

# **New York State Department of Health**

## **Alert**

**September 7, 2017**

### **Hurricane Irma and Hurricane Jose Preparedness:**

#### **Immediate action to be taken by Licensed and Certified Home Health Agencies and Hospices**

Currently, both Hurricane Irma and Hurricane Jose have the potential to impact New York State early next week. The New York State Department of Health (NYSDOH) is closely monitoring the forecasted path of each of these storms. Although it is too early to determine the final tracks of the two storms, the NYSDOH is preparing for any response activities that might be required.

10 NYCRR 400.10(b) requires providers to have sufficient users of the Health Commerce System (HCS) to ensure rapid response to requests for information by the State. In order to facilitate potential response activities, the NYSDOH Office of Health Emergency Preparedness (OHEP) and Office of Primary Care and Health Systems Management (OPCHSM) remind licensed and certified home care agencies, and hospices that they must be prepared to submit the following types of information using the HCS, upon request by the NYSDOH, *should the storms pose an immediate threat*:

- **Agencies should ensure that contact information for individuals assigned to management roles in the HCS Communications Directory, is complete and up to date, to assure they receive critical notifications.**
- **Ensure staff are ready to complete HERDS surveys that will be requested of agencies to determine their status and needs, their patient census and available/needed capacity should an evacuation become necessary.**
  - The following HCS Communications Directory Roles for agencies and hospices must be assigned to staff with HCS accounts to grant them access to the HERDS application:
    - *Administrator*
    - *Data Reporter*
    - *Director of Patient Services / Director of Homecare Patient Services*
    - *Emergency Response Coordinator*
    - *HPN Coordinator*

Your HCS Coordinator can assign staff to these roles

- If these surveys are activated, *ALL* agencies and hospices *MUST* complete the surveys and SUBMIT their data.