

**SHAKER PLACE REHABILITATION AND NURSING CENTER**  
**Emergency Preparedness Operations Manual**



**Pandemic Emergency Plan (PEP)**

**POLICY:**

When a pandemic is detected in the geographic region of Shaker Place Rehabilitation and Nursing Center, Shaker Place will take aggressive infection control measures to prevent introduction of the disease to residents, staff and visitors. Shaker Place will implement the below procedures in accordance with our Emergency Preparedness Manual.

**PROCEDURES:**

**Prevention**

Due to the increased risk of mortality from the identified pandemic, early prevention of an outbreak consists of the following measures:

- Train clinical staff in the modes of transmission of the virus
- Review vaccination of residents and staff (If available); Re-offer vaccines if necessary
- Social distancing (stay six feet away from other individuals)
- Practice cough etiquette (cough into bend of elbow or tissue)
- Early detection; Screen employees in lobby when they enter the building at the start of shift and the beginning of each additional shift
- Send any symptomatic employees home with direction for appropriate follow-up
- Use of appropriate personal protective equipment (PPE)  
 Display signs and/or posters (in appropriate languages) at the entrance to the facility restricting entry by any persons who have been exposed or have symptoms of the pandemic infection

**Admissions, Re-admissions and Bed Hold**

- Any and all admissions and re-admissions from a hospital, or other location, must have documentation of a negative test related to the current pandemic; if applicable
- The type of test and the time-frame of when the test is given and results received would be based on CMS, CDC and other state, federal and local regulations and appropriate logistics
- Once admitted to Shaker Place, the resident will be placed on a specific unit designated exclusively for new admissions and re-admissions
- The individual will remain on that unit for no less than 14 days for observation
- When a resident is hospitalized, Shaker Place will preserve a resident's place at the facility. This will be done in accordance with all applicable state and federal laws and regulations
- In the case of the need to implement the Pandemic Emergency Plan (PEP), the PEP bed hold practice will supersede the Bed Hold Policy in Shaker Place's Admission's Agreement

**Screen and Detection**

- The Admission Policy indicates that residents admitted during periods of a pandemic should be assessed for symptoms of the pandemic
- Information from the monitoring/ observation protocols is utilized to implement infection prevention interventions, such as isolation or cohorting

- All prospective residents and employees shall be screened and have their temperature taken when entering the building to identify potential exposure

### **Surveillance**

- Shaker Place will restrict visitors who have been exposed to a confirmed infected individual or who are symptomatic of the suspected pandemic
- Shaker Place will isolate infected residents and quarantine part of a resident unit to prevent transmission
- Discontinue any sharing of a bathroom with a resident outside the cohort area
- Shaker Place will ensure proper identification of the quarantined area
- To further safe-guard all residents and staff, the facility will also increase observation, signage, along with other appropriate precautions to prevent those residents who tested negative from entering the quarantined area
- Increase resident surveillance for illness. Notify local and state health department if a case is suspected
- If there is an outbreak of a pandemic within the facility, strict adherence to transmission-based precautions and other infection control measures will be implemented according to the most current CDC and CMS recommendations for the specific pandemic outbreak
- A system is implemented to monitor residents and staff daily for symptoms of the pandemic, as well as confirmed cases of influenza
- The facility will work with the New York State Department of Health and other appropriate health care organizations and departments to determine a sustainable solution for protecting residents and staff

### **Education and Training**

- Shaker Place staff will provide training to residents, families and non-clinical staff on the symptoms of the illness and standard infection control precautions (e.g., handwashing, respiratory hygiene/cough etiquette, etc.)
- Education and training should include the usage of language and reading-level appropriate informational materials, such as brochures, posters explaining the pandemic and how to protect yourself and residents, as well as relevant policies. Such materials should be developed or obtained from CDC, CMS, DOH, etc
- Informational materials should be disseminated before and during a pandemic outbreak enters the facility

### **Communication with Staff, Residents, Family, Guardians and Loved Ones**

- Shaker Place will coordinate with specific staff members to create interdisciplinary teams. These teams will provide updates regularly to the Command Center Team as well as staff throughout the facility
- For those individual residents that may have contracted the pandemic specific ailment, resident's family and/or guardian will be notified immediately. Staff will update authorized family members and guardians at least once per day and upon a change in the resident's condition
- In the case of a pandemic, Shaker Place will utilize a variety of different means to communicate with families and guardians at least one a week regarding the facility's status on infection rates and pandemic-related deaths. Depending on the preference of individual families, communication options can include: emails, texts messages, phone calls, information on our website and televised local leaders authorized to give updates on the status of the pandemic infection rate at Shaker Place

- Shaker Place will provide residents with various options in which they can regularly communicate with family and guardians during a time of potential shut down. These video-conferencing and other communication options will be provided to the resident at no cost and can include such options as:
  - Skype
  - Facetime
  - Facebook messenger

### **Personal Protective Equipment**

Shaker Place Rehabilitation and Nursing Center will maintain or contract with various companies to ensure there is at least a 60-day supply of personal protective equipment available. Supplies to be maintained, include, but are not limited to:

- N95 respirators
- Masks
- Face shields
- Eye protection
- Gowns
- Gloves
- Sanitizer and disinfectants in accordance with current EPA guidance

Shaker Place's supply of the above will be based on the facility's census, not capacity. Our facility will determine supply needs based on past experience and guidance and/or regulatory requirements of NYS DOH and / or CMS.

Shaker place will be cognizant of experience with prior pandemic response and adopt protocols utilizing that past experience. These protocols / plans will be created to handle the worst case scenario's without implementing shortage or mitigation efforts.

*Shaker Place shall comply will all policies and procedures as it relates to local, state and federal regulations. This policy may be updated to reflect changes in the regulations, whether in general or as it relates to a specific pandemic, epidemic and/or infectious disease.*

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*Updated: August 2020*