
Section V: Recovery

1. Authority to Call for Re-Entry to Facility

Following a crisis or disaster situation, re-entry into _____ (*facility name*) must receive approval by all appropriate authorities having jurisdiction (local, county, state, etc.) and may only be initiated if the _____ (*facility name*) is deemed safe for occupancy.

- A. The Administrator or designee shall have the authority to call for re-entry once it is deemed safe
- B. Notify staff members and participating agencies regarding return to normal operations, including:
 - 1. Ownership/Corporate entities
 - 2. Division of Facility Services
 - 3. Police
 - 4. Fire Department
 - 5. County Health Department
 - 6. County Emergency Management Director
 - 7. EMS
 - 8. Insurance agent
 - 9. Other relevant agencies that provide clearance
- C. Notify residents, Medical Director, all attending physicians, families, and responsible parties of the re-entry
- D. Notify Ombudsman of re-entry (Proposed CMS Guidelines)
- E. Implement a return process that provides for a gradual and safe return to normal operations

2. Post Disaster Procedures for the Facility

- A. "Incident Command Structure will function as recovery team and designate members to team as needed to determine priorities for resuming operations
 - B. Physically secure the property
 - C. Conduct Damage Assessment of the facility (see Section 3 below)
 - D. Protect undamaged property. Close up building openings. Remove smoke, water, and debris. Protect equipment against moisture
 - E. Restore power and ensure all equipment is functioning properly
 - F. Separate damaged repairable property from destroyed property. Keep damaged property on hand until insurance adjuster has visited the property
 - G. Report claim to insurance carrier
 - H. Take an inventory of damaged goods. (This is usually done with the insurance adjuster)
 - I. Invite Emergency Management Agency Representative to visit, so residents can report loss if necessary. (Proposed CMS Guidelines)
 - I. Keep detailed records for repairs, loss mitigation. Photograph and /or video tape the damages
 - J. Restore equipment and property. For major repair work, review restoration plans with the insurance adjuster and appropriate local and state agencies
 - K. Assess the value of damaged property and impact of business interruption."
- (*Disaster Planning Guide*, p. 28. Florida Health Care Association, 2005)

See Appendix CC for information regarding hurricane recovery.

See Appendix DD for information regarding flood recovery.