staff, and visitors) as well as allow the facility to provide services immediately following a critical event. The North Carolina Continuity of Operations Planning (COOP) Manual (<http://www.dem.dcc.state.nc.us/ARCHIVES/COOP%20Planning%20Manual%20ed.pdf>) identifies seven objectives in COOP that includes the following:

- To ensure the continuous performance of an agency's essential functions during an emergency
- To ensure the safety of patients and employees
- To protect essential equipment, records, and other assets
- To reduce disruptions to operations
- To minimize damage and losses
- To achieve an orderly recovery from emergency operations

To identify relocation sites and ensure operational and managerial requirements are met before an emergency occurs

**See Appendix R for North Carolina COOP Planning Manual**

Whereas the **All Hazards Emergency Plan** is designed to provide guidance and assistance on planning, preparedness response, and recovery from a critical event, **Continuity of Operations Planning** helps ensure that the facility can sustain operations that are absolutely vital including administrative and business components of the facility (records, payroll, finance, funding, insurance, etc.)

**See Appendix S for an article regarding Business Interruption Planning.**