

SUBJECT: HOSPITAL - ADOPT A SHELTER PROGRAM

PURPOSE: To provide support to meet the health needs of evacuees in established disaster shelters when the need exceeds available medical resources.

AUTHORITY: California Health and Safety Code Section 34070-34072
California Health and Safety Code Section 101025, 101030
The Federal Charter of the American Red Cross
National Response Plan, Public Health and Medical Services Annex,
Emergency Support Function (ESF) #8

PRINCIPLE:

1. The primary responsibility for the general health of a community in a disaster rests with the local public health authorities and local medical, nursing, health, and hospital facilities. The American Red Cross (ARC) as part of the community's emergency response system supplements the existing service delivery system for community health care.
2. By congressional mandate and in accordance with its corporate policy, the ARC has a long-standing disaster relief mission. The ARC is a partner with government in helping to fulfill government's legal responsibility of providing care and shelter for its citizens in a disaster.
3. The Hospital - "Adopt a Shelter" program is designed to supplement existing health-related services, secure resources to meet the health needs of the evacuees, and mitigate disaster-related illness, injury and death. The role of the adopting hospital will include providing medical screening, first aid treatment, medical/nursing care, writing prescriptions/prescription refills, immunizations, TB testing and the like.
4. Although the adopting hospital personnel will be carrying out the aforementioned functions, the ARC will manage the overall shelter operation. Support services for mental health and social services will be provided by the various County departments. Evacuees who require more advanced health care that can not be provided at the shelter will be referred, preferably, to the adopting hospital's services or County services.
5. Participation with this program is voluntary. Hospitals that adopt a shelter are encouraged to meet the health needs of the evacuees and keep track of expenses incurred while participating in this program. The County of Los Angeles will work closely with state and federal agencies to seek assistance with regard to reimbursement.

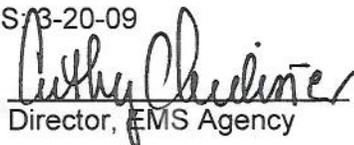
POLICY:

- I. Role of the Adopting Hospital - the adopting hospitals will:

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SUPERSEDES: 3-20-09

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APPROVED:


Director, EMS Agency


Medical Director, EMS Agency

- A. Provide at least one Registered Nurse (RN) to staff the shelter (24 hours a day, 7 days a week) during the entire operation of the shelter. On-call response may be evaluated as an option as shelter operations progress.
 - B. Provide additional medical/health staff as needed (i.e., physicians to write prescriptions).
 - C. Hospital staff will be performing the following functions:
 - 1. Assessing and meeting immediate health needs, for example, giving minor first aid
 - 2. Interviewing evacuees to determine disaster-caused health needs such as lost medications, dentures, eye glasses, and the like
 - 3. Determine whether evacuees need assistance in replacing some or all of their lost health care items
 - 4. Working with public health personnel to provide education on communicable disease as well as administering immunizations and conducting TB testing
 - 5. Identifying and connecting evacuees with local resources who can help meet their disaster caused health needs
 - 6. Assessing and advocating for safety and sanitation issues in the shelter
- II. Role of the Department of Health Services (DHS) - DHS will:
- A. Arrange contact with representatives of the ARC to coordinate staff orientation.
 - B. Serve as a resource for any health issues that are beyond the capability of the shelter.
 - C. Assist with the planning for any extended medical care needs of shelter residents.
 - D. Assist with critical care transport and with other medical coordination needs in moving shelter residents.
 - E. Coordinate with the County Office of Emergency Management in providing recovery support.
 - F. Work with the State and Federal government to address reimbursement issues and attempt to secure funding for hospital activities.
- III. Role of the American Red Cross (ARC) - ARC will:
- A. Provide technical assistance and logistical support with shelter operations.

- B. Assist with supply needs as ARC resources allow (cots, blankets, hygiene kits, meals, etc.).
- C. Provide trained volunteers who will oversee the on-site shelter operations.
- D. Provide an orientation to hospital staff. Areas of information to be covered include:
 - 1. Disaster Health Services Protocols which describes the parameters within which the licensed professional may deliver medical/nursing care
 - 2. Making effective referrals to local health care providers when the required care exceeds the scope of the protocols
 - 3. Identification and prevention of potential health problems
 - 4. Assessment of safety and sanitation issues in the shelter
 - 5. Appropriate documentation for continuity of care

IV. Support Agencies/Organizations

- A. County Office of Emergency Management (OEM) - OEM will serve as the coordinating body for all County departments.
- B. Department of Public Social Services (DPSS) - DPSS will oversee those mass care operations at the shelter that are non-medical, per its role as the lead agency for care and shelter at the Operational Area. DPSS will provide personnel as needed to assist with running the shelter infrastructure and to fill non-medical staffing needs – registration, arranging for mass feeding & snacks, disaster welfare inquiries, and securing general shelter supplies.
- C. Department of Mental Health (DMH) - DMH staff will assess mental health needs and arrange for disaster mental health services. They will also ensure the continuation of care and treatment for those clients within the mental health system who may be in the shelter.
- D. Security – The ARC will ensure security at the shelter site.

PROCEDURE:

- 1. DPSS, in collaboration with the ARC, will determine the sites for mass sheltering. If a need for medical personnel to assist with shelter operations arises, a request will be made through the County Emergency Operations Center (CEOC). The CEOC will forward the request to the Department of Health Services Department Operations Center (DOC). The EMS Agency as the Medical and Health Disaster Coordinator for the County of Los Angeles will manage resource requests forwarded to the DOC.
- 2. The DOC will work collaboratively with the Hospital Association of California (HASC) to solicit interest of hospitals in adopting a shelter. In general, hospitals located within the general geographic area of the shelter site will be contacted first.

3. Once a hospital has expressed its interest in adopting a shelter, the DOC will contact the hospital directly to coordinate activities between the hospital, DPSS and ARC.
4. The DOC will establish periodic communications with the adopting hospital and/or the shelter site to determine status of shelter operations and additional health needs.
5. During the recovery phase, the DOC will coordinate with all entities involved in this program to assist with the closure of shelter operations.