**Pandemic Disaster Planning**

During times of pandemic, special circumstances exist which disrupt the normal flow of life and business. Food and supply delivery may be disrupted, vital equipment may be unavailable, staffing shortages may develop, and isolation and triage of residents may become necessary. This plan is intended to guide decision making during these situations.

1. Changes to Day to Day operations: During a pandemic, prevention of transmission of germs and thus disease vectors, is the priority. In that case, the AFH will follow all DSHS, DOH, CDC and Governmental protocols but specifically will:
   * Temperature and symptom check each resident daily.
   * Temperature and symptom check each staff member daily.
   * Temperature and symptom check each required visitor (health care, vendors)
   * Restrict visitation to the home as allowed by the [Safe Start Phased Reopening Plan](https://www.adultfamilyhomecouncil.org/wp-content/uploads/2020/08/Safe-Start-Recommendations-and-Requirements-AFH-ALF-ESF-08-05-20.docx).
   * Staff must wear masks at all times while working
   * [Residents must wear masks](https://www.dshs.wa.gov/sites/default/files/ALTSA/rcs/documents/multiple/020-08-06.pdf) when outside their bedroom unless they have a medical condition, mental health condition, developmental or cognitive condition or a disability that prevents wearing a face covering.
   * Use appropriate PPE as available, improvise to best standards if not available.
   * Continue excellent handwashing, cough etiquette, cleaning and disinfection.
   * Isolate residents or sick staff members as appropriate following all guidelines.
2. Planning for Covid-19 testing for staff and residents: The adult family home will maintain access to testing at an established commercial laboratory.
   * Contact the [Local Health Jurisdiction](https://www.doh.wa.gov/AboutUs/PublicHealthSystem/LocalHealthJurisdictions) for timely testing if staff or residents show signs/symptoms or have an exposure to someone with known Covid-19: Local Health Jurisdiction #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   * \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_lab will be used to conduct ongoing testing of residents and staff.
3. If a resident tests positive for Covid-19 we will (edit to choose option that fits your home)
   * transfer the resident(s) to another care setting since we are unable to cohort in the home
   * dedicate a space to care for resident(s) with Covid-19 (only if you have appropriate PPE, staffing levels and area to cohort)
4. Personal Protective Equipment (PPE): The adult family home will maintain at least a 14-day supply of PPE prior to modifying visitor restrictions according to the Safe Start Phased Reopening plan.
5. Planning for disruption in Availability of foods: The Adult family home will maintain at minimum a 3 day supply of emergency food and water at all times, but during times of suspected pandemic, it is prudent to begin developing a larger supply of easy to serve, ready to eat foods. Canned meats and soups, vegetables and fruits, and simple to prepare foods with a long shelf life. Powdered milk, biscuit mix, oils, oatmeal, dry rice. Attention should be simple to prepare foods that provide adequate calories for survival. If residents are on dietary supplements, an effort will be made to obtain extra supplies on hand during early phase of a pandemic.
6. Planning for disruption in Availability of supplies: The adult family home requires a constant influx of supplies to attend to the daily needs of vulnerable residents. A pandemics could easily upset the delivery of Depends, wipes, toilet paper, shampoo, lotion, cleansers, etc. During early Phase of a pandemic, (or before) it would be prudent for the AFH to attempt to obtain at least a one month’s supply of paper products, incontinence briefs, cleansers, etc. If unavailable during a prolonged pandemic, washable cloths and towels could be utilized in an emergency as both washes for peri area and washable diapers if no other option were available. Bar soap can be used for washing hands, body, hair, and clothing items by hand, if there is no other available substitute.
7. Planning for disruption in Staffing: During a pandemic, it could be assumed that some disruption in staffing could and would likely occur as staff members would be restricted from working if demonstrating any possible symptoms. In many cases, the Adult Family home staffs their facility with more than one caregiver per shift, and in times of staffing shortage may need to resort to staffing with only one caregiver, perhaps for extended 12 hour shifts. If that failed to provide adequate staffing, the AFH would look to facilities nearby who would perhaps be able to provide additional staffing.
8. Planning for disruption in Management of the Home: (list your plan if the Provider becomes ill and is not able to manage the home)