*St. Johnsville Rehabilitation and Nursing Center ~ Pandemic Emergency Plan*

**Communication Plan:**

**Develop:** A communication plan that updates authorized family members and guardians of residents infected with the pandemic infectious disease at least once per day and upon a change in the Resident’s condition.

**Delivery of Service:** **Authorized Families and Guardians of Infected Residents** are to be updated at least once per day and upon a change in a resident's condition via Telephone Call from a member of the IDT. Nursing Administration and Medical will review the Pandemic Infection Disease data each day. Nursing Administration (DNS, ADNS, IC RN, or Nursing Unit Managers) will be responsible for communicating updates with alert and oriented Residents and with their permission, the authorized family members & guardians. If Nursing Administration is not available to execute the communication; then they will notify the Director of Resident and Family Services and/or the Administrator to do the updates. These communications will be documented in the Electronic Medical Record.

**Develop:** A communication Plan that updates all Residents, authorized family members, and guardians once per week on the number of infections and deaths at the facility.

**Delivery of Service:**  **Residents** will be informed on the number of infections and deaths at the facility, that are the result of an Infectious Disease that has been defined by appropriate authorities as a Pandemic, once a month via a Resident Council Meeting.

1. Family members & guardians: St. Johnsville and Rehabilitation and Nursing Center utilizes an e-mail group tool, virtual conferencing, and phone calls of authorized family members & guardians for such updates & as scripted above.
	1. **In addition,** the Administrator is available to all family members and guardians 24-7 via email. Nursing Supervisor for all shifts has the Administrator cell phone in the case that immediate attention is required.
	2. The facility is using Robo-call technology to communicate to the families on a regular basis. This would also be used in an emergency for quick communication

**Develop:** A plan to provide all Residents with daily access to free remote videoconferencing, or similar communication methods, with authorized family members and guardians; and communications must be by electronic means or other method selected by each family member or guardian.

 **Delivery of Service:** Land-line phone, cellular phone, free remote videoconferencing is all being offered and utilized at St. Johnsville Rehabilitation and Nursing Center. The Director of Activities and the Director of Social Work are the lead facilitators for all modes of communications.

**Infection Protection Plan:**

**Develop:** Infection Protection Plan for staff, residents, and families, to include a plan for readmission of Residents to the facility after hospitalization for the pandemic infectious disease. Such plan must comply with all other applicable State and federal laws and regulations, including but not limited to 10 NYCRR 415.19, 415.3(i)(3)(iii) and 415.26(i); and 42 CFR 483.15(e). The facility’s plan should also consider how to reduce transmission in the event there are only one or a few Residents with the pandemic disease in a facility and corresponding plans to cohort:

**Delivery of Service:**

**Policy:** St. Johnsville Rehabilitation and Nursing Center has an agreement with St. Mary’s Urgent Care (which is housed in the facility) to isolate and treat COVID positive resident in this area. This area has multiple treatment areas and storage for multiple beds and supplies. Staff has been identified to be the point staff in this event and will be dedicated to this spot if the occurrence is activated

Definitions:

Pandemic: an epidemic occurring worldwide, or over a very wide area, crossing international boundaries and usually affecting many people

St. Mary Urgent Care: Isolation Precaution rooms reserved for residents deemed necessary by the Medical Team, or any in-house Resident who is experiencing any new symptoms of Respiratory Illness; that is not otherwise related to any current or historic diagnoses.

**Procedure:**

1. All Residents/Patients will be screened for new symptoms of Infectious Disease per provider order.
	1. If any Resident/Patient exhibits any new symptom of Infectious Illness, the on-shift Supervisor will report the findings the facility Infection Preventionist for further direction.
		1. Infection Preventionist will report any pertinent information to the Administrator and Medical Director.
	2. If a Resident exhibits symptoms of new Infectious Illness the Infection Preventionist will place the Resident on the St. Mary’s Urgent Caret until further notice.
2. Any new admission will be tested prior to being admitted and will be denied if positive for COVID.
3. Any Resident who must attend an outside appointment will be kept in isolation on the unit and monitored and tested as needed.

**Develop:** Having personal protective equipment (PPE) in a two-month (60 day) supply at the facility or by a contract arrangement.

**Delivery of Service:**

**Policy:** To be prepared for a Pandemic, St. Johnsville will always ensure a 60-day supply of Personal Protective Equipment. The depletion of supplies will be consistently replenished if the case of high usage. All vendors that supply such equipment will be communicated with on a regular basis to ensure steady flow of product.

Definitions:

Personal Protective Equipment

1. N95 Respirator Masks
2. Surgical Masks
3. Disposable and/or Re-washable Isolation Gowns
4. Face Shields
5. Gloves
6. Hand Sanitizer

**Procedure:**

1. A 60-day supply of the above defined PPE is fortified and will be secured (in the event of an outbreak) by St. Johnsville Rehabilitation and Nursing Center. We have used contracted Vendors to accumulate the 60-Day inventory. The Purchasing Coordinator utilized line item burn rates to ensure adequate supply.
	1. If additional PPE cannot be obtained from usual contracted vendors, St. Johnsville Rehabilitation and Nursing Center will reach out to the Office of Emergency Management and any other viable outside agencies/vendors for assistance.
2. It is the responsibility of the Purchasing Coordinator, in collaboration with the Administrator, to keep an accurate and up-to-date record of PPE supplies.
3. The 60-day PPE Supply is stored in a designated area, as defined by the IDT.

**Plan for preserving a Resident’s place at the facility when the Resident is hospitalized.**

**Develop:** a plan that must comply with all applicable State and federal laws and

regulations, including but not limited to 18 NYCRR 505.9(d)(6) and 42 CFR

483.15(e).

**Delivery of Service:** The St. Johnsville Rehabilitation and Nursing Center Interdisciplinary Team is responsible for preserving a Residents place at the facility if he or she has been hospitalized and is subsequently ready to return. Per routine protocol, all hospitalized individuals will be assessed for clinical appropriateness, to ensure safe & appropriate delivery of care at St. Johnsville Rehabilitation and Nursing Center. In addition, The Admissions Team will secure all required lab test results (inclusive of negative Covid-19 tests) from the discharging hospital prior to re-admitting any Resident. The IDT will review bed availability each day as part of routine operations and accommodate the preservation of a bed to our Residents who have been hospitalized and wish to return. Pending any infection control protocols, the returning Resident will be permitted to return to an available bed in the location of the facility that he or she previously resided. If there is not an available bed in that part, the resident will be given the option to take an available bed in another distinct part of the facility and return to the previous distinct part when a bed becomes available.

**Other Testing and Diagnostic Tool:** The federal Government has provided St. Johnsville Rehabilitation and Nursing Center a Rapid Response testing machine to obtain COVID results in 15 minutes. This machine will be use in tandem with other required testing of staff and residents to identify the disease and act quickly to contain the spread. The Interdisciplinary Team will decipher the use of this tool and implement where necessary.