Sample Plan

Hazard #3: Water Supply Disruption

Situation/Indicator	Actions
Water shortage occurs or is predicted	Site Manager notifies Executive-Administration Executive appoints Incident Commander, possibly the Safety Officer Incident Commander determines if more Incident Management staff is needed. ✓ Identifies site manager at affected site (usually appointed Operations Chief)
Inventory current water supplies	✓ Assess bottled water supply for a short term solution ✓ Determine if non-potable water is available and can be used for toilet flushing
Coordinate with local utility district and/or County agencies	✓ Ask utility (local water supplier) if temporary supplies can be delivered/accessed ✓ Coordinate with Administration, i.e., cost of service ✓ Check with County agencies (Public Health, Environmental Health, OES) for possible assistance & resources
Long term shortage	✓ Evaluate relocation of services in community ✓ Notify the MHOAC (Medical Health Operational Area Coordinator) of modification to services provided in the community ✓ Notify Environmental Health ✓ Notify CDPH Licensing & Certification (Medical) change of services ✓ Provide accurate information to patients/clients & other community members ✓ Develop, provide, & update media messages
Closure	✓ Secure & close facility per usual process ✓ Coordinate with Human Resources regarding staff loss of hours & pay practices ✓ Notify alarm service, if applicable
Non-potable water	✓ Depending upon the degree of contamination, a healthcare facility may be able to stay open if a source of clean water is available. Clean water must be available for drinking, cleaning instruments & surfaces, & hand hygiene. ✓ Non-potable water used for flushing must not contain a health hazard (aerosolization) ✓ Contact TC Environmental Health for clearance, testing, and on-going support
Community wide event	✓ Maintain contact with Emergency Services agencies
Documentation of event	Event is documented with the Disaster Evaluation tool (After Action evaluation completed after the event)