



**State of Louisiana**  
Louisiana Department of Health  
Office of the Secretary

November 15, 2016

Dear Office of Emergency Preparedness Director:

This year, as several parishes in our state experienced devastating flooding, we were reminded of Louisiana's vulnerability to disasters. As you are well aware, it is vital that parish, state, and federal agencies collaborate during emergencies in order to safeguard the health and safety of Louisiana's citizens. Recently, the federal Centers for Medicare & Medicaid Services (CMS) published regulations to establish national emergency preparedness requirements (*Emergency Preparedness Requirements for Medicare and Medicaid Participating Providers and Suppliers, File Code CMS 3178-F*) to ensure that healthcare facilities are adequately prepared to respond to and recover from natural and man-made disasters. CMS has directed seventeen (17) healthcare provider types who participate in the Medicare or Medicaid program to coordinate with federal, state, tribal, regional, and local emergency preparedness systems. These new regulations will go into effect on November 16, 2016 and affected providers must be in full compliance by November 16, 2017.

1. Perform a risk assessment that uses an "all-hazards" approach prior to establishing an emergency plan.
2. Develop and implement policies and procedures that support the successful execution of the emergency plan and risks identified during the risk assessment process
3. Develop and maintain an emergency preparedness communication plan that complies with both federal and state law.
4. Develop and maintain an emergency preparedness training and testing program.

The seventeen (17) provider types affected are:

1. Hospitals
2. Religious Non-Medical Health Care Institutions (RNHCIs)
3. Ambulatory Surgical Centers (ASCs)
4. Hospices
5. Psychiatric Residential Treatment Facilities (PRTFs)
6. All Inclusive Care for the Elderly (PACE)
7. Transplant Centers
8. Long Term Care Facilities (LTC)

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9. Immediate Care Facilities for Individuals with Intellectual Disabilities (ICF//IID)
10. Home Health Agencies
11. Comprehensive Outpatient Rehabilitation Facilities (CORFs)
12. Critical Access Hospitals (CAHs)
13. Clinics, Rehabilitation Agencies, and Public Health Agencies as Providers of Outpatient Physical Therapy and Speech-Language Pathology Services
14. Community Mental Health Centers (CMHCs)
15. Organ Procurement Organizations (OPOs)
16. Rural Health Clinics and Federally Qualified Health Centers (FQHCs)
17. End-Stage Renal Disease Facilities (ESRD)

*Each provider and supplier type will have its own set of Emergency Preparedness regulations incorporated into its set of conditions or requirements for certification.*

Please note that healthcare providers in your parish may soon contact you in order to discuss their preparations for meeting the new CMS regulations. The Louisiana Department of Health (LDH) has prepared and attached the following documents:

- Resource web links on the new rule and tools
- List of Healthy Louisiana Plans and their Emergency Preparedness contact information.
- List of LDH Designated Regional Coordinators (DRC)
- List of LDH Regional Public Health Emergency Response Coordinator (PHERC) contact information
- Link to Parish Office of Homeland Security and Emergency Preparedness contact information
- Chart of CMS requirement by provider type
- List of sortable providers affected (see excel tabs)

This information may prove helpful as you work with the representatives from your parish's affected healthcare facilities. If you have any questions, please contact the LDH Health Standards Section at 225-342-0138.

Sincerely,



Rebekah Gee, MD  
Secretary

## **RESOURCES**

### **Centers for Medicare & Medicaid Resources**

- Link to CMS Press Release:  
<https://www.cms.gov/Newsroom/MediaReleaseDatabase/Press-releases/2016-Press-releases-items/2016-09-08.html>
- Link to CMS Emergency Preparedness Rule: (Will be officially posted on 9/16/16):  
<https://s3.amazonaws.com/public-inspection.federalregister.gov/2016-21404.pdf>
- Link to Core Emergency Preparedness Rule Elements:  
<https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertEmergPrep/Core-EP-Rule-Elements.html>
- Link to the Assistant Secretary of Health and Human Services Healthcare Emergency Preparedness Information Gateway (TRACIE):  
<https://asprtracie.hhs.gov/cmsrule>
- Link to Additional General Resources for Emergency Preparedness  
<https://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/SurveyCertEmergPrep/Downloads/General-Resources-for-Emergency-Preparedness.pdf>

### **Four Core Elements Requirements Resources**

#### **Risk Assessment**

- Link to FEMA's Threat and Hazard Identification and Risk Assessment (All-Hazards Approach) for Inclusion in Facility Emergency Plan:  
<https://www.fema.gov/threat-and-hazard-identification-and-risk-assessment>
  - Template 1: [https://www.fema.gov/media-library-data/8ca0a9e54dc8b037a55b402b2a269e94/CPG201\\_htrag\\_2nd\\_edition.pdf](https://www.fema.gov/media-library-data/8ca0a9e54dc8b037a55b402b2a269e94/CPG201_htrag_2nd_edition.pdf)
  - Template 2: [https://www.fema.gov/media-library-data/20130726-1914-25045-9956/final\\_national\\_mitigation\\_framework\\_20130501.pdf](https://www.fema.gov/media-library-data/20130726-1914-25045-9956/final_national_mitigation_framework_20130501.pdf)
- Link to Meeting the Functional Needs of At-Risk and Vulnerable Populations:  
<http://www.naccho.org/programs/public-health-preparedness/systems-preparedness>
- Link to Kaiser Permanente HVA Tool:  
<http://www.calhospitalprepare.org/hazard-vulnerability-analysis>

#### **Policies and Procedures**

- Link to Get Started: Emergency Preparedness Checklist for Small Businesses:  
[https://www.osha.gov/dte/grant\\_materials/fy07/sh-16618-07/sm\\_business\\_emergency\\_checklist.pdf](https://www.osha.gov/dte/grant_materials/fy07/sh-16618-07/sm_business_emergency_checklist.pdf)
- Link to Disaster Preparedness: Emergency Evacuation Program Policy:  
[https://www.shrm.org/resourcesandtools/tools-and-samples/policies/pages/cms\\_000587.aspx](https://www.shrm.org/resourcesandtools/tools-and-samples/policies/pages/cms_000587.aspx)
- Link to Business Continuity and Disaster Preparedness Plan (Sample Plan):  
<https://www.ready.gov/sites/default/files/documents/files/sampleplan.pdf>
- Link to Emergency Response Plan:  
<https://www.fema.gov/media-library/assets/documents/89518>
- Link to Project Public Health Ready:  
<http://www.naccho.org/programs/public-health-preparedness/pphr>

#### **Communication Plan**

- Link to FEMA's Comprehensive Preparedness Guide to Develop and Maintain Emergency Operations Plans:  
[https://www.fema.gov/media-library-data/20130726-1828-25045-0014/cpg\\_101\\_comprehensive\\_preparedness\\_guide\\_developing\\_and\\_maintainin\\_g\\_emergency\\_operations\\_plans\\_2010.pdf](https://www.fema.gov/media-library-data/20130726-1828-25045-0014/cpg_101_comprehensive_preparedness_guide_developing_and_maintainin_g_emergency_operations_plans_2010.pdf)
- Link to Planning Documents (Various Louisiana Emergency Plans/After-Action, Recovery, Model, Strategic, and Other Plans):  
<http://gohsep.la.gov/PREPARE/PLANNING-OVERVIEW>

#### **Training and Testing**

- Link to Homeland Security Exercise and Evaluation (HSEEP):  
[https://www.fema.gov/media-library-data/20130726-1914-25045-8890/hseep\\_apr13\\_.pdf](https://www.fema.gov/media-library-data/20130726-1914-25045-8890/hseep_apr13_.pdf)
- Link to Addressing Administrative Preparedness:  
<http://www.naccho.org/programs/public-health-preparedness/systems-preparedness>

## **Healthy Louisiana Plans Emergency Preparedness Managers**

### **Aetna**

Margaret Pierce 504-667-4459 [PierceM1@aetna.com](mailto:PierceM1@aetna.com)

### **AmeriHealth Caritas LA**

Allison Vincent 225-300-9220 [avincent@amerihealthcaritasla.com](mailto:avincent@amerihealthcaritasla.com)

Herman Jones 225-300-9180 [hmjones@amerihealthcaritasla.com](mailto:hmjones@amerihealthcaritasla.com)

### **Amerigroup**

Kim Chope 850-619-1192 [kim.chope@amerigroup.com](mailto:kim.chope@amerigroup.com)

Jennifer Mace 757-473-2737 ext. 34304 [jennifer.mace@amerigroup.com](mailto:jennifer.mace@amerigroup.com)

### **Louisiana Health Connections**

Alesia Wilkins-Braxton 225-201-8482 [albraxton@centene.com](mailto:albraxton@centene.com)

### **United Healthcare**

Karl Lirette 504-849-3523 [karl.lirette@uhc.com](mailto:karl.lirette@uhc.com)

## **LDH Designated Regional Coordinators**

New Orleans	Cynthia Davidson	504-837-1171	<a href="mailto:region1adrc@gmail.com">region1adrc@gmail.com</a>
Baton Rouge	Connie DeLeo	225-572-9658	<a href="mailto:connie.deleo@brgeneral.org">connie.deleo@brgeneral.org</a>
Baton Rouge	Rick Boyer	225-765-5978	<a href="mailto:richard.boyer@ololrnc.com">richard.boyer@ololrnc.com</a>
Thibodeaux	Kim Beetz	985-413-2859	<a href="mailto:region3drc@yahoo.com">region3drc@yahoo.com</a>
Lafayette	Liz Harmon	337-570-4230	<a href="mailto:lharmon@lgh.org">lharmon@lgh.org</a>
Lake Charles	Liz Harmon	337-570-4230	<a href="mailto:lharmon@lgh.org">lharmon@lgh.org</a>
Alexandria	Mary Tarver	318-448-6861	<a href="mailto:mary.tarver@christushealth.org">mary.tarver@christushealth.org</a>
Shreveport	Knox Andress	318-813-3311	<a href="mailto:wandr1@lsuhsc.edu">wandr1@lsuhsc.edu</a>
Monroe	Mike Brame	318-966-4971	<a href="mailto:bramem@stfran.com">bramem@stfran.com</a>
Hammond	Keith Peek	985-290-2642	<a href="mailto:region9drc@yahoo.com">region9drc@yahoo.com</a>

## **LDH Public Health Emergency Response Coordinators**

New Orleans	Jovan Bernard	225-485-6322	<a href="mailto:jovan.bernard@la.gov">jovan.bernard@la.gov</a>
Baton Rouge	Schaun Morgan	225-354-5649	<a href="mailto:schaun.morgan@la.gov">schaun.morgan@la.gov</a>
Thibodeaux	Kayla Guerrero	225-614-5053	<a href="mailto:kayla.guerrero@la.gov">kayla.guerrero@la.gov</a>
Lafayette	Carol Broussard	337-380-1922	<a href="mailto:carol.broussard@la.gov">carol.broussard@la.gov</a>
Lake Charles	Mike Parent	225-614-5051	<a href="mailto:mike.parent@la.gov">mike.parent@la.gov</a>
Alexandria	Patricia White	318-613-2854	<a href="mailto:patricia.white@la.gov">patricia.white@la.gov</a>
Shreveport	Frank Robison	225-252-3045	<a href="mailto:frank.robison@la.gov">frank.robison@la.gov</a>
Monroe	Sheila Hutson	318-366-5828	<a href="mailto:sheila.hutson@la.gov">sheila.hutson@la.gov</a>
Hammond	Thomas Jordan	225-287-6858	<a href="mailto:thomas.jordan@la.gov">thomas.jordan@la.gov</a>

## **Parish Office of Homeland Security and Emergency Preparedness Contacts**

<http://gohsep.la.gov/ABOUT/PARISHPA>