



Emergency Management Document Review - ASC

Revision 1, 8-15-17

	Requirement	Frequency	HFAP
Planning	Hazard Vulnerability Analysis	Annually	15.00.02
	Evidence HVA has been shared with community emergency response agency	Annually	15.00.02
	Emergency Operations Plan	Annually	15.00.03
	Documented assessment of community's abilities to meet the needs of the ASC during an emergency	Annually	15.00.03
Procedures	Policy on Patient & Track Staffing	Annually	15.01.02
	Policy on Evacuation (i.e. Evacuation Plan)	Annually	15.01.03
	Evidence Evacuation Plan was reviewed by community emergency response agency	Annually	15.01.03
	Policy on Shelter in Place	Annually	15.01.04
	Policy on Medical Documentation	Annually	15.01.05
	Policy on Volunteers	Annually	15.01.06
	Policy on Invoking the 1135 Waiver	Annually	15.01.07
Communication	Communication Plan – Communicating w/staff, authorities, and media during an emergency	Annually	15.02.01
	Staff call-back rosters	Semi-annually	15.02.01
Training & Testing	Training program for new and existing staff	Annually	15.03.01
	Evidence of staff initial training & annual training	Annually	15.03.01
	Testing program (aka Emergency exercises)	Annually	15.03.02
	Two full-scale exercises per calendar year with drill reports	2/Year	15.03.02
	Reports submitted by emergency management committee to ASC leadership and other AHJ	Annually	15.03.02