



November 13, 2017

Teresa Timmons  
Southern Pines Healthcare Center  
6140 Congress Street  
New Port Richey, FL 34653

Dear Ms. Timmons,

The Comprehensive Emergency Management Plan for Southern Pines Healthcare Center was received and reviewed by this office on November 13, 2017. The plan has been reviewed according to the "Emergency Management Planning Criteria for Nursing Homes" as required under Florida Statute.

The plan contains the necessary minimum components as well as hazard specific procedures, mutual aid agreements, and Emergency Power Plan to implement the plan. Plan submission and approval is not a guarantee of successful execution as the initiation, development, maintenance and execution of the plan is the responsibility of the facility administrator.

Due to the large number of residential health care facilities in Pasco County which are required to evacuate, and the need for emergency medical transportation, great demand will be placed on ambulance resources. Once a hurricane evacuation is ordered, ambulance companies must give priority to providing emergency transportation in support of the County and may not be available to honor contractual arrangements or meet all demands including medical facilities. Consequently, health care facilities must be prepared for this eventuality by evacuating as early as possible.

Due to the variety of formats we receive plans in and to better serve the agencies, the criteria under which your plan is reviewed is attached. We will require upon submission the criteria work sheets be filled out stating the page and section which each of the criterion may be found.

Your original plan is being returned to you, however in order to comply with the Governor's Emergency Rule 58AER17-1, Pasco County Division of Emergency Management will publish a copy of all Assisted Living Facility and Nursing Home Comprehensive Emergency Management Plans to Pasco County's Website.

If this office can be of further assistance, please contact us.

Sincerely,

A handwritten signature in cursive script that reads "CWildes".

Courtney Wildes  
Emergency Management Coordinator

cc: Ms. Pat Reid Cauffman, AHCA, 525 Mirror Lake Dr. N. #410A, St. Petersburg, FL 33701-3219  
cc: Mr. Brian Richardson, FDEM, 2555 Shumard Oak Blvd., Tallahassee, FL 32399-2100

**NEXT UPDATE DUE: November 2018**

**DIVISION OF EMERGENCY MANAGEMENT**

727.847.8137 | West Pasco Government Center | 8744 Government Drive, Bldg. A | New Port Richey, FL 34654

November 10, 2017

Office of Emergency Management  
Courtney Wildes  
8744 Government Drive, Building A  
New Port Richey, FL 34654  
Email: [cwildes@pascocountyfl.net](mailto:cwildes@pascocountyfl.net)

Dear Ms. Wildes:

Enclosed is the facility's revised Comprehensive Emergency Management Plan (CEMP) submitted for your review. The plan has been revised to include the items listed on your recent letter dated September 8, 2017.

Should there be any questions, please contact me at (727) 842-8402.

Sincerely,



Teresa Timmons, BASW, LPN, NHA  
Administrator



October 2, 2017

Teresa Timmons  
Southern Pines Healthcare Center  
6140 Congress Street  
New Port Richey, FL 34653

Dear Ms. Timmons,

The Comprehensive Emergency Management Plan for Southern Pines Healthcare Center was received by this office on September 8, 2017, and reviewed by this office on October 2, 2017. The plan has been reviewed, but **does not** include all of the required components according to the "Emergency Management Planning Criteria for Nursing Home Facilities" as required under Florida Statute.

Your plan is being returned to you, as the Pasco County Division of Emergency Management will no longer maintain a copy of your facility's comprehensive emergency management plan on file, until it is approved. You have ten (10) business days to correct your plan and resubmit it to Pasco County Division of Emergency Management per the Nursing Home Emergency Power Plan Rule 59AER17-1.

Based on our review, we have determined that the following items are missing from the plan:

1. Flood Zone identification as Zone X
2. Emergency Power section must comply with the Governor's Emergency Plan Rule 59AER17-1
  - o See attachment for this rule
3. Roster of employees and companies with key disaster related roles
4. 2017 Fire Safety Approval Letter from the local fire department

Plan submission and approval is not a guarantee of successful execution as the initiation, development, maintenance and execution of the plan is the responsibility of the facility administrator.

Due to the large number of residential health care facilities in Pasco County which are required to evacuate, and the need for emergency medical transportation, great demand will be placed on ambulance resources. Once a hurricane evacuation is ordered, ambulance companies must give priority to providing emergency transportation in support of the County and may not be available to honor contractual arrangements or meet all demands including medical facilities. Consequently, health care facilities must be prepared for this eventuality by evacuating as early as possible.

The criteria under which your plan is reviewed has been attached to help you better understand how we are evaluating your plan. We strongly recommend the use of Plan Criteria when developing your plan. If this office can be of further assistance, please contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "CWildes", written over a horizontal line.

Courtney Wildes  
Emergency Management Coordinator

cc: Ms. Pat Reid Kaufman, AHCA, 525 Mirror Lake Dr. N. #410A, St. Petersburg, FL 33701-3219  
cc: Mr. Brian Richardson, FDEM, 2555 Shumard Oak Blvd., Tallahassee, FL 32399-2100

**NEXT UPDATE DUE: October 2018**

**DIVISION OF EMERGENCY MANAGEMENT**

727.847.8137 | West Pasco Government Center | 8744 Government Drive, Bldg. A | New Port Richey, FL 34654

# Southern Pines Healthcare Center

## Emergency Management Planning Criteria for Nursing Home Facilities (Criteria)

The following minimum criteria are to be used when developing Comprehensive Emergency Management Plans (CEMP) for all Nursing Homes. The criteria serve as the required plan format for the CEMP, and will also serve as the compliance review document for county emergency management agencies upon submission for review and approval pursuant to Chapter 252, Florida Statutes (F.S.). These minimum criteria satisfy the basic emergency management requirements of 400, Part II, Florida Statutes, but are not designed to provide specific emergency medical planning guidance. Although such planning is required under 400, Part II, Florida Statutes, and this rule and may be included in this plan, those items will not be subject to review or approval by county emergency management agencies.

These criteria are also not intended to limit nor exclude additional materials facilities may decide to include to satisfy other relevant rules, requirements, or any special issues facility administrators deem appropriate for inclusion. As before, such voluntary inclusions will not be subject to the specific review by county emergency management personnel, but only those items identified in these criteria.

### I. INTRODUCTION (SECTION A)

#### A. Provide basic information concerning the facility to include:

- P.1 1. Name of the facility, address, telephone number, emergency contact telephone number and fax number;
- P.1 2. Owner of facility, address, telephone number;
- P.1 3. Year facility was built;
- P.1 4. Name of administrator, address, work/home telephone number;
- P.1 5. Name, address, work/home telephone number of person implementing the provisions of this plan, if different from the administrator;
- P.1 6. Name and work/home telephone number of person(s) who developed this plan;

- 
- Sec. 2  
P. 2 7. Provide an organizational chart with key emergency positions identified.

#### B. Provide an introduction to the Plan, which describes its purpose, time of implementation, and the desired outcome that will be achieved through the

Sec. A

P. 2

planning process. Also provide any other information concerning the facility that has bearing on the implementation of this plan.

II. AUTHORITIES AND REFERENCES (Section 2)

Sec. 2  
P. 1

A. Identify the legal basis for the plan development and implementation of local ordinances and apply 400-23, F.S., and 59A-4.126, Florida Administrative Code (F.A.C.).

Sec. 2  
P. 1

B. Identify reference materials used in the development of the Plan.

Sec. 2  
P. 2

C. Identify the hierarchy of authority in place during emergencies. Provide an organizational chart, if different from the previous chart required.

III. HAZARD ANALYSIS (Section 3)

P. 1

A. Describe the potential hazards that the facility is vulnerable to such as hurricanes, tornadoes, flooding, fires, hazardous materials incidents from fixed facilities or transportation accidents, proximity to a nuclear power plant, power outages during severe cold or hot weather, etc. Indicate past history and lessons learned.

P. 1

B. Provide site specific information concerning the facility to include:

P. 1

1. Number of facility beds, maximum number of clients on site, average number of clients on site;

120 beds  
max 120  
avg 95

P. 1

2. Type of residents served by the facility to include, but not limited to:

P. 1

a. Patients with Alzheimer's Disease

P. 1

b. Patients requiring special equipment or other special care, such as oxygen or dialysis

P. 1

c. Number of patients who are self-sufficient

P. 1

3.

Identification of hurricane evacuation zone facility is in; Zone A

✓

4.

Identification of which flood zone facility is in as identified on a Flood Insurance Rate Map;

Zone X

P. 1

5.

Proximity of facility to a railroad or major transportation artery (per hazardous materials incidents);

P. 1

6.

Identify if facility is located within 10-mile or 50-mile emergency planning zone of a nuclear power plant.

IV. This section of the plan defines the policies, procedures, responsibilities and actions that the facility will take before, during and after any emergency situation. At a minimum, the facility plan needs to address: direction and control; notification; and sheltering.

P.1 A. Direction and Control (section 4)

Define the management function for emergency operations. Direction and control provides a basis for decision-making and identify who has the authority to make decisions for the facility.

P.1 1. Identify by name and title, who is in charge during an emergency, and one alternate, should that person be unable to serve in that capacity.

P.1 → <sup>but</sup> (Sec. 2) P.2+3 2. Identify the chain of command to ensure continuous leadership and authority in key position.

P.1 3. State the procedures to ensure timely activation and staffing of the facility in emergency functions. Are there provisions for emergency workers' families?

P.1 4. State the operational and support roles for all facility staff. (This will be accomplished through the development of Standard Operating Procedures, which must be attached to this plan).

sec. 4 ← 5. State the procedures to ensure the following needs are supplied:

Agreements w/ Syscop a. Food, water and sleeping arrangements.

P.5 b. Emergency power, natural gas or diesel. If natural gas, identify alternate means should loss of power occur which would effect the natural gas system. What is the capacity of emergency fuel system?

P.4 c. Transportation (may be covered in the evacuation section).

P.4 d. 72-hour supply of all essential supplies.

P.5 6. Provisions for 24-hour staffing on a continuous basis until the emergency has abated.



B. Notification

(Section B)

Procedures must be in place for the facility to receive timely information on impending threats and the alerting of facility decision makers, staff and residents of potential emergency conditions.

- P.1 1. Define how the facility will receive warnings, to include off hours and weekends/holidays.
- P.1 2. Identify the facility 24-hour contact number, if different than number listed in introduction.
- P.1 3. Define how key staff will be alerted.
- P.1 4. Define the procedures and policy for reporting to work for key workers.
- P.1 5. Define how residents/patients will be alerted and the precautionary measures that will be taken.
- P.1 6. Identify alternative means of notification should the primary system fail.
- P.1 7. Identify procedures for notifying those facilities to which facility residents will be evacuated.
- P.1 8. Identify procedures for notifying families of residents that facility is being evacuated.

C. Evacuation (Section C)

Describe the policies, role responsibilities and procedures for the evacuation of residents from the facility.

- P.1 1. Identify the individual responsible for implementing facility evacuation procedures.
- P.1 2. Identify transportation arrangements made through mutual aid agreements or understandings that will be used to evacuate residents (Copies of the agreements must be attached as annexes).
- P.1 3. Describe transportation arrangements for logistical support to include moving records, medications, food, water, and other necessities.
- P.1 4. Identify the pre-determined locations where residents will be evacuated.

- P.1 5. Provide a copy of the mutual aid agreement that has been entered into with a facility to receive residents/patients.
- P.1 6. Identify evacuation routes that will be used and secondary routes should the primary route be impassable.
- P.1 7. Specify the amount of time it will take to successfully evacuate all patients/residents to the receiving facility. Keep in mind that in hurricane evacuations, all movement should be completed before the arrival of tropical storm winds (40 mph winds).
- P.1 8. Specify the procedures that ensure facility staff will accompany evacuating residents/patients.
- P.1 9. Identify procedures that will be used to keep track of residents once they have been evacuated to include a log system.
- P.1 10. Determine what and how much should each resident take. Provide for a minimum of 72-hour stay, with provisions to extend this period of time if the disaster is of catastrophic magnitude.
- P.1 11. Establish procedures for responding to family inquiries about residents who have been evacuated.
- P.1 12. Establish procedures for ensuring all residents are accounted for and are out of the facility.
- P.1 13. Determine at what point to begin the pre-positioning of necessary medical supplies and provisions.
- P.1 14. Specify at what point the mutual aid agreements for transportation and the notification of alternative facilities will begin.

D. Re-entry (section D)

Once a facility has been evacuated, procedures need to be in place for allowing residents or patients to re-enter the facility.

- 1. Identify who is the responsible person(s) for authorizing re-entry to occur.
- 2. Identify procedures for inspecting the facility to ensure it is structurally sound.

Sec. C P. 3 + Sec. D P. 1

Sec. D; P. 1



Sec. C; P.3

3. Identify how residents will be transported from the host facility back to their home facility and identify how you will receive accurate and timely data on re-entry operations.

E. Sheltering (Section E)

If the facility is to be used as a shelter for an evacuating facility, the plan must describe the sheltering/hosting procedures that will be used once the evacuating facility residents arrive.

P.1 1. Describe the receiving procedures for arriving residents/patients from evacuating facility.

P.1 2. Identify where additional residents will be housed. Provide a floor plan, which identifies the space allocated for additional residents or patients.

P.1 3. Identify provision of additional food, water, medical needs of those residents/patients being hosted at receiving facility for a minimum of 72 hours.

P.1 4. Describe the procedures for ensuring 24-hour operations.

P.1 5. Describe procedures for providing sheltering for family members of critical workers.

P.1 6. Identify when the facility will seek a waiver from the Agency for Health Care Administration to allow for the sheltering of evacuees if this creates a situation, which exceeds the operating capacity of the host facility.

P.1 7. Describe procedures for tracking additional residents or patients sheltered within the facility.

V. INFORMATION, TRAINING AND EXERCISE (Section IV)

This section shall identify the procedures for increasing employee and patient/residents awareness of possible emergency situations and provide training on their emergency roles before, during and after a disaster.

P.1 A. Identify how key workers will be instructed in their emergency roles during non-emergency times.

P.1 B. Identify a training schedule for all employees and identify the provider of the training.

- P.1 C. Identify the provisions for training new employees regarding their disaster related role(s).
- P.2+3 D. Identify a schedule for exercising all or portions of the disaster plan on an annual basis.
- P.1 E. Establish procedures for correcting deficiencies noted during training exercises.

APPENDIX

The following information is required, yet placement in an appendix is optional if the material is included in the body of the plan.

✓ A. Roster of employees and Companies with key disaster related roles.

✓ 1. List the names, addresses, and telephone number of all staff with disaster related roles.

✓ 2. List the name of the company, contact person, telephone number and address of emergency service providers such as transportation, emergency power, fuel, food, water, police, fire, Red Cross, etc.

B. Agreements and Understandings

Section IV

Provide copies of any mutual aid agreement entered into pursuant to the fulfillment of this plan. This is to include reciprocal host facility agreements, transportation agreements, current vendor agreements or any agreement needed to ensure the operational integrity of this plan.

C. Evacuation Route Map

Sec. C ; P.8-15

A map of the evacuation routes and description of how to get to a receiving facility for drivers.

✓ D. Support Material

✓ 1. Any additional material needed to support the information provided in the plan.

✓ 2. Copy of the facility's fire safety plan that is approved by the local fire department.

Needs to be updated

59AER17-1 Nursing Home Emergency Power Plan

(1) Procedures Regarding Emergency Environmental Control for Nursing Homes. Nursing homes shall, within forty-five (45) days of the effective date of this emergency rule, provide in writing, to the Agency for Health Care Administration and to the local emergency management agency for review and approval, a detailed plan which includes the following criteria:

(a) The acquisition of a sufficient generator or sufficient generators to ensure that current licensees of nursing homes will be equipped to ensure ambient temperatures will be maintained at 80 degrees or less for a period of a minimum of ninety-six (96) hours in the event of the loss of electrical power.

(b) The acquisition and safe maintenance of sufficient fuel to ensure that in an emergency situation the generators can function to maintain ambient temperatures at 80 degrees or less for a period of a minimum of ninety-six (96) hours in the event of the loss of electrical power.

(c) The acquisition of services necessary to install, maintain, and test the equipment and its functions to ensure the safe and sufficient operation of the generator system installed in the nursing home

(2) Each nursing home shall, within sixty (60) days of the effective date of this rule, have implemented the plan required under this rule.

(3) If the facility's initial submission of the plan is denied, then the local emergency management agency shall report the denial to the Florida Division of Emergency Management and the facility within forty-eight (48) hours of the date of denial.

(4) Within ten (10) business days of the date of the local county emergency management agency's notice of denial, the facility shall resubmit their plan.

(5) The county shall post all approved facility emergency management plans to their website within ten (10) days of the plan's approval.

(6) Within forty-eight (48) hours of the approval of the plan from the local emergency management agency, the facility shall submit in writing proof of approval to the Agency for Health Care Administration.

(7) The State Fire Marshall shall conduct inspections to ensure compliance with this rule within fifteen (15) days of installation.

(8) Each nursing home facility shall develop and implement written policies and procedures to ensure that the facility can effectively and immediately activate, operate and maintain the generators and alternate fuel required for the operation of the generators.

(9) The Agency for Health Care Administration may revoke the nursing home's license for failure to comply with this rule.

(10) In addition to other remedies provided by law, violation of this rule shall result in a fine or sanction of \$1,000 per day.

(11) The facility shall implement policies and procedures to ensure that the health care facility can effectively and immediately activate and maintain the generators and alternate fuel required for the operation of the generators.

*Rulemaking Authority 400.23, 408.819, 408.821(4) FS. Law Implemented 400.23, 408.819, 408.821(4) FS. History –*

*New 9/*

**AGENCY FOR HEALTH CARE ADMINISTRATION**

**RULE TITLE:**

Nursing Home Emergency Power Plan

**RULE NO:**

59AER17-1

**SPECIFIC REASONS FOR FINDING AN IMMEDIATE DANGER TO THE PUBLIC HEALTH, SAFETY OR WELFARE:**

The State has experienced extreme shortages of electrical power that have jeopardized, and continue to jeopardize, the health, safety, and welfare of residents in Florida's nursing homes. According to the United States Census Bureau, Florida has the largest percentage of residents age 65 and older in the nation. According to the Centers for Disease Control and Prevention, people age 65 years or older are more prone to health-related health problems. An incompetent response by a nursing facility to a loss of air conditioning after Hurricane Irma resulted in the tragic loss of eight senior citizens at the Rehabilitation Center at Hollywood Hills. Thousands of frail seniors reside in nursing homes in Florida. Ensuring that nursing homes maintain sufficient resources to provide alternative power sources during emergency situations mitigates the concerns related to the health, safety, and welfare of residents in those nursing homes that experience loss of electrical power. This emergency rule establishes a process for certain nursing homes to obtain sufficient equipment and resources to ensure that the ambient temperature of the nursing homes will be maintained at 80 degrees or less within the facilities for a minimum of ninety-six (96) hours in the event of the loss of electrical power. Prompt implementation of this rule is necessary to ensure continuity of care and to ensure the health, safety, and welfare of residents of Florida's nursing homes.

**REASON FOR CONCLUDING THAT THE PROCEDURE IS FAIR UNDER THE CIRCUMSTANCES:**

The procedure used to adopt this emergency rule is fair, as the State of Florida is under a declaration of emergency due to the massive destruction caused by Hurricane Irma, and it is essential to ensure as soon as possible that temperatures in nursing homes are maintained at a level providing for the safety of the residents residing therein; provides at least the procedural protection given by other statutes, the State Constitution, or the United States Constitution; and takes only the action necessary to protect the public interest under the emergency procedure.

**SUMMARY:** This emergency rule establishes a process for the Agency for Health Care Administration to ensure that licensees of nursing homes develop and implement plans that ensure ambient temperatures will be maintained at 80

degrees or less for a minimum of ninety-six (96) hours in the event of the loss of electrical power to a health care facility.

THE PERSON TO BE CONTACTED REGARDING THE EMERGENCY RULE IS: Kimberly Stewart, Agency for Health Care Administration, Division of Health Quality Assurance, Bureau of Health Facility Regulation, 2727 Mahan Drive, MS# 28A, Tallahassee, FL 32308.

Emergency Management Planning Criteria for Nursing Home Facilities  
(Criteria)

The following minimum criteria are to be used when developing Comprehensive Emergency Management Plans (CEMP) for all Nursing Homes. The criteria serve as the required plan format for the CEMP, and will also serve as the compliance review document for county emergency management agencies upon submission for review and approval pursuant to Chapter 252, Florida Statutes (F.S.). These minimum criteria satisfy the basic emergency management requirements of 400, Part II, Florida Statutes, but are not designed to provide specific emergency medical planning guidance. Although such planning is required under 400, Part II, Florida Statutes, and this rule and may be included in this plan, those items will not be subject to review or approval by county emergency management agencies.

These criteria are also not intended to limit nor exclude additional materials facilities may decide to include to satisfy other relevant rules, requirements, or any special issues facility administrators deem appropriate for inclusion. As before, such voluntary inclusions will not be subject to the specific review by county emergency management personnel, but only those items identified in these criteria.

I. INTRODUCTION

A. Provide basic information concerning the facility to include:

1. Name of the facility, address, telephone number, emergency contact telephone number and fax number;
2. Owner of facility, address, telephone number;
3. Year facility was built;
4. Name of administrator, address, work/home telephone number;
5. Name, address, work/home telephone number of person implementing the provisions of this plan, if different from the administrator;
6. Name and work/home telephone number of person(s) who developed this plan;
7. Provide an organizational chart with key emergency positions identified.

B. Provide an introduction to the Plan, which describes its purpose, time of implementation, and the desired outcome that will be achieved through the

IV. This section of the plan defines the policies, procedures, responsibilities and actions that the facility will take before, during and after any emergency situation. At a minimum, the facility plan needs to address: direction and control; notification; and sheltering.

A. Direction and Control

Define the management function for emergency operations. Direction and control provides a basis for decision-making and identify who has the authority to make decisions for the facility.

1. Identify by name and title, who is in charge during an emergency, and one alternate, should that person be unable to serve in that capacity.
2. Identify the chain of command to ensure continuous leadership and authority in key position.
3. State the procedures to ensure timely activation and staffing of the facility in emergency functions. Are there provisions for emergency workers' families?
4. State the operational and support roles for all facility staff. (This will be accomplished through the development of Standard Operating Procedures, which must be attached to this plan).
5. State the procedures to ensure the following needs are supplied:
  - a. Food, water and sleeping arrangements.
  - b. Emergency power, natural gas or diesel. If natural gas, identify alternate means should loss of power occur which would effect the natural gas system. What is the capacity of emergency fuel system?
  - c. Transportation (may be covered in the evacuation section).
  - d. 72-hour supply of all essential supplies.
6. Provisions for 24-hour staffing on a continuous basis until the emergency has abated.

B. Notification



5. Provide a copy of the mutual aid agreement that has been entered into with a facility to receive residents/patients.
6. Identify evacuation routes that will be used and secondary routes should the primary route be impassable.
7. Specify the amount of time it will take to successfully evacuate all patients/residents to the receiving facility. Keep in mind that in hurricane evacuations, all movement should be completed before the arrival of tropical storm winds (40 mph winds).
8. Specify the procedures that ensure facility staff will accompany evacuating residents/patients.
9. Identify procedures that will be used to keep track of residents once they have been evacuated to include a log system.
10. Determine what and how much should each resident take. Provide for a minimum of 72-hour stay, with provisions to extend this period of time if the disaster is of catastrophic magnitude.
11. Establish procedures for responding to family inquiries about residents who have been evacuated.
12. Establish procedures for ensuring all residents are accounted for and are out of the facility.
13. Determine at what point to begin the pre-positioning of necessary medical supplies and provisions.
14. Specify at what point the mutual aid agreements for transportation and the notification of alternative facilities will begin.

#### D. Re-entry

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Once a facility has been evacuated, procedures need to be in place for allowing residents or patients to re-enter the facility.

1. Identify who is the responsible person(s) for authorizing re-entry to occur.
2. Identify procedures for inspecting the facility to ensure it is structurally sound.

- C. Identify the provisions for training new employees regarding their disaster related role(s).
- D. Identify a schedule for exercising all or portions of the disaster plan on an annual basis.
- E. Establish procedures for correcting deficiencies noted during training exercises.

## APPENDIX

The following information is required, yet placement in an appendix is optional if the material is included in the body of the plan.

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- 1. List the names, addresses, and telephone number of all staff with disaster related roles.
- 2. List the name of the company, contact person, telephone number and address of emergency service providers such as transportation, emergency power, fuel, food, water, police, fire, Red Cross, etc.

- B. Agreements and Understandings

Provide copies of any mutual aid agreement entered into pursuant to the fulfillment of this plan. This is to include reciprocal host facility agreements, transportation agreements, current vendor agreements or any agreement needed to ensure the operational integrity of this plan.

- C. Evacuation Route Map

A map of the evacuation routes and description of how to get to a receiving facility for drivers.

- D. Support Material

- 1. Any additional material needed to support the information provided in the plan.
- 2. Copy of the facility's fire safety plan that is approved by the local fire department.

September 8, 2017

Office of Emergency Management  
Emergency Operations Center  
8744 Government Dr. Bldg A  
New Port Richey, FL 34654

RE: CEMP

To Whom it May Concern:

Attached is the facility's comprehensive emergency management plan submitted for review. The plan contains the necessary minimum components as well as hazard specific procedures and mutual aid agreements to implement the plan.

Should there be any questions, please contact me at (727) 842-8402.

Sincerely,



Teresa Timmons, BASW, LPN, NHA  
Administrator