

HHAR EMERGENCY PREPAREDNESS PLAN

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UNIVERSITY OF MOUNT SAINT VINCENT

NEW YORK – PRESBYTERIAN HEALTHCARE SYSTEM

The Hebrew Home at Riverdale Nursing Home	
Policy Name: Executive Summary of Emergency Preparedness Plan	
Policy Date: 07/15/2015	Policy Reviews: 03/2016, 01/2017, 11/2017, 6//2018, 03/2019, 06/2020, 07/2021, 04/2022, 02/2023, 04/2024, 05/2025, 08/2025, 11/2025, 02/2026, 08/2026

This Emergency Preparedness Plan has been developed for use by the Hebrew Home at Riverdale. It is approved for implementation on the Policy Approval Date noted above and supersedes any previous versions and plans. This plan is intended to promote a system to save lives, protect health and infrastructure and promote business continuity. Its deployment is designed to ensure the safety of all Hebrew Home at Riverdale employees, vendors and visitors, alleviate damage and hardship and reduce future vulnerability to hazards. The goal is to minimize any disruption to health care services or Hebrew Home at Riverdale activities within any of its resident care areas. Furthermore, this document indicates the Hebrew Home at Riverdale's commitment to annual planning, training, and exercise activities in order to ensure the level of preparedness necessary to respond to any internal or external emergencies. This commitment includes a robust partnership with the Greater New York Hospital Association, also known as GNYHA. On a yearly basis, the Hebrew Home actively participates in designing and participating in a community wide disaster drill that is included as part of this plan.

Purpose

The purpose of the Hebrew Home at Riverdale Emergency Preparedness Plan is to improve the capacity to detect, respond to, recover from, and mitigate the negative outcomes of threats and emergencies. The plan establishes an emergency plan to provide a timely, integrated, and coordinated response to the wide range of natural and manmade events, which can occur both inside and outside the facility, that may disrupt normal operations and require a pre-planned response. It is the intention of Hebrew Home at Riverdale that both the National Incident Management System (NIMS) and the Nursing Home Incident Command System (NHICS) be considered an integral part of this all hazards approach plan.

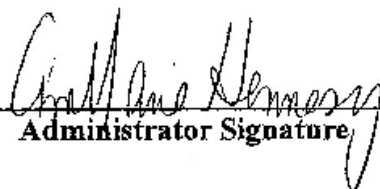
The objectives of the Hebrew Home at Riverdale Emergency Management Plan include:

- Providing a risk-driven, capabilities-based approach to building, sustaining and delivering core functions.
- Providing maximum safety and protection from injury to residents, visitors, and staff.

- Attending promptly and efficiently to all individuals requiring medical attention in an emergency situation
- Providing a logical and flexible chain of command to enable the maximum use of resources
- Maintaining and restoring essential services as quickly as possible following an incident.
- Protecting facility property, infrastructure and equipment.
- Satisfying all applicable regulatory and accreditation requirements
- Keeping Official Authorities informed of any emergency that directly impacts this facility
- Providing a pathway to disaster recovery via a Business Continuity Plan.
- Adherence to National Incident Management System (NIMS) procedures and protocols in order to facilitate integration with local emergency responders and ensure the delivery of core capabilities.
- Participation in Community Exercises with other Healthcare facilities, the Department of Homeland Security and the Continuing Care Leadership Coalition
- Acceptance of applicable guidance provided in the Nursing Home Incident Command System (NHICS) procedures and protocols as adopted by the Healthcare Association of New York State.

Scope

Within the context of this plan, an incident is any emergency event which overwhelms or threatens to overwhelm the routine capabilities of the facility. This all-hazards Emergency Management Plan is designed to respond to natural and manmade incidents, including natural disasters as well as technological, hazardous material, and terrorist events. The plan describes the policies and procedures Hebrew Home at Riverdale and its collateral entities will follow to mitigate, prepare for, respond to, and recover from the effects of emergencies.


Administrator Signature


Date

REVISED: 02/2026

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RiverSpring Living Leadership Directory

Hebrew Home at Riverdale

Name	Title	Department	Contact Numbers	
Yamil Velazquez	VP of Administration	Administration	O: (718) 581-1388	C: (201) 370-9398
Jose Camilo	Assistant Director	Safety & Security	O: (718) 581-1598	C: (914) 310-9681
Mojdeh Rutigliano	VP of Nursing	Nursing	O: (718) 581-1414	C: (347) 947-0444
Zachary Palace, MD	Director of Medical	Medical	O: (718) 581-1495	C: (845) 521-0187
Molly Barosse	Director of Social Services	Social Services	O: (718) 581-1536	C: (914) 588-0780
Maria Schulz	VP of Admissions & Resident Experience	Admissions/ Resident Experience	O: (718) 581-1618	C: (347) 957-0167
Leonora Vuksani	Associate Director of Admission	Admissions	O: (718) 581-1331	C: (917) 902-0237
Waleska Melo	Customer Service Manager	Customer Service	O: (718) 581-1856	C: (917) 581-4853
Darwin Auslestia	VP of Engineering and Plant Operations	Engineering	O: (718) 581-1367	C: (914) 403-4474
Robert Lanfranchi	Senior IT Director	ITTS	O: (718) 581-1609	C: (917) 662-7491
Byron G. Howell	VP of Hospitality	NexDine/Xendella	O: (718) 581-1329	C: (917) 213- 9264
Jennifer Flood-Sukdeo	Director of Clinical Nutrition	Nexdine	O: (718) 581-1347	C: (347) 260-0027
Cassandra Pierre	Director of Environmental Services	Xendella	O: (718) 581-1384	C: (646) 271-8385
Rey Chinsio	Director of Rehab	Rehabilitation Services	O: (718) 581-1235	C: (646) 327-1921
Rabbi Noah Aronin	Director of Religious Affairs	Religious Affairs	O: (718) 581-1416	C: (917) 579-8237
Deacon George Pitula	Catholic Chaplin	Religious Affairs	O: (718) 581-1416	C: (646) 331-0894
Beth Grossfeld	VP of Marketing and Brand Experience	Marketing	O: (718) 581-1245	C: (718) 406-2790
Deirdre Lok	Director & Managing Attorney	Weinberg Center	O: (718) 581-1843	C: (646) 765-4365
Malya Levin	Assistant Director & General Counsel	Weinberg Center	O: (718) 581-1474	C: (973) 947-7900
Susan Chevlowe	Chief Curator & Museum Director	Museum	O: (718) 581-1330	C: (646) 279-8626

Senior Housing

Name	Title	Department	Contact Numbers	
Shane Kuhn	VP of Senior Housing	Senior Housing	O: (718) 581-1151	C: (347) 917-7417
Shaun Servais	Sr.Housing Director of Operations	Senior Housing	O: (718) 581-1167	C: (914) 704-0899
Teresa Sheocharan	Director of Operations	Senior Housing	O: (718) 581-1167	C: (332) 259- 0759
Arlene Harris	Director of Nursing	Senior Housing	O: (718) 581 1167	C: (332) 259- 0078
Ashley Chappis Miller	Director of Sales	Admissions	O: (718) 581-1159	C: (347) 888-7158
Christina Muni	Administrator/Sr. Case Manager	RiverSpring Assisted Living Program	O: (718) 581-1615	C: (646) 628-4336
George Eley	Executive Director	RiverWalk	O: (718) 581-1552	C: (929) 642-9908
Shareen Loubeau	Director- Boston Road Senior Apts.	Senior Housing	O: (718) 581-1458	C: (929) 243-0653
Katherine Murphy	Director- Hudson House	Senior Housing	O: (347) 947-9401	C: (914) 907-7590

RiverSpring HomeCare

Daniel Belloise	Executive Director	LHCSA	O: (347) 842- 5534	C: (646) 522-0796
Nathalie Jeremie	Assistant Director	LHCSA	O: (347) 842-3726	C: (646) 358-0818

RiverSpring Living Leadership

David V. Pomeranz	President & CEO	Administration	O: (718) 581-1780	C: (917) 299-0561
Deborah M. Messina	Chief Operating Officer	Administration	O: (718) 581-1782	C: (914) 720-9979
Ann Marie Hennessy	Chief Clinical Officer & LNHA	Administration	O: (718) 581-1772	C: (917) 709-4688
Wendy Steinberg	Chief Communications Officer	Communications	O: (718) 581-1253	C: (917) 855-1491
Matteo Renna	Chief Human Resource Officer	Human Resources	O: (718) 581-1762	C: (914) 703-1297
David Finkelstein	Chief Information Officer	ITTS	O: (718) 581-1576	C: (347) 514-4744
David Siegelman	SVP of Quality & Corporate Compliance	Administration	O: (718) 581-1731	C: (914) 224-6685
Steven Meisinger	Chief Financial Officer	Finance	O: (718) 581-1304	C: (914) 980-7454

The attached list provides the emergency contact information for the different departments on and off the RiverSpring Living Campus. If you have an urgent issue and unable to reach someone on site, please reach out to the contact person for that department.

If there is an emergency please contact the administrator for that entity. There is an asterisk next to the name of the administrators for the nursing home, housing, and home care.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

INTRODUCTION

As employees of the Hebrew Home at Riverdale we are entrusted with the responsibility to care for and nurture the residents of our facility and participants in our various programs. This responsibility includes protecting everyone from the ravages of all emergent situations including fire, manmade and natural disasters. The objective of this Emergency and Preparedness Plan is to provide education, guidance and a source of information to all staff on a continuous basis. For new employees this means immediate introduction to the basic components of this plan in the form of orientation. For current employees it means participation in fire drills, disaster drills and all other emergency exercises conducted throughout the year. The key factors in any successful response are preparation, prompt reporting, prompt response and the immediate initiation of life safety procedures. Your best emergency responders are the ones who understand their duties and quickly volunteer to offer necessary assistance. All staff members are strongly encouraged to become active partners in the continued development of this plan.

Every employee must be fully familiar with the manual's general and specific instructions so that their role can be performed calmly and quickly. Knowledge and preparation will greatly aid us in taking appropriate and life-saving action for the protection of the many people that reside in and visit our facility. To that end, this plan is designed and provided in a manner that is simple to understand and access as needed. Where necessary and appropriate, managers and supervisors should develop specific emergency procedures for their work area and fully brief their employees. This plan is also dynamic, and with the participation and approval of Administration, will be changed and revised as need to ensure the highest degree of safety for life and property

THE HEBREW HOME AT RIVERDALE

FIRE PLAN

GENERAL INFORMATION

ALL residents, participants and visitors must be removed from the immediate area of danger and corridor areas.

ALL corridors must be cleared to permit orderly flow of emergency responders.

ALL doors and windows should be closed.

ALL medical records and related documents threatened by fire or water must be removed to a safe area as soon as it is safe to do so.

IN AN EMERGENCY DIAL internal extension 1303- Use this phone to report all emergencies including fires.

The primary mode of communicating among departments during any extended emergency will be via two-way radios on Channel 1. All communications must be kept to a minimum and should be addressed to the Incident Commander. Emergency radios will be made available through the Security Department.

In an emergency the President/Chief Executive Officer, Chief Operating Officer, Weekend Administrator or the Director of Plant Operations or their designee will assume authority with the aid of the Director or Assistant Director of Nursing. In their absence, the Nursing Manager will assume control of the emergency situation.

All nursing personnel, deemed by their supervisor to be in excess of those required for fulfilling this plan, will aid in comforting the residents. In all other departments, employees will respond as indicated by their departmental emergency plans.

All Hebrew Home department heads, managers & program coordinators will maintain an up-to-date list of all personnel in their department. These lists must be made available to the Incident Commander or designee as requested.

HOW TO CONDUCT A FIRE DRILL

Must be conducted under varied fire/smoke conditions

The following is the procedure for setting up a fire drill. Check with the engineering department if you are not sure that we are off-line.

- Call 1888 388 6436 during non-business hours only (5PM -8AM Monday thru Friday and all day and night every weekend). An operator will answer and tell you his or her name and 4-digit number. Write this number down and give the operator the master account number which is 75-8132. The password is SS 214 and the account is linked to 5 other accounts in the Hebrew Home. Provide your name to the operator and advise you want to go offline for 8 hours. Note down the time you called because you will need to provide this to the engineering department.
- Before you conduct a fire drill during business hours, call Administration at x 1227 and advise the location of the drill you will be conducting. If you are told that it cannot be done, write down the reason provided and include it in your incident report. Contact Engineering and find out if we are off-line and if anyone is working on our fire alarm system. If it is being worked on, do not conduct the drill. Make a note of this and include it in your incident report.
- Write down the date, time and location of drill. For fire drills conducted between 8 PM and 8AM, select a pantry, lounge or other public area as the place where the drill will take place. This is done in order to minimize the disturbance caused to residents.
- Before you conduct the drill, have a fire drill report sheet and a can of compressed air.
- Select an area for your drill and determine if you are part of the exercise.
- Answer the following questions as the drill takes place.
- What time was the fire condition discovered? If the condition is not discovered within 5 minutes, terminate the drill and make note of it.
- Was Dr. Red and the location called out?
- Was the resident rescued and taken beyond the smoke barrier doors?
- Was the fire room thoroughly checked?
- Was the door to the fire room closed?
- Was the door re-opened?
- Did someone stand in front of the fire room or area in order to prevent re-entry?
- Was the charge vest worn?
- Was the fire alarm pulled?
- Did staff members respond quickly?
- Did any staff members ignore the bells or fire condition?
- Was the fire compartment evacuated of residents? If nursing tells you that they would normally evacuate but are not doing so because of the lateness of hour or some other reason, this is ok. Just write down the reason

- Were pillows placed in front of empty rooms?
- Did staff members stand in front of occupied rooms?
- Were carts cleared from the corridors?
- Were elevators used to access the fire unit/area?
- Did the neighborhoods above and below the fire floor clear corridors and follow general fire safety protocol?

About 10 minutes after the fire condition is discovered you will inform the operator to make an all clear announcement on the overhead paging system. Gather the staff members on the neighborhood and briefly inform them the outcome of the drill.

THE HEBREW HOME AT RIVERDALE

FIRE PLAN- R.A.C.E. PROCEDURE

DO NOT SHOUT FIRE!!!!

IF YOU DISCOVER A FIRE:

- R. RESCUE or remove anyone in the room while calling out "Doctor Red, location...." for assistance. Close the door to the fire room and any connecting doors. Once door is closed do not reopen.
- A. ALARM—Activate the closest fire alarm pull station. Call the Switchboard (1303). Speak clearly and slowly giving the exact location and nature of the fire.
- C. CONFINE the fire by closing all remaining doors and windows in the fire zone, placing residents into rooms.
- E. EXTINGUISH the fire if possible. If the fire cannot be Extinguished, EVACUATE as directed by the person in charge.

NOTES:

1. If the fire is relatively small and you know you can put it out quickly, do so using available resources (bedspread, blanket, sheet, fire extinguisher, etc.) Otherwise, shut the door and post someone in front of it to prevent it from being reopened.
2. The order of the above is somewhat flexible. Rescue of those in danger and in the vicinity of the fire are top priorities.
3. Oxygen shut-down is the responsibility of the charge nurse in the area.
4. Note evacuated rooms by placing a pillow in front of the door.

THE HEBREW HOME AT RIVERDALE

FIRE PLAN- USE OF FIRE EXTINGUISHERS

Fire extinguishers are strategically located throughout the Hebrew Home at Riverdale and no more than 75 feet away from each other. Their locations are identifiable by signs attached to the wall above the extinguisher.

All of the fire extinguishers are Multi-Purpose ABC extinguishers that can be used to put out all types of fires.

The proper use of a fire extinguisher is as follows:

- P PULL the pin. Firmly hold the unit and pull the pin, breaking the plastic seal.
- A AIM the nozzle at the base of the flames.
- S SQUEEZE the handle on the fire extinguisher as you continue to aim the nozzle at the base of the fire.
- S SWEEP the nozzle back and forth in order to avoid spreading the fire with the pressure of the extinguisher.

Any extinguisher discharged, no matter how slight, must be immediately turned in to the Engineering Department for recharging. A replacement extinguisher must take its place as soon as possible.

THE HEBREW HOME RIVERDALE
NURSING HOME

FIRE PLAN- FIRE EXTINGUISHER INVENTORY

RESNICK PAVILION

MAIN FLOOR

- 1 .Inside Audiology
2. Opposite Audiology
3. Inside Rehab Kitchen
4. Next to HIM
5. Inside Rehab kitchen
6. Between elevator bank and HR conference room
7. Near elevator bank opposite service corridor entrance
8. Outside compactor
9. Next to stair B
- 10 .Inside switchgear room
11. Inside Main Compactor
12. Inside Food Service below Ansul system
13. Inside Food service near supervisor's office

1ST FLOOR

1. Admin Area F/O Glass Doors leading to stairwell
2. Xerox room Opposite Admin
3. Elevator Bank "B" behind the elevators
4. Pantry
5. Nursing Station
6. F/O rm. 110
7. F/O rm. 115
8. F/O rm. 118
9. Near shower room

3RD FLOOR RESNICK

1. Nursing station

2. f/o rm. 315
3. Opposite Stair A
4. Near 324
5. next to CNM office
6. Back of elev. Bank "B" near pantry
7. Pantry
8. In f/o rm. 301
9. In f/o rm. 305 next to stair "B"

4TH FLOOR RESNICK

1. Nursing Station
2. Beside rm. 416
3. Opposite Stair A
4. Opposite 424
5. Back of Elev. Bank "B" near pantry
6. Pantry
7. f/o rm. 401
8. f/o rm. 405 near stairway "B"

5TH FLOOR RESNICK

1. Nursing station
2. Beside rm. 516
3. Opposite Stair A
4. Near CNM office
5. Back of Elev. Bank "B" near pantry
6. Pantry
7. f/o rm. 501
8. f/o rm. 505 near stairway "B"

6TH FLOOR RESNICK

1. Nursing station
2. Beside rm. 615
3. f/o rm. 620 near stair A
4. f/o rm. 624
5. Back of Elev. Bank "B" near pantry
6. Pantry
7. f/o rm. 601
8. f/o rm. 605 near stairway "B"

7TH FLOOR RESNICK

1. Nursing station
2. Beside rm. 714
3. Opposite Stair A
4. Opposite 724
5. Back of Elev. Bank "B" o/s pantry door
6. Pantry
7. f/o rm. 701
8. f/o rm. 705 near stairway "B"

8th FLOOR RESNICK

1. Opposite Chiller
2. Near double doors leading to elevators
3. Near single door leading to elevator
4. Stairway A
5. Near blue colored water storage gallons
6. Elevator Machine Room

HAUSER NEIGHBORHOOD

1. Family Room
2. Near 258
3. In Nurses station near 241
4. Opposite 239
5. Near 238
6. Opposite Soiled Utility Room
7. Pantry (K extinguisher)
8. Near PT office
9. Opposite 230
10. Near Trash Room
11. In vestibule with 4 Elevators
12. Outside 210
13. Outside 215
14. Outside 225

STOLZ/LINK PAVILION

LOWER LEVEL STOLZ/LINK PAVILIONS

1. Wall near stairwell opposite elevator
2. Inside ITTS double doors
3. Inside Research near exit doors to terrace

MAIN FLOOR STOLZ/LINK PAVILIONS

1. Inside library near exit to terrace
2. Inside synagogue near exit doors to terrace
3. Outside library near restrooms
4. Electrical room behind mailroom
5. Mailroom
6. Across volunteers office mechanical room
7. Inside chapel
8. Hallway across chapel
9. Inside mechanical rm. across computer room
10. Near elevator bank
11. Inside electrical rm. across transport office
12. Inside staff dining room near door
13. Inside staff cafeteria behind cashier
14. Outside staff cafeteria
15. Compactor Bay platform
16. Compactor Room near double doors

1ST FLOOR STOLZ/LINK PAVILIONS

1. Near soiled utility room
2. Near 114
3. Near double glass doors leading to patio
4. Outside Nursing Office in TV lounge
5. Pantry
6. Near 120
7. Opposite accounting entrance
8. Inside Accounting near Resident's bank
9. Inside Mechanical room in dining room

3RD FLOOR STOLZ/LINK PAVILIONS

1. Near rm. 308
2. Near rm. 314
3. Near rm. 322
4. Inside nursing station
5. Inside Pantry
6. Dining Room near flat screen TV

ATTIC STOLZ PAVILION

1. Top of 1st stairway
2. 2nd stairway in elevator machine room

REINGOLD PAVILION

LOWER LEVEL REINGOLD PAVILION

1. Outside electrical machine room
2. Outside museum Storage
3. Opposite lab
4. Across from Main Compactor
5. Opposite stair B next to mechanical room
6. Outside mechanical room
7. Inside Sprinkler Valve Room
8. Mechanical Room near soiled linen
9. Inside Electrical Switchgear room
10. Inside Compactor
11. Outside pharmacy

MAIN FLOOR REINGOLD PAVILION

1. Wall opposite Wellness Center
2. In the Solarium across from the Emergency exit to the lawn
3. Reception Area N/W near Main Entrance
4. N/E area Wintergarden near elevator
5. Wall opposite hallway entrance to pool
6. Solarium opposite exit to great lawn
7. In pool near phone

1ST FLOOR REINGOLD PAVILION

1. Opposite Rm 104
2. Opposite Rm 115
3. Opposite Rm 127
4. Next to Rm 135
5. Inside East Dining Rm
6. Inside West Dining Rm

REINGOLD PAVILION 2ND FLOOR

1. Opposite Rm 204
2. Opposite Rm 215
3. Opposite Rm 227
4. Next to Rm 235
5. Inside East Dining Rm
6. Inside West Dining Rm

3RD FLOOR REINGOLD PAVILION

1. Opposite Rm 304
2. Opposite Rm 315
3. Opposite Rm 327
4. Next to Rm 335
5. Inside East Dining Rm
6. Inside West Dining Rm

4TH FLOOR REINGOLD PAVILION

1. Opposite Rm 404
2. Opposite Rm 415
3. Opposite Rm 427
4. Next to Rm 435
5. Inside East Dining Rm
6. Inside West Dining Rm

ROOF JACOB REINGOLD PAVILION

1. Emergency Generator Room East
2. Emergency Generator Room West

FIRE EXTINGUISHER INVENTORY
ASSISTED LIVING RESIDENCE PAVILION

GARAGE ASSISTED LIVING RESIDENCE PAVILION

1. Near rm. G-1 storage
2. Inside G-2
3. Stairway A
4. Near room G-4
5. Water service rm.
6. Near Stairway D
7. Stairway A
8. Near rm. G-13 storage
9. Outside elevator machine room
10. Stairway C

LOWER LEVEL ASSISTED LIVING RESIDENCE PAVILION

1. Inside High Voltage Room
2. Outside Oxygen Tank Room
3. Compactor Room

1ST FLOOR ASSISTED LIVING RESIDENCE PAVILION

1. Outside Assessment Room
2. Kitchen
3. Opposite 114

2ND FLOOR ASSISTED LIVING RESIDENCE PAVILION

1. Opposite 219
2. Opposite 210
3. Near Terrace Exit

3RD FLOOR ASSISTED LIVING RESIDENCE PAVILION

1. Opposite 319
2. Opposite 310
3. Near Meeting Room

ROOF ASSISTED LIVING RESIDENCE PAVILION

1. Elevator Room

ACTIVATION OF FIRE ALARMS

1. Fire alarm pull stations are located throughout the facility and on each nursing unit directly adjacent to stairwells. A detailed list of the locations of pull stations and their codes is part of this plan.
2. Fire alarm pull stations are red with a white stripe and they have instructions for their use on the pull station device.
3. All pull stations, smoke detectors and sprinkler systems are connected to a Central Station, which automatically notifies the Fire Department.
4. When a fire alarm pull station is activated, it triggers a series of bells or gongs designating the location of the alarm.
5. Staff members must determine the location of the alarm by counting the series of bells and verifying the location using the alarm charts posted near each pull station. Staff members can also determine the location by checking the fire alarm panel in the Resnick, Stolz or Assisted Living Residence Pavilions.
6. The Switchboard Operator will make an overhead announcement location of the activated pull station or smoke head
7. When the fire alarm system indicates an activation of a smoke detector or sprinkler, all Charge Nurses or designees must immediately check the fire panel on their unit and visually inspect all rooms for a possible fire condition.
8. When the alarms originate in their buildings all employees should secure their areas by closing all doors and windows.
9. Move residents into their rooms if they are in the corridor area.
10. Clear the corridors of any equipment, carts, supplies or other potential obstructions.
11. Only residents in immediate danger are to be evacuated from the area. All other evacuations will be conducted by the charge person in conjunction with the fire department.
12. All oxygen in use in the immediate fire area must be shut off, if

safe to do so. Nursing units with centrally supplied oxygen have emergency shutoff valves located as follows:

Resnick Pavilion (RP-1) near rooms # 105, 110 & 119

Hauser Neighborhood- Near rooms 205 and 218

Resnick 3–7 middle of the long corridors-North & South.

Assisted Living Residence Pavilion—Near rear doors of elevators next to pantry.

Reingold Pavilion-Within each neighborhood at the NE, NW, SE and SW Corners of the floor

13. All oxygen not in the fire area should remain on, unless instructed otherwise by the Charge Nurse.
14. DO NOT USE THE ELEVATORS except under the direct supervision of the fire department.
15. Do not pass through doors before:
 - a. Checking doors for warmth (touch with the back of your hand)
 - b. Observing for smoke.
 - c. Opening doors slowly & observing for fire. If doors are cool and smoke free proceed with caution.
16. In smoke filled areas place a wet towel over your nose and mouth. This will help you breathe by filtering out some of the smoke.
17. When an alarm is activated, any employee on a nursing unit must report to the location of the fire condition.
18. Follow instructions of the person in charge, identified by the mesh charge vest.
19. Know the location of firefighting and other disaster and emergency equipment and how to use it.
20. Know voice alarm code signals when announced over the loudspeaker

ALARM CODES

ALARM OF FIRE	"DOCTOR RED"
DISASTER SITUATION	CODE "33"
MEDICAL EMERGENCY	CODE "99"
MISSING RESIDENT	CODE "100"
ACTIVE SHOOTER	PLAINSPEAK

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

FIRE PLAN-EMERGENCY RESPONSE TEAM

The Emergency Response Team will consist of the following personnel:

- Nurse Manager/Charge Nurse
- All staff assigned to the Emergency Zone (includes Nurses, Nurses Aides and Housekeeping personnel).
- Housekeeping staff from floors above and below the emergency.
- Nurses Aides from the floors above and below the location of the fire or emergency.
- Physicians on Duty
- All Engineering personnel.
- Security personnel.
- Directors/Assistant Directors of Plant Operations, Nursing, Security and Housekeeping.
- Any other available personnel not assigned to a resident and in the immediate area of the fire condition.

NURSING STAFF ON THE EVENING AND NIGHT SHIFTS:

- If the fire alarm is in the Assisted Living Residence Pavilion at least one staff member from each Nursing Home neighborhood will respond.
- If the fire alarm is in the Stolz Pavilion at least one staff member from Resnick Pavilion floors 1, 3 and 4 will respond.
- If the fire alarm is in the Resnick Pavilion at least one staff member from each Resnick neighborhood will respond.
- If the alarm is in the Reingold Pavilion at least one staff member from Resnick Pavilion neighborhoods 1, 3 and 4 will respond.

THE CHARGE NURSE/MANAGER WILL BE IN CHARGE OF THE EMERGENCY RESPONSE TEAM DURING ANY FIRE OR EMERGENCY OCCURRING ON A NURSING UNIT.

DEPENDING ON THE SCOPE OF THE EMERGENCY, THE CHARGE NURSE/MANAGER, ACTING AS INCIDENT COMMANDER, MAY WANT TO LIMIT RESPONSE OF PERSONNEL FROM ONLY THE INVOLVED BUILDING OR EXPAND THE RESPONSE TEAM AND OBTAIN RESOURCES FROM OTHER BUILDINGS.

THE NURSE MANAGER OR DEPARTMENT SUPERVISOR OF THE INVOLVED AREA WILL BE IN CHARGE OF THE EMERGENCY RESPONSE TEAM DURING A FIRE OR EMERGENCY AT ANY LOCATION OTHER THAN A NURSING UNIT.

UPON SOUNDING OF AN ALARM OR ANNOUNCEMENT OF A DISASTER OR OTHER EMERGENCY, THE EMERGENCY RESPONSE TEAM WILL REPORT TO THE AREA WHERE THE

EMERGENCY IS OCCURRING AND PROCEED TO FOLLOW THE DIRECTIONS OF THE CHARGE NURSE / MANAGER OR DEPARTMENT SUPERVISOR, WHO IS CONSIDERED THE INCIDENT COMMANDER.

RESPONSIBILITIES OF EMERGENCY RESPONSE TEAM

Rescue all victims and remove others to safety if possible

Alarm verbally and activate the nearest fire alarm pull station

Confine the fire by closing the door after evacuating everyone from the room

Extinguish the fire/evacuate the fire compartment

- Engineering, Housekeeping and Security staff members will bring fire extinguishers to the scene and attempt to extinguish the fire if the door to the fire room is still open.
- All available staff members will clear the corridors and close all doors and windows.
- Residents should be placed into safe rooms and the doors closed except if they are in the room on either side of, directly across from, or immediately above or below the fire/emergency.
- Ensure that the fire/emergency has been contained.
- If the fire cannot be extinguished, close the door and post someone in front of the door to prevent anyone from entering the fire zone.
- Conduct an orderly search of the rooms adjacent to the fire/emergency in order to determine any spread of smoke, fire, etc.
- Conduct a census check for all residents in the neighborhood and ensure all are accounted for.
- Unless the fire, smoke or other hazard has spread, do not remove the residents until directed to do so by the Charge Nurse/Nurse Manager.
- Alert staff immediately above and below the fire/emergency to inspect for any spread of smoke, fire, etc.
- Any evacuated room must have a pillow placed on the floor to indicate that this room has been searched and is empty.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

FIRE PLAN- SWITCHBOARD OPERATOR PROCEDURES

- The switchboard operator must stop what he/she is doing when the fire alarm is activated.
- The operator must identify the location of the fire alarm by listening to the alarm sequence and checking the alarm panels from the switchboard.
- Wait for the complete sequence of gongs to finish, check the fire alarm panel across from the switchboard and announce over the public address system in a clear, loud voice, "Doctor Red, Doctor Red, and give the location.....MAKE THIS ANNOUNCEMENT THREE TIMES.

NOTE: Before you make the overhead announcement, confirm the correct fire alarm location and include the full building name

- After the initial announcement give further direction to staff as directed by the Incident Commander.
- Call 911 and place a backup telephone call to the local fire department
FIRE DEPARTMENT DISPATCH.....718-665-2200
- When a fire is reported by telephone, note the location and type of fire and advise the caller to pull the fire alarm in the area.
- Notify key personnel:

Director of Plant Operations	VP of Administration
President / Chief Executive Officer	Chief Operating Officer
Licensed Nursing Home Administrator	VP of Nursing
Medical Director	Director of Environmental Services
- Keep all information and telephone numbers readily available for reference.
- Clear all incoming telephone lines so they remain available for emergency use.
- If the primary switchboard console is not operating switch to the back-up console located in the cabinet below the emergency phone. Contact the ITTS department at 718 581 1602 to assist with this.
- Document times of notifications, persons notified, etc. in the operator's logbook.
- Refer all calls from the media to the Vice President of Communications.
Do not release any information other than what has been approved for dissemination.
- Refer all resident related calls to the Vice President of Social Services or designee.
- Be familiar with the location of all Emergency Telephone Numbers.
- Have the Emergency First Aid bag ready for deployment.

ALL CLEAR ANNOUNCEMENT

- The “ALL CLEAR” announcement will be made after conferring with the charge person or incident commander.
- When the Fire Department is present, the “ALL CLEAR” will only be given with the authority of the Officer in Charge.
- The switchboard operator will announce the “ALL CLEAR” using the overhead paging system.

HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

EMERGENCY EVACUATION

The Hebrew Home at Riverdale is a Shelter in Place facility, able to provide emergency power to all residential areas and common spaces inside buildings. In the event a fire or other emergency calls for an evacuation, lateral movements will be considered first before utilizing stairwells. The following guidelines must be utilized:

1. Orderly evacuation of residents is vitally important to ensure everyone's safety.
2. THE FIRE DEPARTMENT, ADMINISTRATION AND NURSING MANAGEMENT WILL DECIDE IF A MASS EVACUATION IS NECESSARY.
3. Staff members should be familiar with the locations of all smoke barrier doors, stairwells, fire exits and evacuation routes in their work areas.
4. Emergency exits are posted throughout the facility to expedite the safe evacuation of residents and staff members to and from all areas.
5. In general, if it is necessary to evacuate residents from a threatened area, they should be moved into an adjoining area on the same floor, separated from the threatened area by fire and smoke barrier doors, with an available exit that does not require travel through the affected area.
6. Should horizontal evacuation be impossible or impractical, use stairs unaffected by the fire and proceed to the main floor of your building.
7. The Charge Nurse/Manager must ensure that medical records and medications accompany residents during any evacuation situation.

I. PREPARING FOR EVACUATION

A. INSPECTION OF EXIT ROUTES

1. Do not evacuate until the order is given, unless conditions warrant otherwise.
2. Turn on all lights.
3. Inspect exit routes to ensure they are safe and passable.
4. Use only those exits that have been declared safe

B. MEDICAL EQUIPMENT BREAKDOWN PROCEDURES

1. Catheter drainage bag: Place drainage bag on resident.
Option: Disconnect catheter from drainage tubing.
2. Feeding pump assembly: Remove tubing from pump. Remove bag from pole and place next to resident.
Option: Disconnect feeding line from NG-tube or G-tube.
3. Intravenous line: Clamp line or leave it open (at the discretion of the Nurse). Remove bag from pole and place on bed.
4. IV with pump:
If pump is not needed:
Remove IV tubing from pump. Remove bag from pole and place on bed.

If pump must be taken:
OPTION 1: Disconnect pump from electrical outlet, remove pump and bag from pole and place on bed.
OPTION 2: Disconnect pump from electrical outlet and move pole with bed.
5. Oxygen: Shut off flowmeter and remove mask or cannula from resident. OPTION: Pull line off flowmeter.
OR
Disconnect flowmeter from wall outlet and take with resident.

II. EVACUATION DECLARED

1. Close doors behind you as you evacuate
2. First evacuate residents and staff members in the area of immediate danger.
3. Follow the overhead emergency exit signs to the stairs. Do not use the elevators unless given the authority by the fire department.
4. Account for all residents and staff upon arrival at the assembly area.
5. Report any missing resident or staff member to the person in charge.

For evacuations from the Assisted Living Residence Building follow the above and the steps below:

6. On the 3rd and 2nd floor of the ALR building follow the overhead emergency exit signs to stairwells A and C. Do not use the elevators unless given the authority by the fire department.
7. Once on the 1st floor walk to the concierge lounge space and await further instructions.
8. All residents and staff members already on the 1st floor can walk over to the concierge lounge and avoid all stairwells.
9. If further evacuation is necessary, exit to the Hebrew Home interior corridors and proceed down the Stolz Pavilion Hallway towards the Therapeutic Arts Center
10. If evacuating to the outside from the 1st floor, use the sliding doors near the concierge desk. Once outside, conduct a census count before moving to a different location.
11. Anyone in the ALR Garage level can exit the building through the garage main entrance.

For evacuations from the Hauser neighborhood follow steps 1 through 5 as well as the following:

- Exit any of the five (5) stairwells and walk one flight down.
- Walk to the switchboard operator located in the Resnick Pavilion 1st floor, then proceed to the JR Main Maurer Wintergarden
- Await further instructions from the charge person or emergency personnel

III. SAFETY PRECAUTIONS DURING EVACUATIONS

1. Keep low when traveling through smoke filled corridors. Crawl along the floor if necessary. If no smoke is present, walk at a steady and controlled pace.
2. Do not run in smoke filled and hazardous areas.
3. Cover the nose and mouth with a wet towel if anyone needs to traverse through smoky or hazardous areas.
4. Watch for debris and exposed wires.
5. Do not open a door into areas with suspected smoke or fire conditions.
6. Choose the safest way out, even if it is the longest way to go.
7. If possible, close all windows and doors as you evacuate.
8. Once out of the unsafe area, only emergency personnel can enter.
9. Remain calm and notify security of any hazardous conditions at emergency number 718 581 1303.

IV. INTERIOR EVACUATION ASSEMBLY AREAS

ASSISTED LIVING RESIDENCE PAVILION

Primary evacuation location- Great Room/Therapeutic Arts Activity Center

Secondary evacuation location- Maurer Wintergarden

HAUSER NEIGHBORHOOD

Primary evacuation location- Maurer Wintergarden

Secondary evacuation location- Great Room/Therapeutic Arts Activity Center

STOLZ PAVILION

Primary evacuation location— Great Room/Therapeutic Arts Activity Center

Secondary evacuation location— Maurer Wintergarden

RESNICK PAVILION

Primary Evacuation location— Great Room/Therapeutic Arts Activity Center

Secondary Evacuation location— Maurer Wintergarden

LINK PAVILION

Primary Evacuation location— Great Room/Therapeutic Arts Activity Center

Secondary Evacuation location— Maurer Wintergarden

REINGOLD PAVILION

Primary Evacuation location— Great Room/Therapeutic Arts Activity Center

Secondary Evacuation location— Maurer Wintergarden

RIVERWALK

Primary Evacuation location—RiverWalk Dining Room

Secondary Evacuation location- Maurer Wintergarden

In the event the above locations of the Hebrew Home are not suitable for evacuation purposes, The River Café and the RiverWalk dining room will be evaluated as alternate areas of use

V. EXTERIOR EVACUATION AREAS

In the event that all Hebrew Home at Riverdale buildings have to be evacuated, residents must be moved to the rear lawn and RiverWalk Parking lot to minimize danger and avoid interference with any emergency operations.

- RESNICK, REINGOLD and RIVERWALK PAVILIONS—Assemble in the RiverWalk parking lot
- HAUSER NEIGHBORHOOD- Assemble in the RiverWalk parking lot
- STOLZ and LINK PAVILIONS—Assemble in the North part of the Great Lawn, closest to the RiverWalk parking lot.
- ASSISTED LIVING RESIDENCE—Assemble in the North Part of the Great Lawn

Staff must ensure that residents remain grouped by neighborhoods for accountability purposes.

VII. METHODS OF EVACUATION

1. Residents are classified as follows: AMBULATORY, WHEEL CHAIR OR BED-BOUND.
2. Ambulatory residents should be moved first, followed by wheelchair residents and then bed-bound residents.
3. Ambulatory residents should be led by a staff member to a safe assembly area.
4. If it is necessary to evacuate vertically, every resident should have a staff member leading and holding hands.
5. Wheelchair bound residents should be evacuated next.
6. If necessary to evacuate wheelchair residents vertically, a two-person carry or folding evacuation chair can be utilized.
7. Bed-bound residents should be evacuated last. If necessary to evacuate bedbound residents vertically, a two-person carry or folding evacuation chair can be utilized.

VIII. OFF CAMPUS EVACUATION

In the event the campus must be evacuated the ALR, RIVERWALK and HHAR Admin teams will follow the guidelines below:

1. The Administrator in charge, in conjunction with the Social Services Department, will ensure that appropriate arrangements with neighboring facilities and families are made to care for evacuated residents.
2. If applicable, Social Services will call families, notifying them of transfer arrangements, pickup locations or destinations.

3. In the event that residents must evacuate the Hebrew Home Campus, the University of Mount Saint Vincent will provide temporary shelter.
4. Sufficient staff and equipment should accompany each resident in order to ensure adequate supervision.
5. Residents requiring hospitalization can be transferred to St. Joseph's Hospital, Allen Pavilion, Montefiore Medical Center or any other hospital facility with available space.
6. Medical records/medications must also accompany each resident.
7. Transportation during an evacuation can be accomplished by utilizing the services below or any other company that provides ambulette/ambulance service.
8. Appropriate notifications to the Department of Health and NYC Office of Emergencies must be made to ensure all available resources and communications are provided as needed.

TRANSPORTATION SERVICES

Myle Worldwide Inc	646-844-8577
Sinai Van Service	212-547-7979

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

FIRE PLAN- DEPARTMENTAL RESPONSIBILITIES

ADMINISTRATION or DESIGNEE

- Follow R.A.C.E. procedure (Rescue, Alarm, Confine, Extinguish) for all fires and smoke conditions.
- In the event the fire is serious, stand up the Emergency Operation Center and utilize the JR 2 East Dining Room. The Fire Department may designate an alternate site as the Incident Command Center.
- Advise the switchboard operator to announce a CODE 33 and start keeping track of any calls related to the emergency.
- Deploy additional security to the main entrance and establish ongoing communications and traffic control with responding emergency personnel.
- Notify the University of Mount Saint Vincent for potential evacuation.
- Coordinate with the VP of Communications to establish messaging priorities.

DEPARTMENTAL RESPONSIBILITIES

SECURITY

DIRECTOR/SUPERVISOR

- Follow R.A.C.E. procedure (Rescue, Alarm, Confine, Extinguish) for all fires and smoke conditions.
- Determines the route for the fire department and other emergency personnel to bring them directly into the fire/emergency area.
- Assists with lateral evacuation as needed.
- Assigns a security officer or other staff member to the Main Gate to direct/escort emergency personnel to the disaster area.
- With the Director of Plant Operations, coordinates response with the Emergency Services present at the scene.
- If necessary, opens the South Gate to expedite the flow of emergency vehicles.
- Provides assistance to the switchboard operator as needed.

DEPARTMENTAL RESPONSIBILITIES

NURSING

- Upon activation of fire alarm or emergency situation reports immediately to the scene and ensures that nurse in charge has command and control of location.
- If the fire or emergency is not under control, establishes a temporary Command Center at the nearest nurses' station. If the fire or emergency is in a non-resident area, establishes a Command Center beyond the nearest smoke barrier doors.
- Coordinates with Administration and Security to determine if a facility wide command center needs to be stood up.
- Sends additional staff to the emergency area, if necessary.
- Ensures staffing is balanced out to account for areas where resident surges are necessary and proper.
- Verifies that all residents are accounted for in each neighborhood and surge area.
- Ensures resident charts remain accessible and are relocated if necessary.
- As per Nursing Department protocol, the Nursing Emergency Staffing Plan will be utilized as needed.
- During non-business hours, the Nursing Manager will be in charge until relieved by the Vice President of Nursing or designee.
- Establishes an appropriate triage area if necessary. Triage areas should be in a location accessible to ambulances or other transport vehicles.

CHARGE NURSE

IF THE FIRE IS ON YOUR NEIGHBORHOOD

Ensure that:

- Fire room has been evacuated
- Door(s) to fire room have been closed and a person is posted in front of the door to ensure it is not reopened.
- Fire alarm has been activated and a call placed to emergency x 1303.
- All residents have been removed from hallways and doors are closed

- All equipment has been removed from corridors.
- Notify the floors above & below your neighborhood of the exact location of the fire so they can take appropriate action in the event of spread of fire and/or smoke.

Make decision regarding further evacuation, using the following guidelines:

- If fire has been extinguished and the area remains safe to occupy, no further evacuation is necessary. Have staff reassure residents.
- If corridor smoke conditions are tolerable for residents, do not evacuate. Inform fire department of smoke concerns upon their arrival.
- If fire has not been extinguished and corridor conditions are tolerable, begin evacuation as follows:
 1. Residents from the fire compartment to be moved to the adjacent side of the fire/smoke doors containing an emergency exit.
 2. Have staff evacuate the rooms adjacent to the fire room first, followed by the rooms opposite the fire room.
 3. The remaining rooms in the compartment will be evacuated.
 4. Evacuated rooms will be marked with a pillow.
 5. Account for residents and staff once all are relocated.
 6. Report results to the Command Center.

NOTE: Charge Nurse is responsible to ensure removal of resident charts to a safe area.

IF ALARM SOUNDS FROM ELSEWHERE IN THE BUILDING

- Direct appropriate staff to respond to the fire/emergency area.
- Direct remaining staff to secure neighborhood by putting residents into rooms, closing windows/doors and clearing corridors.
- Direct staff to perform rounds and assure residents as needed.
- Upon hearing announcement indicating that alarm has originated from an area that evacuates to your particular unit, prepare to receive, accommodate and account for surge of residents. Position one staff member at the entrance to the neighborhood to direct arriving staff with evacuated residents to appropriate areas.

NURSING EMERGENCY RESPONSE TEAMS CONSISTS OF:

- Assistant Director of Nursing, or designee, and One Nurse Manager from any shift.

NURSING EMERGENCY RESPONSE TEAM WILL:

- Respond immediately to the emergency disaster area.
- Follow the R.A.C.E. procedures.
- Render emergency first aid if needed.
- Turn off all electrical equipment and oxygen in the area.
- Evaluate the situation and determine if and where a triage area will be established.
- Advise Security of the triage location so that the information can be disseminated as needed

EMERGENCY TRIAGE TEAM CONSISTS OF:

- Physician/NP
- Vice President of Nursing or designee
- Two or More Nurse Managers
- 3 C.N.A.'s
- A residents Record Clerk (if available)
- One Security Officer

EMERGENCY TRIAGE TEAM WILL:

- Immediately report to the designated triage area to set up area and supplies.
- Determine necessary supplies required at the triage area.
- Triage, treat and categorize anyone in need of care.
- Classify injuries according to type and urgency of condition.
- Provide emergency medical treatment and call 911 if necessary.
- Utilize security officers to assist in safeguarding valuables for residents going out to the hospital.
- Store valuables in accounting department as soon as possible.

DEPARTMENTAL RESPONSIBILITIES

ACCESS/ADMISSIONS

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
 - A. Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
 - C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
 - E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.
- Listen to the public address announcements and respond accordingly.
 - If the fire/emergency is in your area evacuate immediately and close any doors behind you.
 - Assist evacuating residents and staff in nearby areas

DEPARTMENTAL RESPONSIBILITIES

ASSISTED LIVING RESIDENCE BUILDING

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out "Dr. Red, giving the location...." for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR OF ASSISTED LIVING RESIDENCE/SUPERVISOR

- If evacuation is necessary, proceed beyond the nearest smoke barrier doors after initiating R.A.C.E. procedures in the fire area. If further evacuation is necessary, call emergency extension 1303 and ask for additional manpower to your location. If possible, evacuate to the outside and utilize the Assisted Living lobby to stage equipment and supplies as needed.
- Return to fire area only after the fire department or entity in charge determines it is clear to do so.

DEPARTMENTAL RESPONSIBILITIES

DEVELOPMENT / COMMUNICATIONS

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out "Dr. Red, giving the location...." for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A. Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR

- If the fire/emergency is in your area direct staff to secure all records if possible.
- Direct staff to assist with evacuation of residents if warranted.
- Be prepared to provide information to the media as necessary.

STAFF

- If the fire/emergency is in your area secure all records, equipment etc., if possible.
- Assist with the evacuation of residents if warranted.
- Listen to the public address announcements and respond accordingly.

DEPARTMENTAL RESPONSIBILITIES

FISCAL SERVICES

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out "Dr. Red, giving the location...." for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR OF FISCAL SERVICES

- If the fire/emergency is in your area direct staff to safeguard records if possible.
- Authorize emergency appropriations of necessary goods and services.
- Assign staff to the personnel pool as necessary.
- Listen to the public address announcements and respond accordingly.

ACCOUNTING STAFF

- If the fire/emergency is in your area safeguard records if possible by closing and locking file cabinets and drawers.
- Be prepared to be assigned to the personnel pool.
- Listen to the public address announcements and respond accordingly.

DEPARTMENTAL RESPONSIBILITIES

FOOD SERVICES

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R.** Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C.** Confine the fire or emergency. Close all remaining door and windows in the fire zone. Shut off all fans and exhaust vents.
- E.** Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR/FOOD SERVICES/ASSISTANT DIRECTOR/MANAGER

- Turn off all cooking and mechanical equipment.
- Turn off all electrical equipment.
- DO NOT use water to extinguish fires in this area.
- Know how to manually activate the dry chemical (ANSUL) fire fighting system.
- Know the location of the EMERGENCY GAS SHUT OFF VALVE.
- Prepare to use emergency menu and disposable china for the next meal.
- Coordinate with Administration for meal service of residents, staff and volunteers.
- If evacuation of a building is taking place, prepare to receive residents by clearing space in the Great Room/Biederman Library.

DEPARTMENTAL RESPONSIBILITIES

HOUSEKEEPING

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR OF HOUSEKEEPING/SUPERVISOR

- Responds to the fire/emergency location.
- Directs staff to assist Incident Commander as necessary.
- Coordinates arrangements for relocation of residents, including establishing emergency sleeping quarters.

HOUSEKEEPING STAFF

- Staff from the floors above and below the incident responds to the fire/emergency location. On the evening shift all staff respond.
- Porters bring fire extinguishers to fires.
- Clear the corridors of all obstructions.
- Assist Security Department in clearing access for emergency vehicles.
- Assist Security in limiting access to authorized personnel.
- If evacuation becomes necessary, aid in transporting residents.
- Bring additional blankets to assembly area as necessary.
- Staff not assigned should be available for personnel pool.

DEPARTMENTAL RESPONSIBILITIES

HUMAN RESOURCES

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR/ASSISTANT DIRECTOR OF HUMAN RESOURCES

- If the fire/emergency is in your area direct staff to safeguard records if possible.
- Establish a personnel pool in a centrally located area.
- Coordinate response of personnel with the Incident Commander to limit congestion in the area of the incident.
- Maintain roster of all staff who responded to the incident.

HUMAN RESOURCES STAFF

- If the fire/emergency is in your area safeguard records, if possible, by closing and locking file cabinets and drawers.
- Listen to the public address announcements and respond accordingly.

DEPARTMENTAL RESPONSIBILITIES

ITTS

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A. Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR

- If the fire/emergency is in your area direct staff to secure all records, computer equipment and data storage equipment, if possible.
- Direct staff to assist with evacuation of residents if warranted.
- If the fire/emergency is not in your area, assign personnel to the fire/emergency area to safeguard computer equipment, records, etc.
- Listen to the public address announcements and respond accordingly.

ITTS STAFF

- If the fire/emergency is in your area secure all records, computer equipment and data storage equipment, if possible.
- Assist with the evacuation of residents if warranted.
- If the fire/emergency is not in your area, prepare to respond to the emergency location to safeguard computer equipment, records, etc.
- Listen to the public address announcements and respond accordingly.

DEPARTMENTAL RESPONSIBILITIES

JUDAICA MUSEUM

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A. Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR

- If the fire/emergency is in your area direct staff to secure all records, equipment and artifacts if possible.
- Direct staff to assist with evacuation of visitors and residents if warranted.
- If the fire/emergency is not in your area continue with your normal duties.

STAFF

- If the fire/emergency is in your area secure all records, equipment and artifacts if possible.
- Assist with evacuation of visitors and residents if warranted.
- If the fire/emergency is not in your area continue with your normal duties.

DEPARTMENTAL RESPONSIBILITIES

PLANT OPERATIONS/MAINTENANCE

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R.** Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C.** Confine the fire or emergency. Close all remaining door and windows in the fire zone. Shut off all fans and exhaust vents.
- E.** Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR OF PLANT OPERATIONS

- Report to the fire/emergency location.
- Provide liaison to the emergency services.
- Coordinate emergency repairs.

ENGINEERING STAFF

- If appropriate shut off all fans and ventilating equipment.
- Shut off fuel supplies where appropriate.
- Survey affected equipment to include natural gas lines, electrical service, oxygen supplies, elevators, lighting, water supply, heating, ventilation and air conditioning equipment.
- Identify power supplies to the fire/emergency area.
- Bring oxygen to the assembly/evacuation areas as necessary.

DEPARTMENTAL RESPONSIBILITIES

MATERIEL MANAGEMENT

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR

- If fire/emergency is in your area direct staff to remove flammable and hazardous materials, if possible.
- Cease all non-essential functions.
- Prepare for the rapid distribution of supplies.
- Be prepared to assign staff to the personnel pool.
- If the fire/emergency is not in your area, respond to the emergency and determine the needs of the disaster response team.

STAFF

- If fire/emergency is in your area remove flammable and hazardous materials, if possible and secure records and equipment.
- Cease all non-essential functions.
- Prepare for the rapid distribution of supplies.
- Prepare to be assigned to the personnel pool.
- Listen to all public address announcements and respond accordingly.

DEPARTMENTAL RESPONSIBILITIES

MEDICAL DEPARTMENT

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

MEDICAL DIRECTOR

- If the fire/emergency is in your area direct staff to safeguard records if possible.
- Respond to the fire/emergency area to assess medical needs.
- Render critical emergency first aid.
- Evaluate situation and determine if and where a triage area will be located.
- Organize and supervise medical care.
- Assign as many doctors as necessary to the triage area.
- Notify area hospitals of number and severity of casualties.
- Order necessary drugs and supplies from Pharmacy and Central Supply.

STAFF PHYSICIANS

- Respond as directed by the Director or Assistant Director.
- Listen to the public address announcements and respond accordingly.

DEPARTMENTAL RESPONSIBILITIES

HEALTH INFORMATION MANAGEMENT

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out "Dr. Red, giving the location...." for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.
- A. Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR OF HEALTH INFORMATION MANAGEMENT

- If the fire/emergency is in your area direct staff to secure all records if possible.
- Insure that resident's medical records accompany them if they are moved to another location due to the fire/emergency.
- Assign staff to assist Nursing with charts if evacuation is ordered.

STAFF

- If the fire/emergency is in your area secure all records and close file cabinets, if possible.
- Assist Nursing with resident chart removal if evacuation is ordered.
- Insure that resident's medical records accompany them if they are evacuated to another location.
- Listen to the public address announcements and respond accordingly.

DEPARTMENTAL RESPONSIBILITIES

REHABILITATION (OT & PT) SERVICES

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

R. Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.

A. Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.

C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.

E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR OF REHAB SERVICE & DIRECTORS OF OT/PT

- If the fire/emergency is in your area direct evacuation of residents and participants to the Great Room/Biederman Library
- If fire/emergency is not in your area have someone from Rehab deliver the red emergency bag to the area of the emergency.
- Continue normal activities unless directed otherwise.
- If an evacuation is ordered, notify each Nursing Unit if any of their residents are in Rehab so all residents will be accounted for.
- Assign staff to personnel pool as necessary.

REHAB STAFF

- If the fire/emergency is in your area evacuate residents to the Great Room/Biederman Library.
- If fire/emergency is not in your area, bring the red emergency bag to the scene of the incident and assist as necessary.
- If red bag is not needed continue normal activities.
- Listen to public address announcements and respond accordingly.
-

DEPARTMENTAL RESPONSIBILITIES

RELIGIOUS AFFAIRS

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

R. Rescue anyone in the area while calling out “Dr. Red, giving the

location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.

- A. Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

RABBI

- If the fire/emergency is in your area direct staff to secure all records, equipment and files, if possible.
- Direct staff to assist with evacuation of visitors, clients and residents if warranted.
- Assist in calming the residents.

STAFF

- If the fire/emergency is in your area secure all records, equipment and documents if possible.
- Assist with evacuation of visitors, residents and clients, if warranted.
- If the fire/emergency is not in your area continue with your normal duties.
- Listen to the public address announcements and respond accordingly.

DEPARTMENTAL RESPONSIBILITIES

SOCIAL SERVICES

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out “Dr. Red, giving the

location....” for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.

- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR OF RESIDENT SUPPORT SERVICES

- Reports to the fire/emergency to determine needs of Incident Commander.
- Acts as family liaison, provides contact with families to keep them informed.
- Assigns staff to comfort and reassure the residents and staff.

SOCIAL WORKERS

- Comfort and reassure residents and staff as needed.
- Assist in evacuation process if it becomes necessary.
- Make necessary notifications to families.
- Listen to all public address announcements and respond accordingly.

DEPARTMENTAL RESPONSIBILITIES

RIVERWALK

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out “Dr. Red, giving the location....” for assistance. Close the door to the fire room and any

connecting doors. Post someone in front of fire door-do not reopen.

- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR / OFFICE MANAGER
BUILDING MAINTENANCE SUPERVISOR

- If the fire/emergency is in your area secure all records, equipment and files, if possible.
- Assist with evacuation of residents and visitors, if warranted.
- Use the stairs instead of the elevators.
- Primary evacuation area for tenants is the RiverWalk Dining Room.
- Secondary evacuation area is the Hebrew Home Great Room/Biederman Library.
- Have a list of tenants available for use in the event of an evacuation.

DEPARTMENTAL RESPONSIBILITIES

THERAPEUTIC AND ENRICHMENT PROGRAMS

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out "Dr. Red, giving the location...." for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.

- A.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR OF THERAPEUTIC ARTS AND ENRICHMENT

- If the fire/emergency is in your area order the shut off of all equipment.
- If any gas cylinders (oxygen, helium) are present direct their removal.
- If evacuations occur, assign staff to evacuation areas to comfort residents.

STAFF

- If the fire/emergency is in your area shut off all equipment.
- If gas cylinders (oxygen, helium) are present remove them if possible.
- If evacuations occur, assist in comforting residents.
- If fire/emergency is not in your area continue normal activities unless directed otherwise.
- Listen to public address announcements and respond accordingly.

DEPARTMENTAL RESPONSIBILITIES

VOLUNTEERS

IF THE FIRE/EMERGENCY IS IN YOUR AREA:

- R. Rescue anyone in the area while calling out "Dr. Red, giving the location...." for assistance. Close the door to the fire room and any connecting doors. Post someone in front of fire door-do not reopen.

- B.** Alarm--Activate the fire alarm. Report the emergency to the Switchboard (DIAL 1303). Give the exact location and nature of the emergency.
- C. Confine the fire or emergency. Close all remaining door and windows in the fire zone.
- E. Extinguish the fire or eliminate the emergency if possible or evacuate if necessary.

DIRECTOR/SUPERVISOR OF VOLUNTEER SERVICES

- If the fire/emergency is in your area shut off or disconnect all electrical and mechanical equipment.
- Account for all volunteers.
- Instruct all volunteers to stay clear of the fire/emergency areas.
- Deploy volunteers to transport and messenger duties as necessary.

VOLUNTEERS

- If you are in the fire/emergency area follow the R.A.C.E. procedure.
- If you are not in the fire/emergency area, contact the volunteer office and advise them of your location.
- Stay clear of the fire/emergency and triage areas if not assigned there.
- Listen to the public address announcements and respond accordingly.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

BOMB THREAT PROCEDURE

I. PRECAUTIONS

- Department Heads, Program Coordinators, Managers and Supervisors are responsible for ensuring good housekeeping practices are followed in their areas.
- All packages, boxes and materials must be kept in regular storage areas.

- There should be no clutter about the building.
- All areas not open to the public should be secured at all times when not in use. This includes storage areas, workrooms, housekeeping closets and service rooms.

II. RECEIPT OF A BOMB THREAT DURING BUSINESS HOURS:

1. The person receiving the threat must use the guidelines provided and ask WHO, WHAT, WHERE, WHEN, HOW and WHY?
2. Immediately notify Security by calling 1303.
3. Security Supervisor will notify the Director of Security and the Police and Fire Departments by calling 911. The Police and Fire Department will respond to assist in searching the facility.
4. Security Director will order the front gate closed and will attempt to determine if any possible suspects entered the property.
5. Post 1 will limit access to Emergency personnel and staff only.
6. The Director of Security will notify the President/Chief Executive Officer, Chief Operating Officer, Associate Executive Director, Associate Administrator, Director of Plant Operations, Vice President of Nursing, Director of Food Services and Director of Housekeeping.
7. A Code 33 will be announced advising all department heads and program coordinators to call the Switchboard. The Switchboard Operator will announce, "Attention all department heads and program coordinators, a Code 33 is in effect, ALL DEPARTMENT HEADS & PROGRAM COORDINATORS CALL THE SWITCHBOARD, STAT."
8. A member of security will be assigned to the secondary switchboard located at JR main in front of the museum.
 - a. As each department head and program coordinators calls in they will be advised that a bomb threat has been received.
 - b. They will also be given other pertinent information regarding the threat.
 - c. Each department head/program coordinator will then supervise an orderly search of their respective work areas to identify any suspicious packages, bags, briefcases, knapsacks, etc.
 - d. IF A SUSPICIOUS OBJECT IS LOCATED DO NOT TOUCH IT—NOTIFY SECURITY AT 1303 AND CLEAR THE AREA.
 - e. Upon completion of searching, each department head/program coordinator will call the Switchboard to report the results of the search.
9. The Command Center will be set up at the JR 2 east dining room to coordinate search efforts.

DO NOT USE 2-WAY RADIOS, CELL PHONES OR BEEPERS DURING A BOMB THREAT

III. SEARCH TEAMS: Turn off all radios, cell phones & Beepers.

1. Security accompanied by police or fire personnel will search the perimeter of all buildings, all entrances and the underground garage.

2. Engineering accompanied by police or fire personnel will search boiler rooms, storage rooms, electrical rooms, pump rooms, generator rooms, air intake vents, the main compactor room and the loading dock.
3. Charge Nurses accompanied by police or fire personnel will search nursing units, resident lounges, dining areas, bath and toilet facilities, resident rooms, pantry's, locker rooms and accessible non-resident room areas.
4. Dietary Management accompanied by police or fire personnel will search all food service areas, storage areas, staff cafeteria and dietary locker rooms.
5. Housekeeping Management accompanied by police or fire personnel will search housekeeping service areas and storage areas, compactor rooms and housekeeping locker rooms.
6. All other department heads and program coordinators will be responsible for searching their areas.

IV. SEARCHING THE PREMISES:

1. If the caller indicated a specific building or area where the bomb was placed and time permits, a search of that area will be conducted first.
2. Search in the following order:
 - a. Search around the perimeter of the building first. Check areas adjacent to utility service connections and in/around air intake vents.
 - b. Search behind shrubbery, inside trash receptacles & other confined spaces.
 - c. Search the inside of building starting on the ground floor.
 - d. Search areas below eye level first; followed by above eye level.
 - e. Search areas open to the public first: entrances, elevators, garages, stairwells, closets, storerooms, corridors and rest rooms.
 - f. Areas searched and deemed to be safe will be marked with a note attached to the outermost door.
 - g. As the search of each area is completed, notification to the command center must be made and a record of the entire event must be maintained.

V. UPON DISCOVERY OF A POSSIBLE BOMB:

1. Do not touch the suspected bomb or any other suspicious package.
2. Evacuate to a safe distance.
3. Notify Security, give specific location & mark the area off with caution tape.
4. Safety and Security will notify the police and fire departments.
5. Shut off all oxygen, gas and electrical services in the area.
6. Security staff along with the affected department(s) will initiate horizontal evacuation; moving all persons away from danger.

7. Security staff will notify the floors above and below the affected area to evacuate horizontally away from the location of the device.
8. If deemed necessary by management and emergency personnel, vertical evacuation will proceed using the stairs furthest from the location of the suspected device.
9. Elevators may be used to evacuate residents BUT, only if emergency personnel determine it is safe to do so.

VI. UPON RECEIPT OF A BOMB THREAT ON THE WEEKEND, EVENING OR NIGHT SHIFT:

1. The person receiving the threat must use the guidelines provided and ask WHO, WHAT, WHERE, WHEN, HOW and WHY?
2. Immediately notify Security by calling 1303.
3. Security will notify the Police and Fire Departments by calling 911. During times of heightened alert, the Police and Fire Department will respond to assist in searching the facility.
4. Security Supervisor will order the front gate closed and will attempt to determine if any possible suspects entered the property.
5. Post 1 will limit access to Emergency personnel and staff only.
6. The Switchboard Operator will page the Nursing Manager(s) and advise them of situation.
7. The switchboard will notify the President/Chief Executive Officer, Chief Operating Officer, Associate Executive Director, Associate Administrator, Director of Plant Operations, Director of Safety & Security, Director of Nursing, Director of Food Services and Director of Housekeeping.
8. The Command Center will be set up at the JR 2 east dining room.

VII. NURSING MANAGERS WILL:

1. Notify all Charge Nurses that a bomb threat has been received.
2. Instruct staff to immediately search for & report any suspicious packages and do not touch any packages that are unfamiliar.
3. Conduct a census of all units while returning residents to their rooms.
4. Instruct staff to remain calm, stay with residents and reassure them.
5. Safeguard medical records and other documents. Cover them with plastic trash liners or secure them in medication rooms.
6. Close all curtains throughout the facility.
7. Close all fire doors.
8. Clear all corridors of obstacles.

VIII. SEARCH TEAMS: Turn off all radios, cell phones & Beepers.

1. Initial search teams on weekends, evenings and nights will consist of Security, Engineering, Nursing Managers, Weekend Administrators and Charge Nurses.
2. Security: accompanied by police or fire personnel will search the perimeter of all buildings, all entrances and the underground garage.
3. Maintenance: accompanied by police or fire personnel will search boiler rooms, storage rooms, electrical rooms, pump rooms, generator rooms, air intake vents, the main compactor room and the loading dock.
4. Charge Nurses: accompanied by police or fire personnel will search nursing units, resident lounges, dining areas, bath and toilet facilities, resident rooms (when deemed necessary), pantry's, locker rooms and accessible non-resident room areas.
5. Dietary Supervisor or Security: accompanied by police or fire personnel will search all food service areas and storage areas including the staff cafeteria and dietary locker rooms.
6. Housekeeping Supervisor or Security: accompanied by police or fire personnel will search housekeeping service areas and storage areas, compactor rooms and housekeeping locker rooms.
7. In the event Dietary and Housekeeping staff are off duty, Maintenance and Security staff will be responsible for searching their areas.

IX. UPON DISCOVERY OF A POSSIBLE BOMB:

1. Do not touch the suspected bomb or any other suspicious package.
2. Evacuate to a safe distance.
3. Notify Safety & Security, give specific location and mark the area off with caution tape.
4. Safety and Security will notify the police and fire departments.
5. Shut off all oxygen, gas and electrical services in the area.
6. Security staff along with the affected department(s) will initiate horizontal evacuation; moving all persons away from danger.
7. Security staff will notify the floors above and below the affected area to evacuate horizontally away from the location of the device.
8. If deemed necessary by management and emergency personnel, vertical evacuation will proceed using the stairs furthest from the location of the suspected device.
9. Elevators may be used to evacuate residents and staff members only if directed to do so by emergency personnel.

XI. IN THE EVENT OF A DETONATION:

1. The emergency response team will be activated.
2. Nursing and Medical will set up a Triage area.
3. Emergency medical carts and supplies will be brought to the triage area.
4. Staff will be assigned to assist in evacuation if necessary.
5. Evacuation will be conducted following the guidelines in the Evacuation Plan.

ALL CLEAR

The “All Clear” will be announced by the Switchboard Operator after receiving the approval of the senior Police or Fire Official present.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

COLD EMERGENCY PROCEDURE

Every effort is made to maintain an environment of comfort for residents and staff during the winter months.

The Engineering Department provides plant operations coverage 24 hours a day, 7 days a week, 365 days a year to ensure that all mechanical equipment is operating properly and that the water temperatures are at appropriate levels.

In the event that a resident care area falls below 72 degrees Fahrenheit, or if it becomes necessary to call a Cold Emergency Disaster, the following procedures will be implemented:

MAINTENANCE PERSON ON DUTY WILL:

- Notify the Director of Plant Operations of the loss of heat.

DIRECTOR OF PLANT OPERATIONS / CHIEF ENGINEER WILL:

- Immediately investigate the cause of the loss of heat and implement immediate repairs.
- If it is determined that the loss of heat will be prolonged, the Director of Plant Operations will notify Administration, Social Services, Security and the Director of Nursing.
- Make arrangements for emergency repairs.
- Notify Mobile Steam Boiler Rental Corp., 718-384-1110, for emergency rental of steam boiler if situation warrants it.
- Identify areas not affected by loss of heat where residents may be transferred.

ADMINISTRATION, NURSING AND MEDICAL WILL:

- Determine the need to implement cold emergency measures.
- Notify all staff regarding the scope of the emergency and measures and precautions to be implemented.
- Notify the New York State Department of Health regarding the emergency.
- Set up the JR 2 East Dining Room Command Center
- Notify area hospitals of the emergency situation and to the potential need to transfer residents to the hospital for emergency care.
- Notify Administrators of the College of Mount Saint Vincent, the Cardinal Spellman Retreat House of the emergency and the possibility of transferring residents to their facilities.

NURSING STAFF WILL:

- Monitor temperatures and other vital signs closely and report aberrations promptly to the appropriate Clinical Nurse Manager and physician.
- Ensure that residents are dressed warm, with sweaters, coats, wool socks and gloves for extra warmth.

- Provide residents with warm (caffeine free if possible) beverages.
- Suspend all bathing and non-vital treatments as necessary & appropriate.
- Move residents away from windows and other sources of drafts.
- Close windows, drapes and blinds to prevent heat loss.
- Move residents as necessary to interior rooms and locations that would provide a warmer environment.
- Turn on heat generating devices such as lamps, overhead lights, etc.
- Encourage resident activities that will generate body heat such as walking and exercise.

HOUSEKEEPING STAFF WILL:

- Check all windows, doors etc. to ensure they are closed tightly.
- Distribute extra blankets and linens to Nursing Units.
- In areas where drafts are evident hang drapes, blankets & plastic sheathing.

ENGINEERING STAFF WILL:

- ensure that all outside air dampers are closed to prevent unnecessary heat loss.
- Check and monitor the temperature in all rooms of the building.
- In extreme cold, monitor water pipes to Ensure they do not freeze.
- Close overhead doors and monitor exterior door to limit heat loss.

SECURITY STAFF WILL:

- Monitor all entrances and ensure they remain closed when not in actual use.
- Conduct rounds of the facility to locate residents that are not on their neighborhood and who may be exposed to the cold.
- Refer any inquiries to Administration or the Vice President of Communications.

FOOD SERVICE STAFF WILL:

- Provide residents with hot meals and warm beverages (caffeine free if possible).

THERAPEUTIC ARTS AND ENRICHMENT STAFF WILL:

- Coordinate various activities in warmer areas of the facility.
- Conduct activities that will generate body heat.

NOTE: IMMEDIATELY FOLLOWING A COLD EMERGENCY A REVIEW WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS AND RECEIVE AND MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

EXTREME HEAT EMERGENCY PROCEDURES

IT IS THE RESPONSIBILITY OF ALL DEPARTMENTS TO BE PREPARED TO RESPOND TO PERIODS OF HIGH TEMPERATURES AND HUMIDITY WITH APPROPRIATE, WELL COORDINATED, GERIATRIC, RESIDENT CARE.

Although the facility is equipped with central air conditioning, the following plan has been developed in the event there is a mechanical breakdown or electrical failure that disables one or more of our cooling systems. This plan will be activated whenever the inside temperature reaches 85 degrees Fahrenheit on any neighborhood. The Nursing Manager will notify the Administrator and the Director of Plant Operations.

ADMINISTRATION / DIRECTOR OF NURSING WILL:

- Determine the need to implement heat emergency measures.
- Inform all staff regarding the scope of the heat emergency and the measures and precautions to be implemented.
- Alert area hospitals of the emergency situation and to the potential need to transfer residents to the hospital for emergency care.
- Notify the Administrators of the College of Mount Saint Vincent and the advising them of the situation.
- Order fans and other equipment as needed.
- Monitor outside temperatures and weather forecasts.
- Notify the New York State Department of Health regarding the emergency.

DIRECTOR OF PLANT OPERATIONS WILL:

- Arrange for emergency repairs or rental equipment as necessary.
- Identify areas of the facility where air conditioning is available.
- Provide fans to those areas where air circulation is required.

NURSING STAFF WILL:

- Encourage extra fluid intake by all residents at regular intervals.
- Monitor resident temperatures and other vital signs closely and report aberrations promptly to the charge nurse and physician.
- Ensure that residents are dressed in non-constrictive, light, comfortable clothing and that bed linens are also appropriate.
- Do not permit residents to sit or lie in direct sunlight.
- Close drapes and blinds to limit direct sunlight.
- Move as many residents as possible into areas where there is air conditioning.
- Identify medications that may be contraindicated or administered in modified doses during a heat emergency.
- Utilize appropriate preventative and treatment measures such as bathing, sponge baths, ice packs, etc. for those residents with temperature elevations.
- Ensure that sodium and potassium intake are adequate and that electrolyte balance is maintained. Determine if an increase in I.V. fluids is necessary.
- Monitor food trays to ensure that residents are eating sufficiently.

- Contact attending physicians regarding any case that may require hospitalization and expedite transfer as quickly as possible.
- Monitor residents and staff for signs of heat exhaustion.
- Be alert to even slight elevations in resident temperatures, which may be indicative of serious changes in resident's condition.

MEDICAL DIRECTOR AND STAFF WILL:

- Make rounds of all residents, especially those running higher than normal body temperatures.
- Provide emergency medical attention as needed.
- Contact attending physician if medical condition of any resident requires immediate attention.
- Work closely with Administration and Nursing to make necessary recommendations for prevention, detection and management of heat related disorders.

ENGINEERING STAFF WILL:

- See that all exhaust fans, air handling units and air conditioning units are in proper working order.
- Turn off all unnecessary lighting or heat producing equipment.
- Open windows and doors as appropriate to permit ventilation.
- Determine where air conditioning is available and close doors to areas with zone cooling to maintain comfort levels.
- Check and test emergency generators.
- Ensure that ice-making equipment is working at capacity.
- Ensure that portable fans are available and are being used in a safe manner.
- Discontinue use of unnecessary electrical equipment that generates heat.

HOUSEKEEPING DEPARTMENT WILL:

- Have adequate supply of linen available during heat emergencies.
- Assist in placing fans in strategic locations.
- Open window and doors as appropriate to permit ventilation.
- Determine where air conditioning is available and close doors to areas with zone cooling to maintain comfort levels.
- Discontinue unnecessary use of electrical equipment in the Housekeeping Department that generates heat.
- Assist nursing staff in closing drapes, opening or closing windows as appropriate and turning off all unnecessary lighting.

FOOD SERVICES WILL:

- Supply all nursing neighborhoods with additional fluids as needed.
- Provide all staff with necessary fluids to prevent dehydration.

- Continue making ice for as long as possible.
- Contact vendors in the event additional supplies of ice are required.
- Adjust menus to cold plates.
- Limit heat production in food service areas.

THERAPEUTIC ARTS AND ENRICHMENT

- Limit resident activities to non-heat producing activities.
- Coordinate activities in cooler areas of the facility not affected by the heat emergency.

PHYSICAL & OCCUPATIONAL THERAPIES

- Suspend use of thermal agents.
- Monitor residents closely for signs of heat exhaustion.

NOTE: IMMEDIATELY FOLLOWING A HEAT EMERGENCY INCIDENT A REVIEW WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS AND MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

SNOW/ICE STORM PROCEDURE

In the event of heavy snowfall or ice conditions, the Hebrew Home will make every effort to provide the necessary services, safety and comfort for all residents and staff.

Winter Storms can vary in size and intensity, from minor ice storms to full blown blizzards. Freezing rain or sleet, ice, heavy snow or blizzards can be serious hazards. Winter storms are by far the most likely natural disaster that the facility has the potential to experience and therefore the staff should be familiar with terminology used by weather forecasters.

Winter Storm Watch—Indicates severe winter weather conditions may affect the area (freezing rain, sleet or heavy snow may occur either separately or in combination).

Winter Storm Warning—Indicates that severe winter weather conditions are imminent.

High Wind Watch—Indicates sustained winds of at least 40 mph, or gusts of 50 mph or greater, are expected to last for at least one hour.

Heavy Snow Warning—Indicates snowfall of at least 4 inches in 12 hours or 6 inches in 24 hours is expected.

Blizzard Warning—Issued when sustained wind speed of at least 35 miles per hour are accompanied by considerable falling and/or blowing snow. Visibility is dangerously restricted.

Travelers' Advisory—Issued to indicate that falling, blowing or drifting snow; freezing rain or drizzle; sleet or strong winds may make driving difficult.

GENERAL PLAN

In the event that a storm or blizzard is predicted, Administration, the Director of Plant Operations and the Director of Security will monitor the weather forecast and coordinate all facility efforts. Administration will meet with key department heads to discuss preparations for the storm and ensure that adequate staffing and supplies are available.

After hours, the Security Supervisor and Maintenance person on duty will monitor the conditions of emergency exits, parking lots, roadways, pathways and stairs. If the emergency exits, roadways and walkways become hazardous or if snow or ice begins to accumulate, the Security Supervisor on duty will notify the on-call snow removal contractor to respond for sanding & snow removal.

ADMINISTRATION WILL:

- Monitor conditions and authorize whatever resources are deemed necessary to ensure the continuity of care and safety of residents & staff.
- Determine if the Incident Command System should be activated.

- The JR 2 east dining room Command Center will be established for the coordination of all facility efforts.
- If necessary, contact media and public officials in order to request volunteers with four-wheel drive vehicles who can provide transportation.
- Make provisions for the overnight housing of staff or evacuees from outside the facility.
- Coordinate with Food Services to provide additional meals.

NURSING WILL:

- Ensure adequate staffing is available and will maintain a list of employee phone numbers and locations in order to call in additional staff.
- Advise incoming staff that alternate means of getting to work may have to be considered.
- Advise on site staff that they may have to remain on duty.
- Check supplies on hand to ensure sufficient amounts are available for three days.
- Make preparations for the potential loss or interruption of one or all of the facilities' utility services.
- Make provisions to house staff members who may have to remain at the facility.
- Take heat conservation measures in the event of loss of heat.
- Consider alternate plans for residents who receive treatment off the property.

ENGINEERING STAFF WILL:

- Check emergency generators to ensure they are functioning properly and that sufficient fuel is available to run them.
- Check snow removal equipment for readiness.
- Check supply of ice melt, rock salt, calcium chloride and sand to ensure a sufficient supply is on hand.
- Put maintenance staff on alert when snow or ice is imminent.
- Make provisions for four-wheel drive vehicles to pick up staff at train or bus locations.
- Make provisions for four-wheel drive vehicles to transfer residents to necessary treatments off the property.
- Keep entrances, fire exits, walkways and roadways free from ice and snow accumulation.
- Inspect storm drains, roof drains and gutters to ensure they are free of obstructions.

HOUSEKEEPING STAFF WILL:

- Check supplies on hand to determine how much clean linen is available.
- Alert vendors that emergency supplies may be needed.
- Ready air mattresses, linens, pillows and blankets in preparation for staff members staying over.
- Alert staff that severe weather may result in loss or interruption of one or all of the facilities' utility services.

- Take heat conservation measures in the event there is a loss of heat
- Provide extra blankets to residents.
- Close all drapes and ensure that windows and doors are tightly closed.
- Advise incoming staff that alternate means of getting to work may have to be considered.
- Advise on site staff on duty that they may have to remain on duty until further notice.

FOOD SERVICES WILL:

- Ensure that a three (3) day supply of food is on hand.
- Alert vendors if emergency supplies are needed.
- Ensure that a three (3) day supply of disposable service ware is on hand.
- Make provisions to feed additional staff.
- Advise incoming staff that alternate means of getting to work may have to be considered.
- Advise onsite staff on duty that they may have to remain on duty.

SECURITY WILL:

- Check the perimeter of the facility for weather related hazards. Attention should be given to the vicinity of Emergency Exits and high traffic areas as well make note of the following:

Slippery pavements	Blocked storm drains
Ice accumulating overhead	Loose furniture, signs or
Low hanging wires	other objects
Low hanging branches	Flooding
- Advise oncoming staff that alternate means of getting to work may have to be considered.
- Advise on site security staff on duty that they may have to remain on duty.
- Prepare for the potential loss or interruption of one or all of the facilities' utility services.
- Check supply of emergency equipment: flashlights, batteries and radios.
- Be prepared to assist other departments as necessary.
-

NOTE: IMMEDIATELY FOLLOWING A SNOW STORM A REVIEW WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS AND MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

HURRICANE & TROPICAL STORM PROCEDURE

Hurricane/High Wind WATCH—means that conditions are favorable for the development of high winds and/or the approaching of a hurricane is possible within a (24) hour period.

Hurricane/High Wind WARNING—means to take IMMEDIATE action to protect lives and property.

Notification of Watches/Warnings:

There are several methods/devices capable of issuing warnings regarding the approaching of a hurricane/high winds which include television, radio, Emergency Management Agency and Weather Alert Devices.

Departmental Responsibilities—Watches:

When a hurricane/high wind “watch” is issued, departmental duties must be implemented. The following departments shall be responsible for their outlined procedures. These are not all inclusive. Others may become necessary during emergency or disaster situations.

IN THE EVENT THAT WEATHER CONDITIONS RESULT IN A TROPICAL STORM OR HURRICANE THE FOLLOWING PLAN WILL BE IMPLEMENTED.

ADMINISTRATION WILL:

- Set up the JR 2 east dining room Command Center as warranted.
- Maintain contact with the local National Weather Service.
- Announce that hurricane/tropical storm preparations are underway.
- Meet with key department heads to ensure proper implementation of the plan is underway.
- Establish and implement a rotation of administrative coverage for the duration of the emergency.
- Meet regularly with key department heads to monitor progress of operations.
- Decide whether or not to cancel ancillary and non-essential services and programs.
- If necessary, request that all visitors leave resident care areas and suspend visiting hours.

ENGINEERING WILL:

- Test the emergency generators on full load to ensure their proper operation & also check oil and water levels.
- Check diesel fuel supply for generators to ensure that a sufficient supply is on hand.

- Assess supplies for emergency repairs: plywood sheets, duct tape, masking tape, flashlights, batteries, extension cords, 2 x 4's, polyethylene sheeting, tarpaulins, staple guns, staples, hand and power saws, hammer and nails.
- Secure all oxygen tanks and order additional full tanks if necessary.
- Determine the need to tape all large window areas.
- Inspect and clean, as necessary, all roof, courtyard and storm drains.
- Check room areas for movable items and secure or move to a safe inside storage area.
- Turn off non-essential equipment.
- Check battery operated equipment.
- Verify all essential services are working properly in all areas (call bells, fire systems, alarms etc.)
- Inspect for leaks and seepage in ceilings, windows and around building foundations.
- Secure any doors that are prone to being blown open due to high winds.
- Arrange for the main compactor to be emptied before the storm arrives.

HOUSEKEEPING WILL:

- Ensure that an adequate supply of clean linen including additional blankets is on hand.
- Ensure that adequate supplies are on hand to maintain the facility in a clean state.
- Monitor and alert incoming laundry to ensure that personal clothing is returned before impending storm.
- Move all housekeeping equipment, supplies, etc. from the hallways.
- Ensure that all equipment is operational, including wet vacs and scrubbers.
- Ensure that all outdoor furniture has been secured or brought inside.
- Store all loose or breakable objects.
- Prepare to temporarily house staff members.
- Assist nursing in closing and locking windows and moving residents away from windows.
- Retain continuous housekeeping coverage.

NURSING WILL:

- Ensure all residents are accounted for and returned to their neighborhoods.
- Ensure that residents remaining in the facility have an adequate supply of medications.
- Check medical supplies to ensure that an adequate supply is on hand.
- Check first aid kits and disaster carts to ensure they are well stocked.
- Survey residents to determine those that need to be transferred to hospitals or other facilities.
- Store all breakables or loose objects.
- Report all equipment needs to Administration.
- Close all drapes, curtains, blinds, etc. This will minimize damage from windows that break.

- Remain calm, talk with residents, and assure them that these are necessary safety precautions.
- Assist in discharging/transferring residents as needed.
- Review staffing needs. Have next shift report early or before storm occurs.

MATERIEL MANAGEMENT—CENTRAL SUPPLY WILL:

- Check medical supplies to ensure that an adequate supply is on hand.
- Insure that there is an adequate supply of adult diapers.

FOOD SERVICES WILL:

- Ensure that an adequate supply of non-perishable foods is on hand.
- Alert vendors that emergency supplies may be required.
- Turn all freezers to their coldest settings.
- Fill available freezer space with containers of water to freeze for ice.
- Store fresh water in large containers for drinking and cooking.
- Assure that a seven-day supply of disposable plates, utensils, cups, etc. is on hand.
- Store all loose or breakable objects.
- Prepare for full tray service to resident rooms should this option become necessary for resident safety.
- Follow plans for dietary procedure in the event of loss of gas and/or electric.
- Make available supplies of emergency bottled water.

SOCIAL SERVICES WILL:

- Contact families of those residents who are physically able to go home.
- Assist residents in preparing for discharge or transfer.
- Assist in the comforting of residents throughout the emergency.
- Store loose or breakable items belonging to residents.

SECURITY WILL:

- Distribute flashlights, batteries, extension cords as necessary.
- Shut off, secure or lock any exterior doors that are prone to being blown open.
- Patrol the interior and exterior of the facility looking for potential hazards.
- Check to make sure that all unnecessary equipment is turned off, all windows and doors are closed and residents and staff are away from windows.
- Maintain contact with the Command Center.

THERAPEUTIC ARTS AND ENRICHMENT WILL:

- Mobilize staff including volunteers.
- Move residents into interior areas of the building away from windows.

- Conduct diversionary activities for residents.
- Minimize use of elevators.
- Assist with feeding of residents.

ALL OTHER DEPARTMENTS WILL:

- Check their areas for storm related hazards.
- Assist with diversionary programs for residents.
- Minimize use of elevators.

NOTE: IMMEDIATELY FOLLOWING ANY STORM A REVIEW WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS TAKEN AND MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

TORNADO / SEVERE WEATHER WATCH

I DEFINITIONS:

A tornado / severe weather "WATCH" means that weather conditions are favorable for severe weather to develop.

All "WATCH" alerts will be closely monitored as outlined within these procedures.

II Notification of "WATCH" Alerts:

There are several methods / devices capable of issuing warnings regarding the approaching of severe weather which include television, radio, Emergency Management Agency and weather alert devices.

III Tornado / Severe Weather "WATCH" Procedures:

ADMINISTRATION WILL:

- Announce an emergency meeting of key department heads to prepare for the imminent severe weather.

FOOD SERVICES WILL:

- Ensure that an adequate supply of non-perishable foods is on hand.
- Alert vendors that emergency supplies may be needed.
- Turn all freezers to their coldest settings.
- Fill available freezer space with containers of water to freeze for ice.
- Store fresh water in large containers for drinking/cooking.
- Ensure a 7-day supply of disposable plates, utensils & cups is on hand.
- Store all loose or breakable objects.

HOUSEKEEPING WILL:

- Secure all outside furniture and equipment.
- Ensure adequate supplies are on hand to maintain the facility.
- Move all housekeeping equipment, supplies, etc. from the corridors.
- Store all loose or breakable objects.
- Provide a supply of clean linen, towels, etc.
- Have extra blankets readily available.
- Unplug all unnecessary electrical equipment.
- Continue day to day assignments and be ready to implement other procedures.

ENGINEERING WILL:

- Check emergency generators to ensure they are operational.

- Insure that an adequate supply of fuel is available for operating the emergency generators.
- Secure loose objects around the facility.
- Unplug or turn off all non-essential equipment.
- Board up windows or apply masking tape as necessary.
- Check battery operated equipment. Ensure fresh batteries are available.
- Continue to monitor emergency weather forecasts.

NURSING WILL:

- Check medical supplies to Ensure that an adequate supply is on hand.
- Check first aid kits to insure they are well stocked.
- Ensure that residents remaining in the facility have an adequate supply of medications.
- Survey residents to determine those who need to be transferred to hospitals or other facilities.
- Store all breakable or loose objects.
- Report all equipment needs to Administration.
- Clear the corridors of all unnecessary equipment.
- Move all residents away from windows.
- Move bedbound residents against interior walls.
- Close all drapes, curtains, blinds, etc.
- Remain calm—reassure residents these are only precautionary measures.
- Monitor weather alerts, continue daily routines, and be ready to respond.

SOCIAL SERVICES WILL:

- Contact families / responsible parties of those residents who are physically able to go home.
- Assist residents in preparing for discharge / transfer.
- Store all loose or breakable objects.
- Assist where needed.

SECURITY WILL:

- Conduct rounds of the facility to ensure that all doors and windows are secure.
- Collect and store all barricades in the garage.
- Check the exterior of the property to insure all residents have moved indoors.

Several hours usually lapse between “WATCH” and a “WARNING”. You will have ample time to carry out your assignments. Be sure your assignments are completed safely and in an orderly manner.

Upon cancellation of a “WATCH” alert return to normal operational procedures.

NOTE: IMMEDIATELY FOLLOWING A TORNADO A REVIEW WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS TAKEN AND MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

TORNADO / SEVERE WEATHER WARNING

I DEFINITIONS:

A tornado / severe weather "WARNING" means that a tornado has been sighted in the immediate area or that severe weather is rapidly approaching our area.

A "WARNING" alerts will require immediate implementation of this plan.

II Notification of "WARNING" Alerts:

There are several methods / devices capable of issuing warnings regarding the approaching of severe weather which include television, radio, Emergency Management Agency and weather alert devices.

III Tornado / Severe Weather "WARNING" Procedures:

When a tornado / severe weather "WARNING" has been issued the following procedures will be implemented:

NURSING WILL:

- Move all residents to hallways. Leave bedridden residents in their beds. Place beds against the wall. Keep away from windows.
- Have ambulatory and wheelchair residents sit against hallway walls. Keep them away from windows.
- Close all doors to resident rooms.
- Provide each resident with a blanket. This will keep them warm and protect them from flying glass.
- Keep flashlights readily available.
- Follow all instructions issued.
- Remain calm. Reassure residents that they will be safe.
- Remain in hallways until an ALL CLEAR has been sounded by the person in charge.
- Check for injuries to residents and staff and render emergency first aid.
- Be prepared to evacuate if damage to the building necessitates it.

ENGINEERING WILL:

- Check and assess damage to utility services.
- Check for structural damage to buildings including roofs, steeples, windows and parapets.
- Inspect for leaks and seepage of moisture in ceilings and around windows.
- Check for injured residents and staff.
- Be prepared to clear exit routes and assist in evacuation, if necessary.
- Assist with clean up after the storm passes.

SECURITY WILL:

- Check the facility for injuries and property damage.
- Secure any hazardous areas to prevent further injuries. Maintain a list of these areas and provide to the incident commander and the engineering department.
- Check emergency exits in the event that damage necessitates evacuations.

- Should evacuation be necessary follow evacuation procedures as outlined in this manual.
- Announce an "ALL CLEAR" after speaking to the incident commander and getting the go ahead to do so.

HOUSEKEEPING WILL:

- Assist Nursing with evacuation if it becomes necessary.
- Assist Security with traffic control for emergency vehicles responding to the scene.
- Assist with clean up after the storm passes.

CANCELLATION OF WARNING ALERT

- When the tornado / severe weather "WARNING" has been canceled, return all residents to their rooms or living areas and resume routine procedures.
- All emergency procedures will be canceled and the staff will return to normal duties.
- Any emergency equipment will be returned to the Security or Maintenance Department.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

LOSS OF ELECTRICITY PROCEDURE

The facility is equipped with six emergency generators that service all the buildings and provide adequate electrical service capable of maintaining all the vital services required for resident care.

Should the electric power fail at any time, within the first ten seconds of the power failure the facility's emergency generator(s) will automatically activate. Once the generator(s) have started, the facility will regain limited electric service to the following areas:

Limited corridor lighting	Call Bells
Resident bathrooms	Exit lighting
Nurses Stations	Elevators
Fire & smoke detection systems	Phone & paging systems
Heating & air conditioning systems	Refrigeration systems
Emergency electrical outlets	Pantry units

Emergency electrical outlets are located as follows:

- Resnick-in each bathroom & in corridors (red, illuminated or marked).
- Stolz-in each bathroom & in corridors (red, illuminated or marked).
- Assisted Living Residence-alongside each bed, level with call-bell panel & in corridors colored red, illuminated or marked.
- Reingold-in the residents' rooms & in corridors (red in color)

IN THE EVENT THE FACILITY SUFFERS A LOSS OF ELECTRICITY, THE FOLLOWING PLAN WILL BE IMPLEMENTED:

SWITCHBOARD OPERATOR WILL:

- Immediately notify the on-duty engineer, the Director of Plant Operations and the Director of Security.
- Immediately notify the President/Chief Executive Officer, Chief Operating Officer and Vice Presidents of Administration.
- Activate the Incident Command System when directed to do so.
- If phone service is out, cellular telephones can be used to place emergency calls.

ENGINEERING WILL:

- Investigate the cause of the power outage and inform Administration of its findings.
- Once the source of the power failure is identified the appropriate notify Con Ed # 1-800-75CONED.
- Notify the Fire Department Dispatch at 665-2200 putting them on notice of the power failure.
- Ensure special medical beds can be hooked up to emergency power receptacles using extension cords.
- Turn off or disconnect all non-essential electrical devices.
- With security turn off one half of the elevators in order to conserve energy.
- Check elevators to ensure they are unoccupied.

- Ensure that bed alarms are routed to an emergency receptacle so they continue to function and do not interfere with the emergency call bell system.

SECURITY WILL:

- Retrieve flashlights, batteries and extension cords from the Disaster Cabinet and distribute them to Nursing units as needed.
- Turn off all non-essential electrical devices and lighting during a power failure. This includes radios, televisions, fans, coffee pots, computers and other miscellaneous items.
- With maintenance turn off one half of the elevators in order to conserve energy.
- With maintenance, retrieve emergency lighting for use as required.
- Hook up the backup console available at the switchboard if the telephone switchboard is down.
- Use the stairs rather than the elevators. Elevators should only be used to transport residents as necessary and to transport essential supplies, equipment and food trucks.

NURSING WILL:

- Ensure residents that rely on feeding pumps or other electrical equipment are moved to areas where electricity is available or extension cords will be run to provide the equipment with electricity.
- Ensure that all residents on oxygen are maintained or transferred from oxygen concentrators to portable cylinders.
- Adjust electric beds using hand cranks available on the Neighborhoods.
- Notify Citywide Ambulance and ask them if they can have a unit stand by at the facility for emergency transports.
- If phone service is out, use cellular telephones or pay phones to make emergency calls.
- Turn off all non-essential electrical devices to conserve electricity.
- Use the stairs rather than the elevators. Elevators should only be used to transport residents as necessary and to transport essential supplies, equipment and food trucks.

HOUSEKEEPING WILL:

- Make available additional blankets and linen as necessary.
- Use the stairs rather than the elevators. Elevators should only be used to transport residents as necessary and to transport essential supplies, equipment and food trucks.
- Turn off all non-essential electrical devices to conserve electricity.

FOOD SERVICES WILL:

- Implement the Emergency Disaster Meal Plan if warranted.
- Use the stairs rather than the elevators. Elevators should only be used to transport residents as necessary and to transport essential supplies, equipment and food trucks.
- Turn off all non-essential electrical devices to conserve electricity.

NOTE: IMMEDIATELY FOLLOWING A LOSS OF POWER A REVIEW WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS TAKEN AND MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

LOSS OF EMERGENCY POWER GENERATION

In the event of failure of one or more of the emergency generator(s), the following procedure will be in effect:

SWITCHBOARD OPERATOR WILL:

- Immediately notify the Director of Plant Operations.
- Notify Consolidated Edison at 1-800-75CONED and advise them of the situation.
- Notify the President/Chief Executive Officer, Chief Operating Officer, Administrator and Director of Safety and Security.
- Activate the Incident Command System as directed.

ENGINEERING WILL:

- Investigate the cause of the generator failure.
- If repairs cannot be made, make provisions for a portable generator until repairs are complete.
- Ensure medical beds can be hooked up to an emergency power source.
- Turn off or disconnect all non-essential electrical devices.
- With security turn off one half of the elevators in order to conserve energy.
- Check elevators to ensure they are unoccupied.
- Ensure sufficient manpower is on hand to transport necessary equipment and supplies via stairwells if elevators are out of service.
- With Security, establish a fire watch in the affected area until power is restored to the fire/smoke detection system.

NURSING WILL:

- Ensure that all residents on oxygen are maintained or transferred from central oxygen supply to portable cylinders.
- Move residents that rely on feeding pumps or other electrical equipment to areas where electricity is available or extension cords will be used to provide the equipment with electricity.
- Notify Citywide Ambulance and ask them if they can have a unit stand by at the facility for emergency transports.
- If phone service is out, use cellular telephones or pay phones to make emergency calls.
- Adjust electric beds using hand cranks available on the neighborhoods.
- Once normal power has been restored, Nursing personnel will return all emergency flashlights, batteries and extension cords to Security.

SECURITY WILL:

- Retrieve all the flashlights, batteries and extension cords from the Disaster Cabinet and distribute them to neighborhoods as necessary.
- With maintenance, establish a fire watch in the affected area until power is restored to the fire/smoke detection system.
- Retrieve emergency lighting for use as necessary.

- If the telephone switchboard is out of service, hook up the back up console with the help of the ITTS department.
- Use the cellular or payphones for emergency calls if phone service is out.
- Communications among departments will be done using the two-way radios on channel # 1.
- Ensure sufficient manpower is on hand to transport necessary equipment and supplies via stairwells if elevators are out of service.

HOUSEKEEPING WILL:

- Provide additional blankets and linen as necessary.
- If phone service is out, use cellular telephones to place emergency calls.
- Use channel 1 on the radio to communicate.
- Ensure sufficient manpower is on hand to transport necessary equipment and supplies via stairwells if elevators are out of service.

FOOD SERVICES WILL:

- Immediately implement the Disaster Menu.

ALL OTHER DEPARTMENTS WILL:

- Ensure sufficient manpower is on hand to transport necessary equipment and supplies via stairwells if elevators are out of service.
- Assist as necessary in delivering food and supplies to the nursing units.

EMERGENCY GENERATOR SERVICE AND RENTALS

KRAFT POWER

241 WEST PARKWAY

POMPTON PLAINS, NJ 07444

1800 221 3284

PETER CASTRICUM- 973 835 5595

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

FOOD SERVICES DEPARTMENT LOSS OF ELECTRICITY

- Shut off or disconnect all non-essential electrical equipment to prevent power surge to equipment when power is restored.
- Refrigerators and freezers are on emergency generator. In the event that an emergency generator fails, limit access to refrigerators and freezers in order to maintain cold temperatures as long as possible.
- In the event power is not restored within four hours, consider obtaining dry ice to maintain low temperatures. Work with engineering to find an alternate location that has power and can serve as an alternate location for frozen or cold goods.
- Hand wash dishes as needed.
- If nearby elevators are not working, use other corridors or Helen's Terrace to access other buildings.
- Use disposable plates and cutlery whenever and wherever feasible.
- Meals will be provided to staff members who are unable to leave the facility during the emergency.
- If Kronos time clock is not functioning a sign in/sign out sheet will be available by the time clock for all staff.
- In the event that the compactor is out of service due to electrical failure, all trash will be double bagged and stored in the compactor room until electrical service is restored.
- If the compactor is due to be out of service for more than 24 hours, a covered trash container will be ordered and placed near the loading dock.

NOTE: IMMEDIATELY FOLLOWING A LOSS OF POWER INSIDE FOOD SERVICES A REVIEW WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS TAKEN AND TO MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

INTERRUPTION OF NATURAL GAS SERVICE

Low-pressure natural gas supplies the food services department with gas service for cooking. In the event of interruption of natural gas service to the facility, the following procedure will be in effect:

MAINTENANCE WILL:

- Investigate the situation and notify the Director of Plant Operations.
- In addition, Consolidated Edison will be notified at the emergency telephone number, 718-931-6950 or 1-800-75CONED.
- In the event that gas service cannot be restored in eight hours, Con Edison can supply the facility with an emergency supply of high-pressure gas.
- The Director of Plant Operations will keep Administration apprised of the situation and will determine the need for relocation of residents and the securing of portable heaters.

HOUSEKEEPING WILL:

- Provide additional blankets and quilts as necessary.

ADMINISTRATION WILL:

- Notify the New York State Department of Health if deemed necessary.
- Implement the cold emergency procedure if the gas loss affects the heating of the facility.

NOTE: IMMEDIATELY FOLLOWING ANY LOSS OF ELECTRICITY A CRITIQUE WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS TAKEN AND TO MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

FIRE AND EMERGENCY PREPAREDNESS PLAN

FOOD SERVICES DEPARTMENT LOSS OF NATURAL GAS

In the event of interruption of natural gas service to the Food Services Department, the following procedure will be in effect:

FOOD SERVICES SUPERVISOR WILL:

- Notify the Engineering person on duty.
- If there is a loss of gas service to the dietary department all gas valves must be turned to their "OFF" positions until gas service is restored.
- The dietary department will implement their disaster menu.
- Disposable plates and utensils will be used if the dishwashing machines are out of service.
- The three-sink method will be employed to wash pots, serving utensils and other equipment.
- Hot water can be obtained from other areas of the facility not affected by the gas loss.
- If there is going to be an extended loss of gas service, Con Edison can supply the facility with a portable supply of high-pressure gas.

MAINTENANCE WILL:

- Investigate the situation and notify the Director of Plant Operations.
- In addition, Consolidated Edison will be notified at the emergency telephone number, 1-800-75CONED.
- In the event that gas service cannot be restored in eight hours, Con Edison can supply the facility with an emergency supply of low-pressure gas.
- The Director of Plant Operations will keep Administration apprised of the situation.

NOTE: IMMEDIATELY FOLLOWING ANY LOSS OF GAS SERVICE A CRITIQUE WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS TAKEN AND TO MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

NATURAL GAS LEAK EMERGENCIES

In the event there are indications of a gas leak, or a concentration of gas inside of a building, the following immediate actions will be taken:

PERSON DISCOVERING LEAK WILL:

- IMMEDIATELY NOTIFY THE TELEPHONE SWITCHBOARD BY DIALING 1303.

SWITCHBOARD OPERATOR WILL:

- IMMEDIATELY NOTIFY THE FIRE DEPARTMENT DISPATCH using 911. This is vitally important since the fire department has the equipment, manpower, and expertise to assist the staff during this type of emergency.
- Notify Consolidated Edison at 718-931-6950 or 1-800-75CONED.
- Notify the Director of Plant Operations, President/Chief Executive Officer, Chief Operating Officer, Administrator and the Security Supervisor.

ADMINISTRATION WILL:

- In conjunction with the Fire Department determine if an evacuation is necessary.
- Notify the College of Mount Saint Vincent and the Cardinal Spellman Retreat House that an evacuation may be necessary.
- Refer to the Emergency Evacuation Plan for additional information.

SECURITY WILL:

- Clear the room, floor, building or designated area of all occupants.
- If evacuation is necessary, refer to the Fire Plan Emergency Evacuation procedures.
- Security officers will set up a perimeter around the affected area to prevent unauthorized persons from entering.
- If necessary curtail visiting hours at the discretion of Administration.
- Use every practical means to eliminate all sources of ignition. Take precautions to prevent smoking, striking matches or lighters, operating electrical switches or devices, etc.

MAINTENANCE WILL:

- Ventilate the affected area by opening windows and doors.
- Shut off all gas supplies to the area involved.
- Use every practical means to eliminate all sources of ignition. Take precautions to prevent smoking, striking matches or lighters, operating electrical switches or devices, etc.
- If possible, cut off all electric circuits at remote locations in order to avoid using switches in the affected area.
- Investigate all other areas in the immediate vicinity to determine the presence of escaping gas therein.
- In the interim every effort must be made to assure safety.

NURSING WILL:

- Prepare in the event an evacuation is ordered.
- Prepare medication carts and medical records for transport.
- Refer to the Emergency Evacuation Plan for additional information.

FOOD SERVICES WILL:

- Shut off all gas valves until the emergency is over.
- Ventilate the affected area by opening windows and doors.
- Use every practical means to eliminate all sources of ignition. Take precautions to prevent smoking, striking matches or lighters, operating electrical switches or devices, etc.
- Implement the disaster menu.

NOTE: IMMEDIATELY FOLLOWING ANY GAS LEAK EMERGENCY A CRITIQUE WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS TAKEN AND TO MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

LOSS OF WATER SUPPLY

In the event the facility experiences a loss of water the following plan will be implemented:

SWITCHBOARD OPERATOR WILL:

- Notify the Director of Plant Operations.
- Notify the President/Chief Executive Officer, the Chief Operations Officer and the Administrator.
- Notify the Fire Department Dispatch at 665-2200.
- Notify the Directors of Nursing, Food Services, Medical, Housekeeping & Materiel Management.

MAINTENANCE WILL:

- Troubleshoot the situation and determine the reason for the water loss.
- Notify the New York City Department of Environmental Protection at 718-337-4357.
- Consider activating and water storage tank agreements.
- Notify the fire alarm company, AFA, if the sprinkler system is affected by the loss of water and along with Security establish a Fire Watch.
- Make arrangements for emergency repairs if water loss is localized.
- Reduce steam consumption to conserve boiler make up water.
- Assist in the distribution of water to Nursing units as necessary.
- Shut off all underground sprinklers and ornamental fountains.

ADMINISTRATION WILL:

- Will meet with Engineering and determine approximate length of time facility will be without water.
- Notify the New York State Department of Health at 212-417-4440.
- Authorize and disseminate an order to all departments to curtail use of water until further notice.

FOOD SERVICES WILL:

- Make arrangements with Bartlett Dairy Inc. for a supply of fresh water.
- Supply 2 bottles of water for every neighborhood.
- Implement the disaster menu plan in order to conserve the use of water.
- If necessary, implement the use of disposable plates, utensils, cups, paper napkins, etc.
- Monitor the distribution and conservation of bottled water.

Bartlett Dairy Inc.

90-04 161 Street
Jamaica, New York 11432
P- 718 658 2299
F- 718 725- 6470
Donald Malave cell- 347- 865 2091
www.bartletttny.com

HOUSEKEEPING WILL:

- Supply staff to assist in the transportation and distribution of water to affected areas.
- Curtail housekeeping duties that require the use of water.
- Supply carts and equipment to assist in the distribution of water.

NURSING WILL:

- If possible, fill all bathtubs with water.
- Resident bathing would be restricted to sponge baths as needed.
- Monitor the distribution of water and conserve its use whenever possible.
- Limit the flushing of toilets and use water from bathtubs to flush if available.
- Instruct staff to monitor all residents for signs of possible dehydration.

SOCIAL SERVICES WILL:

- Will reassure and comfort the residents as necessary.
- Assist in monitoring conservation of water by residents.

SECURITY WILL:

- Implement a fire watch if the affected area if sprinkler systems are out of service.
- Assist in monitoring the conservation of water.
- Prohibit smoking by residents inside the facility if a fire watch is posted.

MATERIEL MANAGEMENT WILL:

- Distribute paper and plastic cups to Nursing units.
- Obtain additional bottled water from local retail establishments:
 1. Key Food- 5661 Riverdale Avenue, Riverdale, NY
 2. C Town- 5686 Mosholu Avenue, Bronx NY
 3. Shop Rite- 25-43 Prospect Street, Yonkers, NY (off Riverdale Ave)

MEDICAL DEPARTMENT WILL:

- Monitor all residents and staff for signs of dehydration.

NOTE: IMMEDIATELY FOLLOWING ANY WATER EMERGENCY A CRITIQUE WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS TAKEN AND TO MAKE RECOMMENDATIONS TO ADMINISTRATION.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

LOSS OF DOMESTIC HOT WATER

In the event that domestic hot water service is interrupted, the following measures will be implemented:

- The Director of Plant Operations will be notified.
- The Director of Plant Operations or his designee will notify Administration and the Directors of Nursing, Food Services, and Housekeeping.
- The director of Plant Operations will identify the reason for loss of hot water and arrange for repairs.
- Administration will notify the New York State Department of Health.

NURSING STAFF WILL:

- Curtail resident showers until hot water service is restored.
- Provide limited bedside bathing using hot water generated in the pantry or from the food service department.
- Insure staff is aware of the current situations and limit hot water usage.

FOOD SERVICES WILL:

- Generate hot water through available resources in order to maintain availability.
- Curtail the use of hot water by switching to disposable plates, cups and utensils.
- Implement Disaster Menu

HOUSEKEEPING WILL:

- Make provisions for cold water washing procedures.

ALL OTHER DEPARTMENTS WILL:

- Will curtail the use of domestic hot water until the situation is alleviated.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

TELEPHONE SYSTEM FAILURE

In the event there is a partial or total telephone system failure the following procedures will be implemented:

SECURITY / SWITCHBOARD OPERATOR WILL:

- Hook up the emergency telephones at the Switchboard to the appropriately marked lines behind panel # 1.
- If these lines are working notify our telecommunications department of the failure.
 - ITTS Help Desk— (718) 581-1602 (Cell)
 - David Finkelstein—CIO/ITTS (347) 514-4744 (Cell)
- If the emergency phones do not work use a pay phone to notify our telecommunications department and advise them of the situation.
- Notify the Director of Plant Operations, Director of Safety and Security, the President/Chief Executive Officer, Chief Operating Officer, Associate Executive Director and the departments of Medicine, Nursing and Social Services. If on a weekend notify the Weekend Administrator.
- Distribute two-way radios to the Nurse Managers and the Doctor on duty so they can communicate with Security and the telephone switchboard. Radios are available in housekeeping and transport services departments.
- During a loss of telephone service all emergency communications will be made on channel # 1.
- Security officers will initiate floor rounds to advise staff of telephone system situation and if an ambulance is needed for an emergency, to use the unit pay phone and dial 911.
- Will use messengers to relay important information throughout the facility.

ADMINISTRATION WILL:

- Draft correspondence to interested parties explaining the situation and offering at least one cellular telephone phone number that can be used to contact the Home.
- Notify the Department of Health as appropriate and immediately when external telephones are affected.

I.T.T.S WILL:

- Assess status of repairs and advises command center accordingly.
- Ensure that other support services are adequately running and can support emergency.
- Make sure all cell phones are operating properly.

NURSING DEPARTMENT WILL:

- Use Nurses Aides as messengers. If a Nurse Manager is needed on a unit an aide will respond to the switchboard where the operator will contact the Nurse Manager via a two-way radio.
- Communications on two-way radios will be on channel # 1.

SOCIAL SERVICES WILL:

- At the direction of Administration, draft correspondence and delegate to available staff in personnel pool (based on availability of cell phones), the responsibility to call families to advise them of the situation.
- Notify residents of the problem and make sure there are no emergency telephone calls that need to be made on their behalf.

ALL DEPARTMENTS WILL:

- Use fax machine phone lines, cellular telephones for conducting necessary communications.
- Dedicated lines that will remain operational in the event of an outage can be found in the following departments:
 - Administration (D. Pomeranz)
 - Access / Admissions
 - Development
 - Fiscal Affairs
 - Food Services
 - Human Resources
 - Logistics
 - Nursing

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

USE OF VOLUNTEERS DURING AN EMERGENCY

POLICY: Use of Volunteers during an Emergency situation is considered essential in quickly augmenting on site staff members at the Hebrew Home. All Hebrew Home volunteers will be utilized as needed until the emergency is declared over by the Incident Command Officer.

PROCEDURE:

1. The Incident Command Officer or Designee will declare an emergency and an overhead Code 33 announcement will be made by the switchboard operator.
2. The Director of Volunteer Services and Intergenerational Program will respond to the JR 2 East Dining Room Command Center for a briefing. In the event the Director is offsite, the briefing will be provided over the phone.
3. All Volunteers on and off site will report to the Volunteer Office, sign in and await further instruction.
4. Volunteers must have proper HHAR identification to enter the Hebrew Home.
5. Volunteers will be assigned to areas of need and accordance to volunteer capabilities. Once at that location, volunteers will strictly adhere to the command structure in their assigned sector.
6. All Non-Hebrew Home Volunteers responding to render assistance must have proper association identification, professional license and NYS issued photo identification. Preference will be given to those volunteers that work within the Columbia Presbyterian and Montefiore Health Care system, GNYHA, CCLC or federal government. All Non-Hebrew Home volunteers, regardless of Association, will report to the Volunteer office to sign in and receive assignment if proper and appropriate. Current Hebrew Home physicians who know or have worked with independent licensed medical practitioners can also assist with the identification process.
7. The Medical Director will determine if and when independent licensed medical practitioners can provide service in the Hebrew Home during a disaster. Any temporary privileges will be documented and all temporary volunteers will be assigned to work with other physicians. All temporary volunteers will receive a photo identification card from the security office.
8. Primary source identification of all temporary volunteers will be completed within 72 hours of volunteer approval.
9. All volunteers must sign in and out at the volunteer office on a daily basis. The Director of Volunteer Services and Intergenerational Program will provide a daily assignment.
10. The Director of Volunteer Services and Intergenerational Program will coordinate with the Command Center and ask for manpower to properly vet Non-Hebrew Home volunteers.
11. The Incident Command Officer will collaborate with the Director of Volunteer

Services and Intergenerational Program and Medical Director to make a final determination of which volunteers can be utilized.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

EXTERNAL DISASTER

In the event of an external disaster in the immediate vicinity of the facility, the Hebrew Home at Riverdale Home is prepared to act as a temporary first aid and holding area until the emergency personnel respond. In the event of a community disaster the facility will support local hospitals if possible and appropriate

Patients coming into the facility will be brought to the Maurer WinterGarden for triage treatment and holding of treated persons for transport to area hospitals. Additional intake space is available in the Rehab department as well as the RP Main Clinic area.

GENERAL INSTRUCTIONS:

The Chief Executive Officer, in consultation with the Chief Operating Officer, will determine the level of involvement in such a disaster.

- In the event of an external disaster, the Incident Command System will be activated and all Department Heads will be asked to immediately respond to the facility.
- Department Heads will be responsible to call in additional staff as they deem necessary.
- Visiting hours may be altered or suspended during an external disaster.
- Access to the facility will be limited to emergency personnel, potential victims and loved ones.
- The Chief Communications Officer will determine if the media will be permitted access to the property for press briefings.
- All inquiries involving residents will be directed to the Social Services Department.
- All inquiries regarding victims will be directed to Administration.

ADMINISTRATION WILL:

- Establish and man the JR 2 east dining room command center to monitor all operations within the facility.
- Coordinate all operations internally and externally with local emergency responders and area hospitals.
- Designate a press briefing area if necessary.

NURSING WILL:

- The Vice President/Designee will ensure an appropriate number of staff members are in the treatment area as well as o neighborhoods providing direct care.
- The emergency cart from the Rehab will be used to treat the injured.
- Emergency red bags will be brought by Security from the Switchboard area and the Disaster Cabinet.
- If needed, emergency carts can be brought to the WinterGarden from their locations.
- Nursing Manager will arrange for emergency supplies and equipment to be brought to the WinterGarden.

- Prepare a chart for each victim/patient that is treated.
- Ensure personnel from the sending facility remain with their residents. They will operate under the direct supervision of the Nursing Department of HHAR.

HOUSEKEEPING WILL:

- Assist the Nursing Department in preparing the Maurer WinterGarden as a triage center.
- Prepare the Link Multipurpose room for occupation by victim families.
- Assist in transporting all available stretchers and supplies for use by nursing, including an ample supply of linens and towels.
- Assist Security as necessary in vehicular, pedestrian and emergency vehicle traffic control

MAINTENANCE WILL:

- Provide auxiliary lighting in the WinterGarden if necessary.
- Provide sufficient portable oxygen tanks to the WinterGarden.
- Insure that all utilities are kept operational and when necessary make arrangement for emergency utilities.

SECURITY WILL:

- Designate an area for the staging of emergency vehicles.
- Keep the RiverWalk Circle clear of traffic to expedite the flow of emergency vehicles.
- Limit access to the property to authorized persons only.
- Transport emergency equipment from the Disaster Cabinet to the Wintergarden.
- Escort media personnel to press briefing areas if appropriate.
- Ensure that two disaster drills are conducted on an annual basis

FOOD SERVICES WILL:

- Insure that an adequate number of meals are prepared to feed the victims and staff recalled to duty.
- Determine if the disaster meal plan should be implemented.

MATERIEL MANAGEMENT WILL:

- Provide Nursing with all the anticipated medical supplies and will be available to secure additional supplies.

MEDICAL DEPARTMENT WILL:

- Triage the victims and render emergency first aid as appropriate.

CHIEF COMMUNICATIONS OFFICER WILL:

- Consider establishing a press briefing area.

THE HEBREW HOME AT RIVERDALE
EMERGENCY PREPAREDNESS PLAN
SHELTER IN PLACE

The Hebrew Home at Riverdale is a Shelter in Place facility, able to provide emergency power to all residential areas and common spaces inside buildings. It is the policy of the Hebrew Home at Riverdale to shelter in place when deemed necessary for the safety of residents, employees and visitors. Reasons to shelter in place may include, but are not limited to, severe weather, chemical or biological threats, or a violent situation such as an active shooter. In these instances, evacuation may not be possible or necessary.

Administration, the Incident Commander or other previously appointed individual will make the decision to shelter in place. At times, local or State Officials and governing agencies such as the Fire Department, Police Department or Mayor may make the decision to shelter in place.

1. Factors to consider when determining to shelter in place include:
 - The nature of the event, including its expected arrival time, magnitude, area of impact, and duration.
 - The anticipated effects on both the Hebrew Home at Riverdale and the community.
2. Types of information needed for decision making include:
 - Current information on external events and possible impact on the Hebrew Home at Riverdale with estimated time of impact.
 - Evaluation of the utilities and/or structural integrity of the Hebrew Home
 - The availability of staff, supplies, food, water, equipment, and medications for the duration of the event, or at least 72-96 hours following the event.

Once the decision is made to shelter in place we must:

- Inform everyone in the facility.
 - Notify stakeholders and local authorities with jurisdiction.
 - Secure residents first, followed by employees and visitors.
 - Gather emergency supplies (food, water, medication, crash carts, and other medical necessities) and information, such as medical documentation and forms, to ensure the wellbeing of each person sheltering in place.
 - Keep communication devices charged and connected to emergency power where possible.
3. The safest means to shelter in place varies by hazard. General considerations include:
 - Severe weather:
 1. Move to an area or interior room located away from windows
 1. Lock all exterior windows and doors.

- Chemical or biological threat:
 1. Move to an area or interior room away from doors
 2. Shut off fans and heating and air conditioning systems.
 3. Seal vents, windows and doors if possible.
- Violent situation:
 1. Close and lock doors and windows to secure the area.
 2. Blockade doors with furniture or heavy items.
 3. Cover windows if possible to obscure visibility.
 4. Mute all electronic devices.

The Hebrew Home at Riverdale will maintain frequent communication internally and externally for reassessment and timely decision making while sheltering in place.

The decision to resume normal operations will be made by the CEO/COO and incident Commander.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

CHEMICAL SPILLS PROCEDURE

PERSON DISCOVERING SPILL WILL:

- Clear the area of all residents, staff and visitors.
- Evacuate if he or she is in immediate danger.
- Notify Housekeeping, Security and Maintenance.
- If the spill is flammable, turn off sources of heat and ignition.

SECURITY WILL:

- Immediately respond to and secure the area.
- Assure contaminated persons are identified and treated.
- Attempt to identify the chemical & its hazards.
- Notify Housekeeping and Maintenance of the extent of the spill.
- Remove all non-essential personnel from the area and prevent entry of unauthorized persons.
- Notify the Fire Department if the spill is volatile or flammable.
- Notify the New York State Department of Environmental Conservation at 800-457-7362, if the spill is significant or if it may impact on the environment.

HOUSEKEEPING WILL:

- If the spill is within their domain, consult the appropriate Safety Data Sheet before conducting clean-up procedures.
- Use the appropriate and recommended personal protective equipment.
- Contain the spill using absorbent pillows or materials available in the housekeeping storage area.
- Ventilate the area to disperse fumes.
- Dispose of the material using the method recommended by the manufacturer.

NURSING DEPARTMENT WILL:

- Remove residents from the area of the spill.
- Provide emergency first aid to those victims exposed to the spill.
- Notify 911 for those who require emergency transport.
- In the event that there is a mercury spill, contact Security to bring a Mercury Spill Kit to the scene.

MAINTENANCE WILL:

- If the spill is within their domain, consult the appropriate material safety data sheet before conducting clean-up procedures.
- Use the recommended and appropriate personal protective equipment.
- Ventilate the area to the outside to dissipate fumes.
- Open windows and turn on ventilation fans if available.
- If spill is flammable, turn off sources of heat and ignition.

- Provide absorbent products to use on spills. Absorbent products are stored adjacent to the chemical drum storage area in the lower level of the maintenance building boiler room and in the 8th floor boiler room in the Resnick Pavilion.
- Oil spill absorbent products are also available in the maintenance department.
- Dispose of the chemical as recommended by the manufacturer.

DEPARTMENT RESPONSIBLE FOR SPILL WILL:

- Confine the spill using appropriate diking materials.
- Identify the chemical and make provisions for clean up using the material safety data sheet.
- Use the appropriate and recommended personal protective equipment: goggles, face shield, gloves, sleeves/apron or impervious suit.
- Clean up and dispose of the chemical as recommended by the manufacturer.
- In the event that there is a spill of mercury, spill kits are located in the Disaster room in JRL and the Switchboard in the red Emergency Bag.

IMMEDIATELY FOLLOWING A CHEMICAL SPILL, A CRITIQUE WILL BE CONDUCTED BY THE SAFETY COMMITTEE TO ASSESS ACTIONS TAKEN AND TO MAKE RECOMMENDATIONS TO ADMINISTRATION

THE HEBREW HOME AT IVERDALE

EMERGENCY PREPAREDNESS PLAN

MERCURY SPILL

Mercury is a metallic element that is liquid in room temperature. It is used in thermometers and sphygmomanometers and other medical equipment. It is also present in light bulbs and batteries. Mercury can be harmful if it is inhaled or absorbed through the skin, therefore, the following guidelines must be followed in the event of a spill:

PERSON DISCOVERING SPILL WILL:

- Contact Safety and Security, Maintenance and Housekeeping.
- Determine if anyone has been exposed to the spill.

SAFETY AND SECURITY WILL:

- Evacuate personnel from the area of the spill.

DEPARTMENT RESPONSIBLE FOR SPILL WILL:

- Obtain a mercury spill kit from Security.
- Wear appropriate protective equipment; gloves and glasses are provided in the kit.
- Follow clean up directions provided with the spill kit.
- Properly dispose of clean up kit in a hazardous waste container.

NURSING DEPARTMENT WILL:

- Arrange for emergency medical attention if necessary.

HOW TO USE Hg ABSORB:

- Sprinkle Hg Absorb powder over mercury.
- Wet powder with water.
- Work Hg Absorb powder into mercury with scraper to form a semi-solid mixture (an amalgam).
- Scrape mercury mixture into dustpan.
- Empty mercury mixture from dustpan into RED bag.

HOW TO USE MERCURY SPONGES:

- Wet sponge to activate HG Absorb coating.
- Wipe contaminated surface with coated side of sponge to attach all the mercury on its' surface.
- Place sponge in RED bag.

DISPOSAL INSTRUCTIONS:

- Place Hg Absorb mercury mixture (amalgam) immediately in RED bag.
- Dispose of protective clothing in the bio-hazard container.
- Transfer the bio-hazard container to the soiled utility room on the unit.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

MISSING RESIDENT PROCEDURE (CODE 100)

NURSING STAFF WILL:

- Upon discovering a missing resident, immediately notifies the Clinical Nurse Manager (CNM) or Charge Nurse.
- Within first 15 minutes after notification of a missing resident, immediately implements the following steps:
- Calls Security Gate (ext. 1379) with the following information:
Time, name and neighborhood of the missing resident.
Physical description including gender, race and last known clothing by type and color.

SECURITY GATE GUARD WILL:

- Upon notification of missing resident, immediately secures exit gate, actively searches all exiting cars and verifies identification of all persons exiting.

CNM/CHARGE NURSE/ASSISTANT DIRECTOR:

- Upon completion of room-by-room search in resident's neighborhood, will notify the Switchboard, who will then post a message on the Missing Resident Hotline at ext. 2600

SWITCHBOARD OPERATOR:

- Announces CODE 100 over the Public Address System giving instructions to call ext. 2600. Posts message on the Missing Resident Hotline.

ALL CNM'S WILL:

- Conduct a head-to-head search on their neighborhoods to ensure that missing resident is not there. Contact Command Center in the JR 2 East Dining Room with the results of your search.

ALL STAFF WILL:

- Call Missing Resident Hotline at ext. 2600 for additional information.

CNM/CHARGE NURSE OR DESIGNEE WILL:

- Ensures that the most recent photo of the missing resident is brought to the JR 2 east dining room Command Center.

COMMAND CENTER PERSONNEL/DIRECTOR OF SECURITY/DESIGNEE/DIRECTOR OF NURSING/DESIGNEE WILL:

- Maintain master list for staff.
- Contact family or arranges for Resident Services Coordinator (RSC) and/or other staff member to apprise family of situation and gain further information as to family activities that may explain resident's location.
- Notify the following:
 - Administration and/or Weekend Administrator
 - Nursing Administration
 - Director of Social Services or Designee

DEPARTMENT HEADS/DESIGNEES WILL:

- Go to THE Command Center, located in the JR 2 east dining room, for instruction and assignment for search.

ADMINISTRATOR/WEEKEND ADMINISTRATOR WILL:

- In consultation with the Executive Vice President/Chief Operating Officer and Command Center personnel, will decide upon notification of Police Department via 911 and/or implementation of Incident Command System.
- Informs if warranted Public Relations Director, to prepare a statement for the media and insures that all inquiries are directed to the Vice President of Communications/ Administrator.
- In collaboration with the Police Department and Resident's family, will determine scope of search, which may include search of areas outside of facility grounds, resident's former address or frequented destination.

DIRECTOR OF NURSING/DESIGNEE WILL:

- Notify the New York State Department of Health.

CNM/CHARGE NURSE/RSC WILL:

- Update family.

DIRECTOR OF SECURITY/SECURITY SUPERVISOR:

- Maintains liaison with Police Department until the resolution of police search.

ONCE THE RESIDENT HAS BEEN FOUND

CNM/RSC WILL:

- Notify the family.

DIRECTOR OF NURSING/DESIGNEE WILL:

- Notify the New York State Department of Health.

DIRECTOR OF SECURITY WILL:

- Notify the police, if resident was found by other than police.
- Updates Missing Resident Hotline and instructs Switchboard Operator to announce "All Clear" over the PA system.
- Disband Command Center.

CNM/CHARGE NURSE WILL:

- Arrange for resident to be examined and evaluated by floor physician or on-call physician.
- Coordinate any modification to Care Plan to attempt to prevent any further occurrences, and arranges for family to be informed and consulted in regard to these modifications.

POST CONFERENCE

DIRECTOR OF NURSING/SECURITY/SOCIAL SERVICES WILL:

- Within three business days after the resident was found, convenes group to review incident and conduct Root Cause Analysis.

THE HEBREW HOME AT RIVERDALE

EMERGENCY AND DISASTER PREPAREDNESS PLAN

BIOLOGICAL AGENT THREAT PROCEDURE

1. HOW TO IDENTIFY SUSPICIOUS PACKAGES & LETTERS

- Excessive postage
- Handwritten or poorly typed addresses
- Incorrect titles or title without a name
- Misspellings of common words
- Oily stains, discoloration or odor
- No return addresses
- Excessive weight
- Lopsided or uneven envelope
- Protruding wires or aluminum foil
- Excessive security materials such as masking tape, string, etc.
- Visual distractions or ticking sound
- Marked with restrictive endorsements such as "Personal" or "Confidential"
- Shows a city or state in the postmark that does not match the return address

2. UPON RECEIPT OF A SUSPICIOUS LETTER OR PACKAGE

A. THE LETTER OR PACKAGE IS UNOPENNED:

1. The person receiving the package/letter does not shake or empty the contents of any suspicious envelope or package.
 2. The person places the envelope/package in a plastic bag or some other type of container to prevent leakage of contents.
 3. If a container is not available, then covers the envelope/package with anything (e.g. clothing paper, trash can, etc.) and does not remove this cover.
 4. The room or area should be evacuated and the door closed (or area sectioned off) to prevent others from entering (i.e., keep others away).
 5. The evacuated person(s) from the room/area should wash his hands with soap and water to prevent spreading any powder to his/her face.
 6. The evacuated person(s) should confined himself in a room proximate to the room/area where the letter /package was found.
 7. The person who found the letter/package should immediately notify Security by calling 1303 (specifies the location of the letter/package and evacuated person (s)).
 8. Security will notify the Police and close the front gate.
 9. Post 1 will limit access to Emergency personnel and staff only.
 10. The Switchboard will notify President/Chief Executive Officer and Chief Operating Officer and they will initiate the Incident Command System.
 11. The Director of Nursing will alert all the Nurse Managers and the Infection Control Nurse. (See Below for Nurse Managers' responsibilities).
- *** During weekends, evenings and nights, the Switchboard Operator will notify the Nurse Managers on duty.***
12. The Command Center will be activated in the JR 2 east dining room
 13. The Infection Control Nurse will notify the public health authorities.

14. The Security Supervisor will list all people who were in the room or area when this suspicious letter /package was recognized.
15. The Security Supervisor will give the list to the Police and the Infection Control Nurse, which will give it to the public health authorities.
16. Follow-up will be done according to Police and Public Health authorities input.

NURSE MANAGERS' RESPONSABILITIES:

1. Notify their Charge Nurse that a possible contaminated package/letter had been received.
2. Instruct staff to immediately report any suspicious package/letter and do not touch it.
3. Conduct a census of all units while returning residents to their rooms.
4. Instruct staff to remain calm, stay with residents and reassure them.
5. Safeguard medical records and other documents. Cover them with plastic trash liners.
6. Clear all corridors of obstacles.

B. IF THE POWDER FROM ENVELOPE SPILLS OUT ONTO SURFACE:

1. The person receiving the package/letter does not try to clean up the powder.
2. The person covers the spilled contents immediately with anything (e.g. clothing paper, trash can, etc.) and does not remove this cover.
3. The room or area should be evacuated and the door closed (or area sectioned off) to prevent others from entering (i.e., keep others away).
4. The evacuated person(s) from the room/area should wash his hands with soap and water to prevent spreading any powder to their face.
5. The evacuated person(s) should confine himself in a room proximate to the room/area where the letter /package was found.
6. The person who found the letter/package should immediately notify Security by calling 1303 (specifies the location of the letter/package and evacuated person (s)).
7. Security will notify the Police.
8. Security Supervisor will order the front gate closed
9. Post 1 will limit access to Emergency personnel and staff only.
10. The Switchboard will notify the President/Chief Executive Officer and Chief Operating Officer and they will initiate the Incident Command System.
11. The Director of Nursing will alert all the Nurse Managers and the Infection Control Nurse. (See Section 2.a for Nurse Managers' responsibilities).

*** During weekends, evenings and nights, the Switchboard Operator will notify the Nurse Managers on duty.***

12. The Command Center in the JR 2 east dining room will be activated.
13. The Infection Control Nurse will notify the public health authorities.

14. The Security Supervisor and the Senior Nurse Manager will have the evacuated person(s) remove heavily contaminated clothing as soon as possible and place it in a plastic bag.
15. The Security Supervisor and the Senior Nurse Manager will give the clothing bag to the Emergency Responders for proper handling.
16. The Security Supervisor and the Senior Nurse Manager will have the evacuated person(s) who removed heavily contaminated clothing take a shower and wash himself with soap and water as soon as possible. The shower should be proximate to the confined area. The shower area will be sectioned off after.
17. The Security Supervisor will list all people who were in the room or area when this suspicious letter /package was recognized.
18. The Security Supervisor will give the list to the Police and the Infection Control Nurse, which will give it to the public health authorities.
19. Follow-up will be done according to Police and Public Health Authorities input.

3. UPON DISCOVERY OF RESIDENT/EMPLOYEE WHO HAS BEEN EXPOSED OR
DIAGNOSED WITH THE DISEASE.

1. The staff, physicians or laboratory technicians will notify the Infection Control Nurse upon the discovery.
2. The Infection Control Nurse will notify the Medical Director and the Director of Nursing. An investigation will be initiated and Administration will be notified. The Infection Control Nurse will notify the Public Health Authorities.
3. If one resident is sick or exposed, he/she will be isolated in his/her room until transfer to a hospital or further guidelines from Public Health Authorities are provided.
If a large number of residents are sick or exposed, they will be isolated in their room until transfer to a hospital or further guidelines from Public health Authorities are provided.
4. Standard Precautions will be applied. Gloves, gowns, masks, large red bags will be readily available in the Medical Office. May have to apply additional precautions depending on the disease.
5. Resident transport may be limited depending on the disease.
6. Education of staff, resident and families should be performed. The Medical Director, the Infection Control Nurse, the Director of Nursing and the Director of Social Services will meet to plan the education session(s).
7. Cleaning, disinfecting and sterilization of the environment will be done by following standard precautions or may be more specific depending on the disease.
8. Laboratory will assure the transport of specimens with the Public Health Department and the FBI. A chain of custody should accompany the specimen from the moment of collection.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

WATER AND LIQUID DAMAGE PREVENTION, RESPONSE AND RECOVERY PLAN

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Purpose

The purpose of the Hebrew Home at Riverdale and Water Damage and Recovery Plan is to minimize the possibility of water damage to the buildings and equipment that serve our residents, visitors, employees and volunteers. Providing and maintaining a safe and hazard-free environment is a critical component in ensuring uninterrupted high-quality care throughout our Nursing Home.

Scope

All levels of our Nursing Home hierarchy have a responsibility for the safety, health, and well-being of all patients, visitors, employees and volunteers. This responsibility can only be met if all personnel work together to promote safe working conditions, observe all safety policies and procedures, support the Hebrew Home Emergency Plan, and observe property and equipment safety requirements.

Responsibility

All Hebrew Home employees have an assigned responsibility within the Water and Liquid Damage Prevention, Planning and Recovery Plan. Those responsibilities are as follows

Administration

- Mandates a safe environment for the delivery of health care via the Emergency Preparedness Plan which includes the Water and Liquid Damage Prevention, Planning and Recovery Plan.
- Supports Risk Management and reviews any quarterly Quality Assurance and Improvement Committee reports relative to events and modifications to this plan.
- Encourages and motivates Nursing Home employees to institute necessary precautions for the prevention of water and liquid related accidents and incidents.
- Monitors and evaluates the effectiveness of any corrective actions and identifies safety-related opportunities to improve care and reduce risk of equipment damage.

Safety and Security Director

- Shall be responsible for the implementation and monitoring of the Water and Liquid Damage Prevention, Planning and Recovery Plan.
- Shall attend the QI Meetings and report as needed on all findings, recommendations, and actions relative to this plan.
- Shall work closely with the Engineering department and participate in water and liquid related hazard surveillance and risk assessment.
- Shall participate in the development of facility-wide water and liquid damage safety and risk assessment policies and procedures and enforce the same.
- Shall analyze information concerning accident, injury and risk issues relevant to this plan.
- Shall recommend appropriate corrective actions when indicated by adverse trends and data.
- Shall evaluate renovation and new construction for risk to new and existing equipment or to the building itself.

Engineering Director

- Shall review this plan at least once a year and after any incidents of water or liquid damage to property or equipment. Engineering shall ensure third party vendors working in the Nursing Home are familiar with the Water and Liquid Damage Prevention, Response and Recovery Plan.
- Shall conduct yearly Inservice training for all engineers on valve locations throughout the Hebrew Home.

Department heads

- Shall make employees aware and familiar with the Water and Liquid Damage Prevention, Response and Recovery Plan.
- Shall train personnel on department safety policies and documenting such training.
- Shall surveil and report forward high-risk areas within their departments.
- Shall ensure accidents are promptly reported and investigated.
- Shall ensure effective housekeeping practices are used.
- Shall review all occurrence reports involving their department as part of the quality assurance process in order to identify opportunities to improve care.
- Shall work with the Safety and Security Director to rectify any identified safety problems or issues.
- Shall immediately report to Security and Engineering any water stains on ceiling tiles, unusual odors or leaks.

Employees

- Shall attend orientation at time of employment and become familiar with the Emergency Preparedness Plan.
- Shall use PPE at all times and perform work in a safe manner.
- Shall observe the general and Department safety rules at all times.
- Shall promptly report all accidents and injuries to shift supervisor and fill out an accident report.
- Report unsafe acts or conditions to the Department Head or Safety and Security Director including wet or stained ceiling tiles or unusual odors.

Introduction to Water Damage

Water is known as a universal solvent capable of dissolving hard surfaces such as granite and steel. Water is essential for all life forms to exist but it has the ability to act as a catalyst for mold and bacteria. When exposed to wood and electrical components, water can cause cracking, swelling and short circuits.

Water can travel vertically or horizontally and its escape route may affect hard to see areas. Identifying and evaluating these areas may require specialized techniques such as thermal imaging and digital ultrasound. Water that has entered a building from an outside source can carry various contaminants that pose serious health threats and such as heart disease, hepatitis and any number of infections.

Primary and Secondary Water Damage

- Primary water damage refers to the initial, visible results of water damage to property and items including swelling, shrinkage and color transfer. This type of water damage is usually irreversible and becomes worse the longer the water is in contact with the items in question.
- Secondary water damage occurs when the moisture that changes to gas travels throughout a building and condenses on porous materials. Secondary Damage can be prevented or minimized if prompt action is taken to identify and clean up the affected areas.

The Three Colors of Water Damage

- Clean or clear- This is the result of an internal leak from a pipe burst.
- Gray - An internal leak containing some contaminants, typically resulting from a washing machine overflow or broken toilet bowl. There are no solids or backflow when the water is gray in color.
- Black- Seawater, river water or sewage traveling over or through soil. Typically, this type of water is heavy with viral and bacterial organisms and must be kept away from exposed skin and orifices at all times.

For all types of water damage, cleaning, sanitation and drying must be completed as soon as possible. Drying is completed when the moisture content of the affected areas matches the moisture content of the area before it was affected. If this measurement is not available, compare the affected area to a non-affected area to determine if it is dry.

Prevention Plan

Prevention is the ultimate goal to reducing and eliminating water damage losses and claims for the Hebrew Home at Riverdale. At least once a year the Engineering department will conduct a regimented risk assessment and utilize the Zurich Hospital Assessment and High Valued Equipment checklists to determine exposures and establish prudent course of action. Upon completion of the checklists one the following actions shall be considered and taken:

- Inform the Safety and Security Director that the assessment is complete and present findings and recommendations at the next safety committee meeting.
- Areas, piping, or equipment that may be aging or prone to leaking will be identified and placed on a preventative maintenance schedule. This will entail periodic visual inspections, physical maintenance, or both.
- Conduct a thorough inspection of all exterior beams and pipes when air temperatures begin to fall into the low 40's. This inspection will include draining all hose beams and cooling towers to prevent freezing and rupture due to seasonal temperature fluctuations. All ceilings will be checked for insulation gaps and an approved vendor will be contacted if a deficiency is observed.
- If feasible, the exposed item/machine or the potential source of water damage shall be relocated or safeguarded to avoid potential damage.
- Improvements such as floor coatings may be provided for a specific area to correct chronic water infiltration issues. Protection may be provided to mitigate or prevent potential damage while corrections are being made overhead (e.g. plastic sheets, etc.).

Lockout/Tagout

- Engineering Staff servicing and maintaining machines and equipment in areas corrupted by water may be exposed to serious physical harm or death if hazardous energy is not properly controlled. On an annual basis, these employees must be trained on the Lockout/Tagout program so as to minimize hazardous energy related accidents. No other staff members are permitted to access these areas without engineering's expressed knowledge and consent.

Penetration Seal Permit

- This will ensure that employees and contractors have a permit before conducting vertical and horizontal penetration inspections. A permit is also required to seal the penetrations and an additional inspection is needed to ensure the job was completed correctly. Areas required to have a fire rating shall use penetration seal material that is UL listed and has the "W" rating.

HHAR Assessment and High Value Equipment Checklist

- The purpose of this checklist is to ensure that high value equipment is monitored and checked in a meaningful manner on a regular basis. Doing so will minimize the likelihood of accidents and damage to critical components of the Plants Operation System.

		Yes	No	
	Is there a written plan detailing what to do in the event of a leak and liquid damage?			
	Is the plan reviewed for changes on a yearly basis and after water related damage to property and equipment?			Through the QI Committee
	Has the "Assessment and High Value Equipment Checklist" been completed for all areas containing critical diagnostic and treatment equipment, main telephone rooms, computer centers etc.?			
	Is the "Assessment and High Value Equipment Checklist" reviewed during the planning or design stage for new construction, renovation or relocation projects?			
	Is someone from			

	Engineering immediately available at all times (24 hours, 7 days) with authorization to call and bring in a professional cleanup and restoration companies?			
	Are the names and phone numbers for professional cleanup and restoration companies readily available?			
	Is a trained engineer available on all shifts to immediately respond to any leak?			
	Does this engineer know the location of all valves?			
	Does this engineer have immediate access to a spill response supplies and emergency pipe repair supplies?			
	Are pipe diagrams or prints up-to-date and showing the location of valves for all liquid-carrying systems?			

	Isometric drawings are very beneficial. (Notes 1 and 3)			
	Are valves placarded or tagged for easy identification?			
	Are shutoff valves "exercised" (closed, reopened and lubricated as needed) at least annually to verify they can be quickly closed during an emergency?			
	Are small leaks promptly repaired? A small leak may be a sign of hidden corrosion or other problem with potential for growing into a catastrophic leak.			
	Is the cause of any leak analyzed to determine if it was an isolated occurrence or a symptom of a system-wide problem?			
	Are housekeeping personnel instructed to immediately notify maintenance when any type of			

	dripping, leakage or clogged drain is found?			
	Is there a lockout/tagout procedure in place when valves are shut on liquid-carrying systems under repair or modification?			
	Is there close monitoring of third-party work that may affect piping systems (sprinklers, water, etc.)?			
	Are there any liquid storage tanks or vessels (hot water, condensate, boilers, fuel oil, etc.) inside the building, mechanical penthouse or on the roof?			
	If so, is there a dike around the tank or vessel and/or drains to contain or effectively carry away leaking fluids? Dikes are required around fuel tanks.			
	Are there any floor openings or cracks through which a leaking fluid may pass			

	through and damage areas below? (Note 2)			
	For basement areas, are there any water mains, sprinkler mains or liquid utility piping entering through the walls or floor?			
	Is there any evidence of leakage or seepage through the wall or floor openings? If so, indicate repair schedule.			
	Is an underground plan of these mains immediately available showing the location of shutoff valves? (in case an underground leak occurs and water flows through the wall or floor opening) (Note 3)			
	If any part of the property is exposed to potential flood, is there a formal flood emergency plan or similar flood preparation plan?			
	Are roofs inspected annually and after severe storms to check			

	for damage or deterioration such as cracking, splitting, blistering, separation, holes or other potential sources of leakage?			
	Are there any roof leaks or evidence of ponding on the roof? If so, indicate reasons and the repair schedule.			
	Are roof-mounted cooling towers inspected regularly, and are cooling tower basins "watertight"? (Note 2)			
	Are there any areas directly adjacent to the building where rainwater can accumulate during heavy rains? Large landscaping planters built next to grade wall and windows are an example where water can pond and find its way into the building.			

Notes:

1. Liquid-carrying systems may include: sprinkler systems, hot and cold-water piping, chilled water lines for cooling, hot water lines for heating, condensate piping, sewer lines, drain lines, fuel oil piping, etc.

2. Floor openings often occur around penetrations made for pipe and conduit. Seal the open space around the pipe or conduit to prevent passage of liquid. Often, these are penetrations in concrete floors that are required to be fire stopped anyway. Use a fire stop that produces a tight liquid seal as well. A fire stop is a UL-listed fire-resistive material used to fill holes in fire-rated floors and walls. Some types resemble caulk.
3. Accurate drawings of the underground water mains are important in a large complex with private mains. A leak may occur in an underground pipe near a building. There may be a control valve in the basement or just outside the building. Closing this valve may not stop the leak if the break is upstream of the valve and the water is flowing along the outside of the pipe then into the building. A plan showing the location of all valves in the system will be needed to quickly locate another valve to shut and stop the leak.

Spill Response plan

The Hebrew Home at Riverdale and has incorporated a Spill Response Plan in this Water Damage Prevention and Recovery Plan. Components of the response include the following:

- Spill Response Supply Room
- Initial response actions
- First 24-hours activities

Spill response supplies

Engineering will be required to maintain spill response supplies in maintenance rooms throughout the facility. Supplies may include but not be limited to the following:

1. Absorbent rolls of cloth
2. Absorbent granules (i.e. kitty litter or oil dry)
3. Nitrile and Latex Gloves
4. Common plumbing tools
5. Goggles and/or safety glasses
6. Epoxy putty
7. Disposable bags
8. Hand towels
9. Rubber couplings, sleeves, wrap, etc.
10. Assorted pipe clamps

Mitigating damage when leakage occurs

While all efforts will be made to prevent leaks and water related damage, accidents and natural disasters occur when we least expect them. It is critical that the engineer on duty respond to the areas in question and mitigate damage as quickly as possible using the following pointers and steps:

1. Turn off power immediately! Do not energize wet equipment.
2. Determine source and location of water flow, isolate if possible and shut off.
3. Call Engineering management who will determine if plumbers or electricians are needed. Refer to vendors contact list for more information.
4. Cover up equipment affected equipment and areas.
5. Call Housekeeping and begin removing the liquid.
6. Remove all wet items as well as anything that holds moisture.
7. Begin cleanup and drying procedure immediately.
8. Apply proper preservatives to equipment (note – material should not promote corrosion, conduct electricity or create a fire hazard).

First 24-hour checklist

The first 24 hours after a water or liquid are critical in determining the extent and cost of the damage incurred to property and equipment. Use the checklist below to guide your actions

If Damage is in a building:

1. Remove wet items such as carpeting, padding and ceiling tile, and anything that holds moisture to an exterior location.
2. Use all available and rentable vacuum equipment to eliminate water on floors as soon as possible. Enlist the assistance of the Housekeeping department to accomplish this.
3. Set up any available dehumidifiers (if outside temperature is greater than 60°F).
4. Open any doors and windows to help reduce humidity (if weather permits).
5. Use fans to help circulate the air and assist drying.
6. Open drawers and closet doors to enhance drying.
7. Blot hard surface furniture dry. Place non-staining blocks or aluminum foil under furniture legs.

8. Lift draperies off carpet and suspend away from other objects.
9. Move photos, paintings and art objects to a safe, dry location.
10. Leave the heat on if damage occurs during a cool season. Utilize air conditioning if it occurs during warm season.

For Damage to Equipment

1. Turn off power immediately and do not energize wet equipment.
2. Do not reenergize equipment until authorized by qualified restoration personnel or manufacture's technical representative.
3. Open cabinet doors/side panels/covers/chassis drawers and drain all water.
4. Remove equipment to cool, dry area after wiping down and eliminate as much moisture and contaminants as possible.
5. Set up fans to move ambient air through equipment.
6. Blow water out with clean compressed air, hair dryers or a Power Cat
7. Spray water displacement solvent on electronic components (such as contact cleaners, LPS 1 or alcohol/Freon mixture).
8. Wipe down and dry metal surfaces as soon as possible – use protective surface treatments to slow corrosion (CRS, LPS 1).
9. Follow up with professional restoration services.

For damage to X-Rays or other film

1. Relocate to a dry environment.
2. Separate and dry off.
3. Call professional restorers as these steps are being done.

Recovery and interim operations

Immediate and proper action is vital to preventing further damage and assuring a faster return to normal services. Depending on the size of the incident, you may need to erect Infection Control barriers around the affected areas to control dust, mold spores, and other air borne debris. Once this occurs, the process will then be treated as a disaster area in need of renovation and it will require Infection Control Risk Assessment. The following actions will be taken:

- A. The Administration department, in conjunction with Engineering and Security, will announce a Code 33 Disaster.
- B. The area in question will be evacuated of all non-essential personnel.
- C. Interim life safety precautions will be implemented as needed.

- D. Engineering and approved vendors will make needed repairs and restore affected areas.
- E. Equipment vendors/suppliers will be used to evaluate condition of exposed equipment, make repairs as needed or recommend prudent course of action to restore service for the respective equipment.
- F. If necessary, mobile equipment will be secured to limit business interruption.

Post-incident handling checklists

Immediately following, as well as once the incident is mitigated, there are key actions that need to be taken in terms of notification, documentation, and establishing needs to move towards the recovery stages. The following checklists provide a basic level of guidance:

Facility Manager's Loss Handling Checklist

B. Risk Managers Loss Handling Checklist

☐	Notify at the time of loss:
☐	Fire department
☐	Emergency organization
☐	Risk manager
☐	Supervisor of affected department
☐	Contractors, as needed, for repairs and restoration of protection (temporary and permanent)
☐	Report available loss information:
☐	Type of loss (what happened?)
☐	Date/time of loss
☐	Location (address, building, story)
☐	Occupancy (type of operations)
☐	Extent of damage
☐	Extent of downtime
☐	Protection used (sprinklers, hose, fire department)
☐	Extent of protection restored
☐	Temporary protection provided
☐	Steps taken to limit further property damage:
☐	Emergency organization functioning properly

	Steps taken to limit further property damage:
☐	Sprinkler protection restored as much as possible
☐	Impairment system permit used for closed sprinkler control valves
☐	Salvage of equipment and stock underway
☐	Temporary building enclosures provided
☐	Disconnect and repair damaged utilities as needed

	Restore production as needed:
☐	Expedite repairs to critical equipment
☐	Use alternative production/storage facilities
☐	Consider rental equipment
☐	Make up production by overtime and/or other facilities

	Start preparing accounting data for risk management to present claim:
☐	Time sheets covering labor for: cleanup, building repairs, equipment repairs, work on stock and supplies
☐	Assemble invoices of outside contractors and subcontractors
☐	Determine inventory of damaged/destroyed stock and supplies

Risk manager's loss handling checklist

	Notify at the time of loss:
☐	Insurance company representative
☐	Your company's senior management
☐	Department managers affected directly by loss
☐	Accounting department
☐	Facility manager
☐	Insurance company account representative

	Report available loss information:
☐	Type of loss (what happened?)
☐	Date/time
☐	Location (address, building, story)
☐	Occupancy (process, storage, offices, etc.)
☐	Extent of damage
☐	Extent of downtime
☐	Protection used (sprinklers, hose, fire department)

	Report available loss information:
	Extent of protection restored
	Temporary protection provided

	Check with facility manager on steps taken to prevent additional damage:
	Sprinkler and other protection restored?
	Prevent damage from weather?
	Salvage underway?
	Steps taken to expedite return to production?
	Claim accounting controls started to expedite return to production?

	Review insurance policies:
	Perils insured against
	Type of coverage
	Business interruption
	Floater
	Payroll
	Are all loss payables still in effect? Otherwise, obtain a release for each interest for the adjuster.

Post-incident analysis

Without learning from experience and correcting similar issues throughout the facility, similar events are destined to repeat themselves. As such, a Post Incident Analysis shall be conducted to determine the following:

- Origin of the leak
- Cause of the leak
- Is a similar event possible or probable in this area or other areas of the facility?
- What interim or permanent precautions could be taken to remove the possibility of a similar event?
- Were the actions taken during the response phase effective?

Within 30 days of the incident, Engineering, Safety and Security and Risk Management shall meet and report back their findings of the incident and provide key insights, as noted above. The respective departments will complete any corrective action taken as it pertains to their normal course of responsibilities.

Quality assurance

The Water and Liquid Damage Prevention, Response and Recovery Plan is intended to be a living document, evolving with the changes that the Hebrew Home at Riverdale experiences over the course of time. Just as locations of departments change, equipment is relocated and major renovations take place, exposures and opportunities for water damage change as well. Please follow the five steps listed below in order to ensure that The Water and Liquid Damage Prevention, Response and Recovery Plan remains useful and up-to-date:

- A. The Water and Liquid Damage Prevention, Response and Recovery Plan will be monitored and evaluated through the QI Committee.
- B. The Water and Liquid Damage Prevention, Response and Recovery Plan and each respective checklist will be evaluated on an annual basis to determine applicability and denote changes in exposure risks.
- C. The Vendors/Contractors emergency contact list will be reviewed at least annually.
- D. The Spill Response Supplies in mechanical rooms throughout the facility are visually inspected for equipment and completeness.
- E. Response training for all Engineering Staff will be conducted on an annual basis.

Vendor Contact List

Royalty Plumbing

- Office- 718 601 6200
- Albert- 914 309 6413

Solar Electric

- Office- 914 490 6352
- Feliz- 914 447 2927

Mac Painting

- Michael Carpenito (cell) 914 490 3055

Wagner G Construction Corp.

- Wagner Godinho- (cell) 1914 879 6727

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

ACTIVE SHOOTER

POLICY: In order to preserve life and empower staff members to take smart and decisive actions, The Hebrew Home at Riverdale has established guidelines for response to an active shooter event. An Active Shooter is defined as an individual who is actively engaged in killing or attempting to kill people in a confined and populated area. Active shooter incidents are fluid, fast moving and challenging to

contain once they have started. For this reason, it is imperative that all Hebrew Home Staff members receive initial training on active shooter incidents and review policy materials at least once a year. It is strongly encouraged that all HHAR staff members carry their cellphones as they are a vital tool in quickly contacting law enforcement response in an active shooter emergency. Cell phones must be left on vibrate or silent at all times.

PURPOSE: To provide Active Shooter procedures that can be easily understood and utilized to enhance the safety of everyone at The Hebrew Home at Riverdale.

RESPONSIBILITY/THE 4 OUTS:

All employees must familiarize themselves with their reporting responsibilities and quickly call in all active shooter events to 911 and to the Hebrew Home emergency extension 1303. Employees will utilize a 4 outs protocol: (Get out- Hide Out- Keep Out- Take Out) that will provide critical guidance to navigate all active shooter events. Each individual is responsible to make the best and safest choice for himself and getting out, or leaving the property, may be the best option. Anyone who chooses to do this during an active shooter event must call 911 and report the incident as soon as it is safe to do so.

For those who choose to Hide Out, any location with an obstructed view and away from the active shooter may prove to be safe.

Employees who choose to Hide Out should also employ a Keep Out strategy to further enhance safety. Locking and barricading doors, shutting off lights and minimizing sounds and movement will greatly enhance safe outcomes. Resident rooms are highly recommended as Keep Out Locations since they can accommodate many people and can be barricaded with beds.

Lastly, a Take Out strategy should only be utilized if all other options are not available and the active shooter is in your immediate vicinity. Utilize any objects on your person or in your space to use as a weapon or distraction. A Fire extinguisher can be effective to use on an active shooter.

INTRODUCTION

Most active shooters have one goal in mind, and that is to kill as many people as possible in the quickest amount of time. The profile of the typical active shooter is a male who works alone and has never been arrested for a violent crime. This profile does little to help us identify potentially violent perpetrators but there are behavior warning signs that can provide us with critical clues. These behaviors can include:

- Grievances that become personal and are accompanied by veiled or specific violent threats.

- Sudden fascination with weapons, mass shooting events and tragic events.
- Purchase of explosives and weapons and contextually inappropriate reference to said purchases.
- Suicidal ideation or unexplained changes in personality.
- Alcohol or drug use that is evident.
- Emotional and uncontrolled responses to innocuous events.

Our vigilance remains the best defense for recognizing and curtailing the actions of individuals exhibiting erratic and potentially dangerous behaviors. Good reporting practices and de-escalation techniques are most effective while the person is still receptive to our message as this may be our last best chance to re-direct someone who is on the verge of losing control. Please keep in mind that we are all first responders when it comes to active shooter events, and we have the dual responsibility of doing what is best for residents as well as ourselves. Contact security at emergency extension 1303 any time of day or night if you have any concerns about anyone that has demonstrated or expressed anything out of the ordinary.

Procedure/Responsibility

Actions

Post 1 Security Officers

1. If an active shooter attempts to enter the property do not impede access. Instead, enter the guard booth when it is safe to do so and lock the door behind you (aka Hide Out and Keep Out). Inform all security officers over the radio that there is an active shooter on property and that we must shelter in place until it is safe to move around. Call 911 and provide a description of the suspect, location of where he or she is and where he or she may be heading. Again, when it is safe to do so, exit the booth and close the exit gate, allowing vehicles to leave the property if they choose to do so. Only law enforcement

personnel are allowed to enter the property during an active shooter incident. If it is not safe to exit the booth, remain in place and remain low below the windows.

Switchboard Operator

2. Moves the switchboard console and emergency telephone to the floor and makes an overhead announcement that there is an active shooter in progress. Announces that everyone must go inside a room, protect residents, and close the door and barricade the door behind them. Announces that this is not a drill and repeats the same message 3 times. Remains on the floor until further notice or evacuates to another location if the area becomes compromised.

Administration

3. Remains inside the Administrative offices and maintains contact with the Security Director. Heads to the Command center when and if it is safe to do so.

4. Meets with the Chief Communications Officer and comes up with an appropriate protocol and verbiage to be used by the switchboard operator should anyone call and inquire about the active shooter event. Protocol should include where and how to direct media inquiries and family concerns.

5. Communicates protocol with the Director of Security.

Security Director

6. Maintains contact with the NYPD and meets responding officers at the front gate when safe to do so. If allowed to do so, directs and accompanies law enforcement officers to the Command Center or helps establish near the entrance to the facility. Provides a map of The Hebrew Home at Riverdale.

Utilizes "One Call Now" to send out an active Shooter notice to all department heads. Notifies the University of Mount Saint Vincent and SAR Academy of the Active Shooter Event.

7. Meets with the Switchboard Operator and provides a written directive on how and where to direct inquiries regarding the active shooter.

Department Heads

8. If it is safe to do so, go to the command center but do not bring any belongings. If you are off site, remain where you are and do not attempt to enter the Hebrew Home. If you are in an office that locks, consider bringing others into that area in the area, locking the door behind you and remaining low to the ground.

9. Assign someone to call staff members at home to tell them not to come in to work until further notice.

Command Post

10. Provides all pertinent information to law enforcement officials and explicitly follows their instructions. Ensures all concerns and goals are appropriately shared so that law enforcement can formulate a plan of action that is inclusive of our needs.

Staff members in

Non-residential areas

11. If you decide to exit the Hebrew Home, do so without your belongings. Carrying bags can hamper your progress and mistakenly identify you as someone who is a potential danger to responding law enforcement officers. If you come across law enforcement officials please keep your hands in

plain sight, do not yell or make sudden movements and follow all instructions.

12. If you are in your car, lock the door and remain as low as possible or drive away and exit the property if you feel it is safe to do so.

13. If you are inside a room, consider bringing in others, lock the door behind you or place furniture and obstacles in front of the door. Remain low to the ground and away from windows. Make sure your phone is on silent.

14. If you are with residents in a large room such as the Great Room or Art Studio close all doors and advise everyone to remain seated. Use chairs, tables and any other obstructions to barricade doors as best as possible.

Staff members on

Neighborhoods

15. Consider evacuating to a safer area if you feel it is your best option. This may include moving residents from an open area like a dining room to a closed area like a resident room. Wherever possible, place multiple residents and staff members together in rooms and close the door. Barricade the door by placing obstacles such as chairs or beds in the way. Active shooters will likely bypass rooms where time and effort are required to access them. Locker rooms, restrooms, multidisciplinary rooms, conference rooms and offices also offer good protection because they can be locked from the inside, lack windows and can usually house multiple people. Do not worry about searching for a key to lock a room. The important thing is to get inside and out of view as quickly as possible.

If You Are in Imminent Danger- Take Out

All Staff members

16. If an active shooter is in front of you and you cannot Get Out, Hide Out, or Keep Out , do everything possible to incapacitate, disrupt and Take Out the shooter. This includes throwing items, improvising weapons from your surroundings and yelling or aggressively charging at the shooter. Please note these actions should only take place as a last resort and not in lieu of safely leaving the area or locking yourself in a room. Engaging an active shooter is a dangerous course of action that should only be undertaken when no other options remain.

When Law Enforcement arrives on scene

Security Director

13. Meets law enforcement at Post 1 and provides brief summary of events, description of perpetrator and map of facility. Provides escort to the command center for additional pertinent information.

Staff Members

14. Do not yell at or approach law enforcement officers as their primary goal is to locate the active shooter and neutralize him. Keep your hands up at all times, remain quiet unless spoken to and follow all instructions.

Switchboard Operator

15. Once law enforcement has declared the scene safe to move about, the operator will be directed to

make an overhead announcement that the active shooter situation is over.

Post Incident Recovery

Summary

The minutes, hours and days after an active shooter incident will be filled with questions, anxiety and noise that we are not accustomed to dealing with. The site of the active shooter incident will be a crime scene until law enforcement has completed its investigation, and it will serve as a reminder of what occurred and what we lost. Once business is allowed to resume, fear and anxiety must be replaced by the everyday services we must provide to our residents. For some of us, it may be difficult to transition back so quickly, and it will be important for all of us to rely on each other and get ourselves back to being the strong, vibrant organization we have always been. The Social Services, Medical and Religious Affairs Departments will identify mental health professionals who will provide psychological first aid services for all staff members. These mental health professionals will also offer emotional and spiritual support as needed and requested.

Administrators and Department Heads will be holding regular meetings with staff members to ensure all concerns are heard and acted upon in a timely and effective manner. The Security Department will engage local law enforcement officials to make extra rounds of the facility and provide an added layer of protection to our campus. Lastly, once the crime scene is released by law enforcement, the area will be cleaned and sanitized either by in house staff or an appropriate bio-hazard remediation company.

New York State Department of Health (NYSDOH) Non-emergency eFINDS Request Process

- a. Dates of operation
 - b. Preferred Name for operation
 - c. Short description of event requiring operation creation
 - d. Facility POC
2. OHEP or ITS staff creates operation, notify the facility POC and copy the appropriate NYSDOH RO Representative.

Non-training wristbands (if change in certified bed count; replacement of wristbands used in real emergency, etc.)

1. Facility sends an e-mail to efinds@health.ny.gov and copy the appropriate NYSDOH RO Representative (see below for contacts) with the following information:
 - a. Quantity (##)
 - b. Name of facility for which they need wristbands (if not requestor)
 - c. Facility ID (PFI for hospitals and nursing homes; Facility Opcert # for ACFs.)
 - d. Shipping POC info
2. OHEP/Office of Primary Care and Health Systems Management (OPCHSM) verifies/validates request.
3. If approved, OHEP/OPCHSM sends e-mail to eFINDS and copies RO staff.
4. ITS staff creates wristbands, sends wristbands to facility and copies RO staff and eFINDS BML on e-mail confirming shipment.

Facility Closure

1. In the event that a Facility is closed, the Facility should contact the appropriate NYSDOH RO Program to notify them of a pending facility closure.
2. eFINDS equipment should be retained on site until the final day that the facility will be occupied by any patients, residents or staff. At that point the facility should mail the eFINDS scanner to the following address:

Debra Sottolano
Work Station 179
875 Central Avenue
Albany, NY 12206

The name of the Facility should be clearly indicated on the return address of the package.

* The NYSDOH wristband supply does not allow for creation of additional training wristbands, but can provide additional barcode numbers for use in training and exercises.

New York State Department of Health (NYSDOH)
Non-emergency eFINDS Request Process

NYSDOH Regional Office Points of Contact:

Region	Name	E-mail Address
Metropolitan Area (MARO)	Drew Fried	drew.fried@health.ny.gov
	Fayola Creft	fayola.creft@health.ny.gov
	Gyongyi McQueston	mailto:gyongyi.mcqueston@health.ny.gov
Capital District (CDRO)	Carol Killian	carol.killian@health.ny.gov
Central NY (CNYRO)	Judy Homer	judy.homer@health.ny.gov
	Megan Kash	megan.kash@health.ny.gov
Western Region (WNYRO)	Patrick Byrne	patrick.byrne@health.ny.gov
	Diana Volkman	diana.volkman@health.ny.gov
	Shaun Sharp	shaun.sharp@health.ny.gov
	Joe Indelicato	joseph.indelicato@health.ny.gov



eFINDS Evacuation of Facilities In Disaster Systems 3.0

Getting Started

The eFINDS Data Reporter OR eFINDS Reporting Administrator roles have access to the application. From the **My Content** on the purple menu bar of the Health Commerce System (HCS), verify that you are in one of the eFINDS roles by clicking on [See what roles I hold]. Click Update or verify my contact information to access your business and emergency contact information and update, if necessary. If you are not in an eFINDS role, please contact your facility Coordinator.

Open eFINDS

1. Log on to the HCS (<https://commerce.health.state.ny.us>) If you cannot remember your user id or password, please call Commerce Accounts Management Unit (CAMU) at 1-866-529-1890
 2. Click **e-FINDS** from **My Applications** in left side panel
 3. Select **Evacuate** when facility has a real evacuation OR **Practice Only** when in training or just practicing
 4. Select your facility > Click **See Location**
- Always **VERIFY** your location, if affiliated with more than one  **Contact Us**
- Your name (last, first, middle) Organization Agency: HROSCCH, OMSIS, CPMCO, OGIS, OMA or OIDA Your agency facility/practice name (Please) Facility ID# role

Quick Search

1. Click Quick Search from eFINDS menu bar
2. Enter search criteria in the Quick Search box, e.g., partial first, last name, barcode or contents of Note field
3. Click **Search**
4. Verify: Found # person for the keyword(s); 'search criteria' Please select one to view details.
5. Locate the record to be viewed or updated
6. Click the Barcode link
7. View record or Add/change the necessary info- mation
8. Click appropriate action button.

Person Statuses

- Registered
- Evacuated
- Received
- Repatriation Initiated
- Repatriated
- Will Not Repatriate
- STP (Shelter in Place)

eFINDS Actions/Buttons

- Register
- Evacuate
- Cancel Evacuation
- Receive
- Cancel Receive
- Repatriate
- Cancel Repatriate
- Initiate Repatriation
- Cancel Initiate Repatriation
- Will Not Repatriate
- Cancel Will Not Repatriate
- STP (Shelter in Place)
- Cancel STP
- Save Edits

Sending Facility: Register People with Barcode

1. Click **Register People** > **Scan or Type Barcode**
 2. Confirm: **Starting Facility**
 3. Enter *First Name, *Last Name, *DOB (mm/dd/yyyy) & Select Gender
 4. Select or Verify Evacuation Operation (reason for evacuation)
 5. Verify person's current location is correct
 6. Select the Intended Destination from dropdown list, i.e. Org. Type & Facility Name
 7. Enter Evacuation Group Description; such as bus #, transportation description or facility unit
 8. Click the **Register or Evacuate**
 9. Confirm message: Register or Evacuate is completed.
- Required fields are marked with * Check the Confirm Submission Without Required Fields box, if necessary then click **Register or Evacuate**

Receiving Facility: Receive Person with Barcode

1. Click **Manage People** > **Person Lookup**
2. Scan or Type Barcode > Click **Search**
3. Change Current Location Org. Type & Current Location (your facility)
4. Click **Receive**
5. Confirm message: Receive is completed & **Status: Received**

Sending Facility: View Status and Location of All People

1. Click **Manage People** > **List People**
2. Select facility, if necessary
3. Click **List**

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

HAZARD VULNERABILITY ANALYSIS



INSTRUCTIONS FOR COMPLETING THE HAZARD VULNERABILITY ANALYSIS (HVA)

This HVA tool is a living document. Facilities using the tool shall complete it as it pertains to their facility / building.

1) Following this tab listing **Instructions** for the completion of the HVA, is a tab listed as **Input**.

- List the year when this HVA is being completed in Cell B11. The template will indicate: "YEAR" in B11
- List the facility name and address next to "Report For" in Cell B14. The template will indicate: "SITE & ADDRESS" in B14
- Information entered into the **Input** tab will be directly populated into the HVA under the **HVA** tab.

2) The **HVA** tab contains various "Alert Type". Review them and assign each with Probability Rating between 0 -3. Review the information in the section below titled: Considerations for Completing the HVA. Other factors are to consider each event incident occurring at the worst possible time (i.e. during peak patient loads, etc.).

- Do not enter a value for each "Alert Type" under the columns titled: "Alerts" and "Activations". These are self populated cells.
- Review the considerations in the table below and assign each "Alert Type" in the HVA with a rating for **HUMAN**, **PROPERTY** and **BUSINESS IMPACTS**
- Review the considerations in the table below and assign each "Alert Type" in the HVA with a rating for **PREPAREDNESS**, **INTERNAL** and **EXTERNAL RESPONSES**
- Once the values are entered a percentage value will be automatically assigned under the "Risk" column.

3) Once the "Risk" percentages are established, the facility must then identify its top 3 - 5 risks. An Emergency Operations Plan focusing on: Mitigation, Preparedness, Response, and Recovery should be developed to focus on these vulnerabilities.

4) As noted, this HVA tool is a living document. As they occur throughout the calendar year incidents that align with the "Alert Type" on the HVA should be cataloged on the sheet under the tab titled: "Incident Log". A number of the cells in each column provide the user options to choose a response, which are then tabulated on the HVA based on the incident. If the Incident is deemed as "Alerts" or "Activations" their tally will be captured and the HVA "Risk" percentage for that "Alert Type" will be recalculated.

5) The "Summary" captures and tabulates the events entered on the Incident Log tab, which aids in the development of the Annual Review write-up of the Emergency Management Plan.

CONSIDERATIONS FOR COMPLETING THE HVA

PROBABILITY: Issues to consider include, but are not limited to:

- Known Risk
- Historical Data (10 Year Time Frame)

HUMAN IMPACT: Issues to consider include, but are not limited to:

- Acuity and volume of injury/death to staff, patients, & visitors

PROPERTY IMPACT: Issues to consider include, but are not limited to:

- Cost to replace
- Cost to set up temporary replacement
- Cost to repair
- Time to recover
- Cost to repair/replace based on past incidents

BUSINESS IMPACT: Issues to consider include, but are not limited to:

- Business interruption
- Employees unable to report to work
- Members unable to reach facility
- Company in violation of contractual agreements
- Imposition of fines and penalties or legal costs
- Interruption of critical supplies
- Interruption of product distribution
- Reputation and public image
- Financial impact/burden
- Loss of business
- Revenue lost during past incidents

PREPAREDNESS: Issues to consider include, but are not limited to:

- Status of current plans
- Frequency of drills
- Training and implementation status
- Insurance
- Availability of alternate sources for critical supplies/services

INTERNAL RESPONSE: Issues to consider include, but are not limited to:

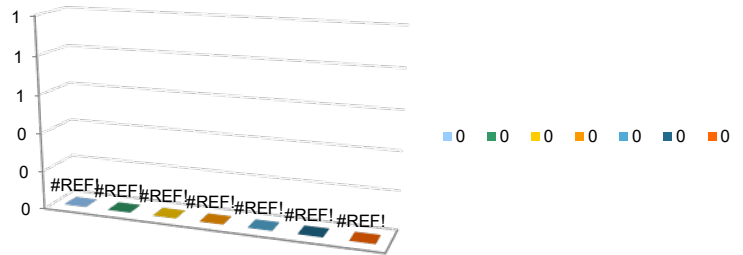
- Types of supplies on hand/will they meet need?
- Volume of supplies on hand/will they meet need?
- Staff availability
- Coordination with Memorandums of Understanding
- Availability of back-up systems
- Internal resources ability to withstand disasters/survivability

EXTERNAL RESPONSE: Issues to consider include, but are not limited to:

- Types of agreements with community agencies/drills
- Coordination with local and state agencies
- Coordination with proximal health care facilities
- Coordination with treatment specific facilities
- Community resources
- Time to marshal an on-scene response
- Scope of response capability
- Historical evaluation of response success
- Local emergency response availability

Alert Type	PROBABILITY	ALERTS	ACTIVATIONS	SEVERITY = (MAGNITUDE - MITIGATION)						RISK
				HUMAN IMPACT	PROPERTY IMPACT	BUSINESS IMPACT	PREPAREDNESS	INTERNAL RESPONSE	EXTERNAL RESPONSE	
	Likelihood this will occur			Possibility of death or injury	Physical losses and damages	Interruption of services	Preplanning	Time, effectiveness, resources	Community/Mutual Aid staff and supplies	* Relative threat
SCORE	0 = N/A 1 = Low 2 = Moderate 3 = High	Number of Alerts	Number of Activations	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = Low 2 = Moderate 3 = High	0 = N/A 1 = High 2 = Moderate 3 = Low	0 = N/A 1 = High 2 = Moderate 3 = Low	0 = N/A 1 = High 2 = Moderate 3 = Low	0 - 100%
Active Shooter	1	0	0	2	1	3	2	2	2	13%
Act of Terrorism	1	0	0	2	2	3	2	2	2	14%
Air Quality Issue	1	4	0	1	0	1	1	2	2	22%
Bomb Threat	1	0	0	2	2	3	3	2	2	16%
Building Move	1	0	0	1	0	1	1	1	1	6%
Chemical Exposure, External	1	0	0	1	1	2	2	2	2	11%
Chemical Exposure, Internal	1	0	0	2	1	2	2	2	2	12%
Chemical Spill	1	0	0	1	1	1	2	2	2	10%
Child Abduction	0	0	0	0	0	0	0	0	0	0%
Civil Unrest / Protesting	1	0	0	1	1	2	2	2	1	10%
Communication / Telephony Failure	1	0	0	0	1	2	1	1	1	7%
Dam Failure	0	0	0	0	0	0	0	0	0	0%
Drought	1	0	0	1	0	1	2	2	2	9%
Earthquake	1	0	0	1	2	2	3	2	2	13%
Epidemic	2	0	0	2	0	2	1	2	2	20%
Evacuation	1	0	0	1	0	3	2	3	3	13%
Explosion	1	0	0	1	2	3	2	2	1	12%
Fire, External	1	0	0	1	1	1	1	2	1	8%
Fire, Internal	1	0	0	1	2	2	1	1	1	9%
Flood, External	1	0	0	1	1	1	1	2	1	8%
Flood, Internal	1	0	0	1	2	1	1	2	1	9%
Forensic Admission	0	0	0	0	0	1	0	0	0	0%
Gas / Emissions Leak	1	0	0	1	1	1	1	2	1	8%
Generator Failure	1	0	0	1	1	1	1	1	1	7%
Hostage Situation	1	0	0	2	1	3	3	3	1	14%
Hurricane	1	0	0	1	1	2	2	2	2	11%
HVAC Failure	1	0	0	1	1	2	1	2	1	9%
Inclement Weather	3	4	4	1	1	1	1	1	1	28%
Infectious Disease Outbreak	2	0	0	2	0	1	1	2	1	16%
IT System Outage	1	0	0	1	1	1	1	1	2	8%
Landslide	0	0	0	0	0	0	0	0	0	0%
Mass Casualty Incident - Hazmat	1	0	0	2	1	2	2	2	2	12%
Mass Casualty Incident - Medical	1	0	0	2	1	2	2	2	2	12%
Mass Casualty Incident - Trauma	1	0	0	1	1	2	2	2	2	11%
Medical Gas Disruption	0	0	0	0	0	0	0	0	1	0%
Natural Gas Disruption	1	0	0	1	1	2	2	2	2	11%
Pandemic	2	0	0	3	0	3	2	2	2	27%
Patient Elopement	1	0	0	1	0	2	1	2	2	9%
Patient Surge	1	0	0	0	0	1	1	2	1	6%
Picketing	1	0	0	0	0	1	2	1	1	6%
Planned Power Outage	1	0	0	0	0	1	1	1	1	4%
Power Outage	1	0	0	1	1	1	2	2	2	10%
Radiation Exposure	1	0	0	1	1	3	2	2	2	12%
Seasonal Influenza	3	1	1	1	0	1	2	2	2	32%
Sewage Failure	1	0	0	1	1	2	2	2	2	11%
Shelter in Place	1	0	0	1	1	2	2	2	2	11%
Strikes / Labor Action / Work Stoppage	1	0	0	0	1	3	1	2	2	10%
Suicide	1	0	0	1	0	2	2	2	1	9%
Supply Chain Shortage / Failure	1	0	0	0	0	2	1	2	2	8%
Suspicious Package / Substance	1	0	0	1	1	1	2	2	2	10%
Temperature Extremes	3	5	5	1	1	1	2	2	2	43%
Tornado	1	0	0	1	2	1	2	2	2	11%
Transportation Failure	1	0	0	0	0	2	3	3	3	12%
Trauma	1	0	0	0	0	1	2	2	1	7%
Tsunami	0	0	0	0	0	0	0	0	0	0%
Utility Failure	1	0	0	1	1	2	2	2	2	11%
VIP Situation	1	0	0	0	1	1	1	2	2	8%
Water Contamination	1	0	0	1	0	2	2	2	2	10%
Water Disruption	1	1	1	1	0	2	2	2	1	19%
Weapon	1	0	0	1	0	2	2	2	2	10%
Workplace Violence / Threat	1	0	0	1	0	1	1	2	2	8%

ALERT TYPE	OCCURRENCE
✓ #REF!	✓ #REF!
✓ #REF!	✓ #REF!
✓ #REF!	✓ #REF!
✓ #REF!	✓ #REF!
✓ #REF!	✓ #REF!
✓ #REF!	✓ #REF!
✓ #REF!	✓ #REF!
Total Alert	
	1



2025

TOP 10 HVA	RANK	OCCURRENCE
Temperature Extremes	1	✓ #REF!
Seasonal Influenza	2	✓ #REF!
Inclement Weather	3	✓ #REF!
Pandemic	4	✓ #REF!
Air Quality Issue	5	✓ #REF!
Epidemic	6	✓ #REF!
Water Disruption	7	✓ #REF!
Bomb Threat	8	✓ #REF!
Infectious Disease Outbreak	9	✓ #REF!
Act of Terrorism	10	✓ #REF!

2025

TOP 10 ACTUAL ALERTS	OCCURRENCE	HVA RANK

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

HEALTH ELECTRONIC RESPONSE DATA SYSTEM

The Health Electronic Response System, (HERDS), is an electronic application within the New York State Health Commerce System. The purpose of the system is to provide a platform for Health Care facilities to complete Critical Asset Surveys, submit incident reports, update facility information, or review statistics and information that has been gathered for general use.

On a monthly basis and as needed, the Hebrew Home at Riverdale will log into this system to ensure relevant messages are received and to provide any information that is requested.

On a yearly basis and as needed the Hebrew Home at Riverdale will update the Critical Asset survey and submit the information after review.

The Critical Asset Survey Data can be requested for informational purposes but is not contained in writing within this Emergency Preparedness Plan.

The Hebrew Home at Riverdale will ensure that an adequate number of people are trained to navigate and use the system including accessing and updating the Critical Asset Survey.

Only one person should submit critical Asset Survey information at a time, consulting first with appropriate departments to ensure accuracy.

THE HEBREW HOME AT RIVERDALE
EMERGENCY PREPAREDNESS PLAN
MEDICAL RECORDS RETENTION POLICY

POLICY:

The Hebrew Home for the Aged will maintain and adhere to retention schedules and destruction procedures of health records for each resident and other records in compliance with applicable governmental, regulatory, business and legal requirements. These records will be properly filed, retained and accessible according to the procedure below. After the retention requirements have been met, destruction of the health record and other records will be carried out by a method that ensures no possibility to reconstruct the contents of the record.

PURPOSE:

- Ensure that other records are retained for appropriate periods of time.
- To establish a retention period for health records in compliance with New York State regulations [10 NYCRR § 415.22] and Federal regulations [42 CFR § 483.70(i)].
- To establish an appropriate destruction process for contents of the health records, except for pending litigation and/or third party reimbursement claims.
- To ensure compliance with regulatory requirements.
- To preserve the confidentiality of closed health records until the records are fully destroyed.
- To maintain a log of the destroyed health records by duly authorized Designee/designated official.

PROCEDURE:

1. Maintaining all Business Records

The Records Retention Schedule attached to this policy provides required retention periods for certain specific types of documents. All departments should refer to the Records Retention Schedule to determine the appropriate retention periods for business and resident records. This Record Retention Schedule does not represent each and every document that could be maintained by Hebrew Home. There may be documents not listed on this Record Retention Schedule that also need to be retained. If a question arises regarding the retention period of a document that is not listed on this Record Retention Schedule, the Health Information Management Manager should be contacted.

2. Annual Review

Each department will conduct a file review and purge process on at least an annual basis. This process consists of identifying and destroying unnecessary duplicate and multiple copies of documents, including drafts; reviewing and destroying documents which have exceeded their required retention period; and identifying, grouping and labeling documents which require retention and transferring these documents to the designated records storage site. Documents will be destroyed only in accordance with the Records Retention Schedule. If there is any question as to how long a particular document should be retained, that document should not be destroyed until the question has been resolved.

The annual review shall be conducted in a month to be designated by the department. It is the responsibility of each department to review the documents at its record storage site, to determine which records have reached their disposal date and to arrange for destruction of the documents.

3. Departing Employees

Any and all records are the property of Hebrew Home and departing employees are prohibited from removing or destroying any records.

4. Labeling and Marking

Records to be retained should be labeled and marked with a disposal date equal to or beyond the period established for retention. Record storage containers and systems must be labeled in sufficient detail that they may be promptly and accurately identified should retrieval prove necessary. The disposal date should always be December 31 of the last year for which the file must be retained. For example, a document dated May 23, 2006 with a three-year retention period would be designated for destruction on December 31, 2009.

5. Confidentiality

Residents' health records, employee health records and other records subject to confidentiality restrictions must be stored securely and destroyed in a manner that ensures confidentiality:

paper	shredding
computerized data	reformatting, magnetization or physical destruction

6. Conflict with Contractual Requirements

To the extent that contractual records retention requirements exceed the records retention periods listed in the attached retention schedule or specify the retention of documents not listed in the schedule, the contractual requirements will control. Originals of documents related to open contracts and subject to contractual retention requirements should not be destroyed.

7. Vital Records

Each department must identify and designate as vital records those records that: (1) are essential to the continuity of Hebrew Home AT Riverdale's legal and financial status; (2) are necessary for fulfillment of obligations of Board of Trustees, employees, customers, residents or other outside interests; (3) establish Hebrew Home ownership of assets which would otherwise be difficult to prove; or (4) have other significance to Hebrew Home that warrants retention. Vital records must be duplicated and the duplicates must be stored in an off-site location for reconstructive use in the event of catastrophic document loss.

8. Record Conversion

Paper records can be replaced with electronic images, provided the imaged version is an exact copy of the paper document (e.g. both sides of a two-sided document are scanned) and saved in a manner that is organized and readily accessible. The employee or contractor performing the actual scan shall observe that all of the pages pass through the scanner and that the resulting imaged version appears to be accurate.

The paper record shall be conspicuously marked with the date it was scanned and maintained for thirty (30) days. If an error is identified within such 30 day period, the record shall be retrieved and rescanned. After 30 days, the paper record may be shredded.

The HIM Manager shall implement a quality assurance program to periodically check the accuracy of the scanning process.

9. Electronic Storage

Records generated and maintained in Hebrew Home's information systems or equipment will be reviewed periodically, no less than annually, to ensure that the Policy requirements are applied to these documents. Electronic Records must be adequately protected against destruction, whether by archival storage of duplicated photographic or electronic medium or by other suitable means providing equivalent protection.

10. Program/Departmental Requirements

To the extent any programs or departments may be subject to specific additional regulatory retention requirements that are not addressed in this Policy, such regulatory requirements take precedence over the requirements of this Policy.

11. Investigations and Litigation

Upon Hebrew Home's receipt of notice regarding the initiation of an investigation, the service of legal process or receipt of a litigation hold notice from Hebrew Home's legal counsel, the Risk Management and Human Resources will notify all departments in possession of potentially relevant documents as promptly as practicable and direct them to cease the destruction of any relevant documents, and segregate those documents in a secure location, pending formal notice in writing that the investigation or litigation has been concluded.

12. Interpretation

Any questions regarding the application of this Policy or retention requirements for specific types of records should be referred to the HIM Manager.

Health Information Record Destruction

- 1. No Protected Health Information will be destroyed before the minimum retention period has been met (see 10 NYCRR § 415.22) which is 6 years.
- 2. Records must be destroyed in a manner that prevents reconstruction. Records will be destroyed in the following manner:

paper	shredding
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computerized data	reformatting, magnetization or physical destruction
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3. Information Systems must be contacted to coordinate the destruction of any computerized media.
4. Records documenting *(maintained in Retention and Destruction log book)* the destruction of the health record must be maintained permanently. They should include the following:
 - Date of destruction
 - Method of destruction
 - Description of the destroyed records
 - Inclusive dates covered
 - Statement the records were destroyed in the normal course of business
 - Signatures of the individuals supervising and witnessing the destruction
5. When a commercial record destruction company (Cardone Records) carries out the destruction process, the designated official of the company shall complete the record destruction certificate and provide it to the Hebrew Home. All certificates of destruction shall be maintained indefinitely in the Retention and Destruction Log Book located within the Health Information Management Department (in the cabinet labeled "Retention and Destruction Log Book")

I. CORPORATE/ADMINISTRATION RECORDS

Category of Record	Retention Period
Annual Reports and Financial Statements	Permanent
Certificates of Incorporation, including amendments	Permanent
Corporate election ballots and records	Permanent
Corporate financial reporting, including but not limited to: • Insurance • Governmental payor records • General ledgers	Permanent
Corporate organizational charts (including	Permanent

Category of Record	Retention Period
current and expired charts)	
Construction documentation, blueprints	Permanent
Environmental safety records	Permanent
Governing Board bylaws, committee meeting minutes, and lists of members of Board of Trustees	Permanent
Inspection and survey reports	Permanent
Insurance policies, riders, certificates and accompanying correspondence	21 years from expiration date of the policy
Licenses, permits and certificates required for operation, including but not limited to, Operating Certificates (current and expired)	Permanent
Credentialing records for physicians/allied health practitioners	Permanent
Deeds and titles to real property, including appraisal reports	Permanent
Tax returns (Federal and State)	Permanent

II. EMPLOYMENT RECORDS

Category of Record	Retention Period
Collective bargaining agreements	Permanent
Employment contracts	Term of employment plus 6 years
Employee benefit plans	6 years from filing date of Form 5500 Annual Report
Employment applications for persons not hired	1 year
Payroll records-Kronos	Permanent
Personnel records <u>NOTE:</u> If there has been a charge, claim or action, retain until final disposition of the matter as instructed by Human Resources	Term of employment plus 6 years
Record of name, address and social security number of every employee who handles or uses substances listed in OSHA 29 CFR 1910 subpart Z	Term of employment plus 30 years
Record of all injuries received by employees during course of employment	Term of employment or 30 years, whichever is longer
W-2; W-9; W-4; 990; 940 & 941; and 1099	Tax return filing date plus 6 years
I-9	3 years after hire or one year after termination whichever is longer
Workers Compensation Claims	30 Years
Benefits Records	6 years after employee termination
OSHA and employee safety records	5 years after termination

EEO -1 Reports	4 years after report files
OSHA 300	5 years after posting
Unemployment Records	4 years

III. CONTRACTS

Category of Record	Retention Period
Current contracts (including managed care) and other agreements entered into by Hebrew Home	6 years after termination
Leases and other agreements pertaining to ownership of land, buildings, fixtures and equipment	Permanent

IV. RESIDENT-RELATED RECORDS

Category of Record	Retention Period
Complete clinical/medical record for each resident	6 years from the date of payment, discharge or death (whichever is later)
Diagnostic radiologic records not otherwise incorporated into the resident's clinical record (i.e., films, scans and image records)	6 years from the date of payment, discharge or death (whichever is later)
Resident personal non-medical record	6 years
General fiscal record for each resident	6 Years

V. BILLING RECORDS, FISCAL AND STATISTICAL REPORTS, PURCHASING AND ACQUISITIONS

Category of Record	Retention Period
All underlying books, records and documentation that formed the basis for fiscal and statistical reports (i.e., cost reports) filed by Hebrew Home	6 years from the date of filing
Billing materials in any medium (paper, tapes, microfilm, microfiche, computer disks), including, but not limited to: • Claims forms • Charge slips and encounter forms • Daily census reports • Business and accounting records referring to specific claims • Resident/debtor billing history • Advance beneficiary notices/waivers • Medicaid applications	6 years from date of payment
Correspondence and telephone logs regarding contact with government bill processors or other government representatives regarding billing issues	6 years
Assignment of benefits	Permanent
Records pertaining to private payors, including but not limited to claim forms submitted, correspondence and telephone logs	6 years from date of payment
Records pertaining to self-pay residents	6 years
Collection activity records	6 years
Records involved in any investigation, audit or litigation	Retain until clearance from Risk Management
Purchase orders, requisitions	6 years

VI. OTHER RECORDS

Category of Record	Retention Period
Medical device records	10 years
Medical waste records	10 years
Nursing services administration records: • nursing service organization chart • master plan for staffing • nursing service policies and procedures manual	Permanent
Dietary services records: • a current diet manual • written and dated menus for normal and therapeutic diets, as served	6 Years
Activities program records:	

Category of Record	Retention Period
- name and qualifications of the activities director - a current roster of residents participating in the program as well as a record of resident attendance and participation at most activities for the preceding twelve months. - service policies and procedures	-Term of Employment plus 6 years -1 Year -Permanent
Specialized rehabilitative therapy service records: - service policies and procedures - a statistical summary, including but not limited to the frequency, type and duration of treatments given, number of residents treated and number of residents admitted and discharged from the service	-Permanent -7 years
Admission and discharge statistics	Permanent
Register of deaths	Permanent
Master Patient Index	Permanent
Reports of abuse or neglect of resident on residential facility	Document in medical record and retain copies of reports for 6 years
Records of scheduled testing, maintenance and calibration of resident safety equipment	6 years after removing equipment from service
Records of reports of fire investigations	6 years
Chronological listing of residents admitted and discharged	Permanent

VII. POLICIES AND PROCEDURES; COMPLIANCE RECORDS, HIPAA DOCUMENTATION

Category of Record	Retention Period
Administrative/Personnel Policies and Procedures	Permanent
Departmental/Program Policies and Procedures	Permanent
Corporate Compliance Program Policies and Procedures	Permanent
Minutes of Compliance Committee meetings	10 years
Incident or occurrences reports	10 years
Resident complaints	10 years
QA/QI documents	10 years
Risk Management records, including but not limited to, records of investigations	10 years
HIPAA Records, including but not limited to: - Policies; - Complaints, investigations and responses; - Resident requests for restrictions on disclosures	6 Years

Category of Record	Retention Period
or for transmission of information via alternative means; • Privacy Notice; • Documentation of training and training materials; • Any other documentation required by HIPAA.	

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

ELECTRONIC MEDICAL RECORD DOWNTIME POLICY

POLICY:

It is the policy of Hebrew Home at Riverdale to maintain compliance to proper and complete clinical documentation of the medical record in the event the electronic medical chart is not available.

The electronic documentation will be deemed "not available" when 100% of the computer hardware within a neighborhood is not functioning due to electrical power outage, internal HHAR network outage, and / or internet connectivity outage. If at least one kiosk and one desktop computer are functioning, the clinical staff will be directed to adhere to electronic documentation utilizing the shared functioning hardware.

PURPOSE:

1. Identify the notification tree to report access issues of the (EMR) electric medical record.
2. Define the criteria for directing the clinical staff to convert documentation from the (EMR) electronic medical record database application to the manual paper documentation format.
3. Specify the mechanism of obtaining and distributing the paper forms for completing manual clinical documentation.

PROCEDURE

ACTION

- | | | |
|--------------------|----|---|
| Nursing Staff | 1. | Report malfunctioning computer issues to Nursing Supervisor. |
| Nursing Supervisor | 2. | Report outage to Nursing Administration, Pharmacy, ITTS Help Desk and / or SigmaCare Support. |

ITTS Help Desk : extension 1602 email:

SigmaCare: 1.877.744.6210

email:

	ITTS Help Desk	ITTS Help Desk & SigmaCare Support
Monday – Friday 7am – 10pm	Call or email	
Monday – Friday 10pm – 7am		Call & email
Saturday & Sunday 9am – 6pm	Call or email	
Saturday & Sunday 6pm – 9am		Call & email

- ITTS Help Desk
3. Investigate outage and determine root cause – electrical, network hardware, HHAR internet connectivity, vendor internet connectivity.
4. Provide estimate of length of downtime to Nursing Supervisor.
5. Escalate issue as per ITTS protocol to resolve outage.
- Nursing Supervisor:
6. Notify clinical staff of conversion to paper format of documentation based on estimated length of down time protocol table below and verify authorization with Nursing Administration.

	MedPass	CNA Documentation	Other Clinical Documentation
Δ of shift with < 2 hour estimated recovery	Revert to paper backup & SigmaSafe	SigmaSafe to generate nursing instructions.	Wait for system recovery & utilize SigmaSafe for reference
Mid-shift with < 2 hour estimated recovery	Revert to paper backup & SigmaSafe	Wait for system recovery & utilize SigmaSafe for reference.	Wait for system recovery & utilize SigmaSafe for reference
Estimated recovery > 2 hours	Revert to paper backup & SigmaSafe	Revert to paper back up & SigmaSafe	Revert to paper backup & SigmaSafe
Unknown length of downtime	Revert to paper backup & SigmaSafe	Revert to paper backup & SigmaSafe	Revert to paper backup & SigmaSafe
New Admission	Revert to paper for admission orders and preliminary CNA instructions and assessments. *** FAX ORDERS TO PHARMACY**		
MD Orders – New, D/C, and Δ	REVERT TO PAPER AND FAX ORDERS TO THE PHARMACY FOR PROCESSING.		

Clinical Staff:

7. Login to SigmaSafe application, if available. Utilize for chart reference and to generate orders, nursing instructions, blank MAR and TAR forms for each resident on the neighborhood.
8. Photocopy blank CNA accountability forms and distribute to CNA staff with SigmaCare nursing instructions to

complete documentation.

9. Utilize paper forms to complete documentation for remainder of shift or until return of EMR to online status.
10. Maintain paper documentation in resident chart. Document note in electronic chart referencing paper for date / shift of downtime.
11. Transcribe paper documentation into (EMR) electronic medical record within 48 hours.
12. Scan and index paper documentation into (EMR) electronic medical record within 48 hours.

Resident
Services
Coordinator

Pre-Storm Checklist

Clinical Services Department

Type of Storm: _____ Anticipated Date and Time of Arrival: _____

Initial when completed	72 Hours Prior to the Storm
1.	Consider postponing new admissions of elective surgical patients.
2.	Determine which services could/should will be continued throughout the emergency event. Determine the cut-off point for accepting new patients into services that may be interrupted.
3.	Confirm and update MOUs with alternate acute care hospitals for accepting new patients that may need to be diverted during the emergency.
4.	Instruct house staff to determine the reasons for continued hospitalization for their patients and when might they be ready for discharge.
5.	Instruct house staff to determine the current and anticipated near-future needs of all patients not able to be discharged to home, SNF or LTC, and to begin preparing patients for possible transfer to an alternate ACH. This may include: ordering a final set of labs, drafting a transfer summary, copying applicable sections of the medical chart, contacting next-of-kin, etc.
6.	Remind house staff that special laboratory tests may be unavailable and that all non-essential lab requests should be curtailed.
7.	Review down-time processes for physician orders and obtaining lab results.
8.	For patients that may SIP, work with house staff to determine current and anticipated medical/surgical needs for the next week.
9.	Determine the total number of anticipated patients and their general classification (medical, surgical, ICU, pediatric ICU, behavioral health).
10.	Identify the most suitable wards or units for patient care based on location, elevation, access to powered elevators, emergency power, plumbed medical gases, ventilation, access to support services and allied health services, etc.
11.	Determine the number and requirements for all special needs patients (e.g. pediatrics, behavioral health, incarcerated, medical holds, non-English speaking, physically impaired, etc.) that will be sheltered.
12.	Estimate supplies needed to accommodate the patients who will be retained.
13.	(Med / Surg supplies, linens, medical gases, hygiene needs, food, water, medications, special equipment or services)
14.	Based on the anticipated number of patients, staff and visitors, arrange for hygiene needs.
15.	(Alternate toileting methods, bathing, hand hygiene, linens, waste disposal, etc.)
16.	Confirm that all battery-operated and battery backed-up equipment is fully charged.
17.	Plug all essential equipment into red outlets. Plug all non-essential equipment into white outlets.
18.	Gather all emergency transfer devices which could be required during a full evacuation of the facility and if the elevators are not operational. Place the devices in a storage area near the wards and units which will remain occupied.
19.	Survey staff regarding their plans for the emergency. Determine if their homes are within an evacuation zone and their plans to relocate.
20.	If applicable, consider potential sources for additional per-diem staff or the transfer of staff from other affiliates.
21.	Determine the number of staff potentially requiring shelter and other services. Identify a suitable location.
22.	Provide risk communications to all staff, patients and visitors as appropriate.
23.	Coordinate anticipated mental health with appropriate staff (social work, psychiatry, religious ministries, etc.)
24.	Once wards and units have been chosen to remain occupied, select a room in the area for the storage of supplies and tools that may be needed to prevent or care for water intrusion in the event of broken windows or leaks.

	issues such as location of fire exits and locations for supplies and equipment.
	20. Instruct MH staff to work with the hospital's PIO to develop messages for staff, patients, families and the general public.
	21. Back-up all computerized patient information.
24 Hours Prior to the Storm	
1.	Complete the discharge of all appropriate patients to home, SNF or LTC.
2.	As appropriate, begin diverting new patients. This may be slightly earlier for patients that require overnight accommodations and later for same day discharges.
3.	Finalize arrangements for evacuation/transfer of patients to an alternate ACH. Update the transfer summary and medical chart.
4.	If a full evacuation is ordered, based on the acuity/priority of the patients, begin transferring patients to alternate ACHs or other appropriate level of care. Notify the patients' next-of-kin. Maintain a list of all hospital equipment being transported with the patients.
5.	Continue consolidating patients into fewer patient care areas.
6.	Consider an alternate storage area near to the open wards and units and relocate medical/surgical supplies from the basement storage areas to ensure an adequate supply of materials.
7.	Locate toileting supplies in appropriate rooms near the open wards and units. Locate other hygiene supplies and linens in additional rooms near to open wards and units.
8.	Inventory the equipment now available near to open wards and units. Maintain a current list of equipment in use, available, broken or non-functional.
9.	If outside staff are engaged, provide all temporary staff with JHT training as appropriate. Be sure to include emergency communications, fire safety, emergency response plans, ICS structure, job duties, etc.
10.	Locate necessary supplies such as water, linens, extra mattresses, dry food and hygiene supplies to the staff shelter areas.
11.	Review down time charting procedures, emergency response plans, ICS structure and alternate duties which may be applicable. Also review HR policies which may be altered due to emergency circumstances.
12.	Continue to monitor the mental health needs of all staff, patients and visitors. Schedule and provide diversionary activities as appropriate to maintain mental stability.
13.	Continually monitor the status of waste and trash, ensure timely removal from the patient care areas.
12 Hours Prior to the Storm	
1.	For all patients that are / have been evacuated, complete all patient tracking forms including time of departure, items sent with the patient, intended destination, time of arrival, notification of kin.
2.	Continue to consolidate remaining patients into fewer wards or units.
3.	Continue to monitor and serve the mental health needs of all staff, patients and visitors.
4.	Continue to provide storm updates and pertinent information to staff and patients.
5.	Continue to reinforce safety measures, provide storm-related Just-in-Time training as appropriate.
6.	Assure that only essential equipment is plugged into red outlets and that all non-essential equipment is unplugged from all outlets.

Pre-Storm Checklist

Pre-Storm Checklist

Facilities Department

Type of Storm: _____

Anticipated Date and Time of Arrival: _____

Initial when completed	72 Hours Prior to the Storm
1.	If trailers or other portable storage units are in use, make arrangements to empty the trailers of needed supplies. Then move the trailers to high ground or off-site to a protected area.
2.	If needed, secure statutory that could be overturned by severe winds or flowing water. Either remove these items, lay them down or add guy wires to stakes to increase their stability.
3.	Remove all seasonal decorations.
4.	Remove all solid debris from the rooftops and grounds (construction debris for example).
5.	Clean debris from all outdoor surface drains and troughs, and rooftop drains.
6.	Clean all indoor floor drains in utility rooms, storage rooms and hallways. If applicable, install drain plugs.
7.	If sandbags will be needed to protect against water intrusion or interior flow, obtain a sufficient quantity of sand and bags. If needed, obtain tarps or similar waterproofing membranes.
8.	If applicable, obtain the plywood, tarps, tape, fasteners and tools needed to board or protect low-lying glass panels, low-lying ventilation grates and louvers, and outdoor signs.
9.	Confirm that all locked flood gates can be unlocked. Contact the facility's locksmith if needed.
10.	Close and secure all open windows.
11.	Notify all staff of the need to remove plugged-in accessories prior to the storm's arrival (fans, heaters, desk lamps, other personal items, etc.)
12.	Obtain sufficient flashlights or other portable lighting sources such as chemical light sticks.
13.	Move all portable generators to their proper location. If applicable, secure the generators or trailers to prevent tipping. Properly ground all equipment.
14.	Contact all vendors utilized by the Facilities Department to verify the status of MOUs and contracts for on-call delivery. Verify off-hours contact numbers and procedures.
15.	Ask clinical staff to evaluate the status of necessary medical equipment.
16.	Remove all non-essential equipment from red plugs. Plug all essential equipment into red plugs.
17.	Complete a walk-through of the facility and test the functioning of all emergency lighting. Repair or replace all non-functioning units.
18.	To ensure peak performance from all pumps, repair, replace and lubricate as necessary.
19.	Distribute portable pumps to areas where interior flooding has occurred in the past. As appropriate, connect discharge hoses.
20.	If applicable, contact vendors of portable sanitation units (Porta-Potties, Poo Bags) for delivery.
21.	If using prefabricated or commercial water barricades, place them near the doors, windows or ventilation grates.

Pre-Storm Checklist

48 Hours Prior to the Storm	
1.	Remove or relocate dumpsters that are in low-lying areas. If possible, anchor dumpsters securely to immovable objects away from the building.
2.	Begin filling sandbags and place them near areas requiring their protection. Place waterproofing tarps or other membranes with the sandbags.
3.	Begin installing protection of glass panels, passive ventilation grates and low-lying windows.
4.	Connect all portable generators to electric panels. Protect all cables from potential damage from floating or wind-blown debris.
5.	Start all generators and co-generators to test operation and output. Make corrections or adjustments as necessary.
24 Hours Prior to the Storm	
1.	Remove all canvas awnings.
2.	Remove all outdoor furniture and other objects that could be moved by wind or flowing water (picnic tables, umbrellas, chairs, trashcans, smokers' cans, children's toys etc).
3.	Conduct a second walk around the grounds to remove any additional solid debris
4.	Confirm that all low-lying glass panels and ventilation grates have been protected.
5.	Check all interior drains, troughs, and sumps.
6.	Distribute alternate lighting sources as needed to the departments, patient wards or units that will be operational during the storm.
7.	Ask all staff to unplug all accessories and unused equipment from all plugs (white or red).
8.	Fill all fuel tanks.
9.	Repeat the request to all clinical staff to evaluate the status of necessary medical equipment.
10.	Confirm that all necessary equipment has been connected to red plugs and remove all non-essential equipment from electric outlets.
11.	Confirm delivery and appropriate placement or distribution of portable sanitation units.
12 Hours Prior to the Storm	
1.	As needed, install sandbags with/without tarps or other membranes.
2.	Close and secure all floodgates.
3.	Remind all staff to unplug all accessories and unused equipment.

Pre-Storm Checklist Food & Nutrition Department

Type of Storm: _____ Anticipated Date and Time of Arrival: _____

Initial when complete	72 Hours Prior to the Storm
	1. Meet with facility administration to determine the potential number of persons requiring food and water, to include: patients that will not be discharged; family members that may remain; staff that will be sheltered and staffs' family members that may be sheltered if permitted.
	2. If applicable, contact the tanked water vendor to notify them of the potential need for a delivery.
	3. Verify the status of MCUs and contracts for on-call deliveries.
	4. Order a sufficient supply of liter-sized bottles of water for drinking (approximately 4 liters per person per day).
	5. Collect all empty 5-gallon water jugs and take to the shipping/receiving area for replacement. Replace empty jugs and obtain extra supplies.
	6. Evaluate the current supply of stored foods to determine the following: number of meals that can be served with the current stock plus scheduled deliveries within the next 72 hours and using conservation menus; expiration dates; foods which spoil more quickly than others once thawed or opened; number of meals that could be served without cooking and the anticipated number of patients with special dietary needs
	7. Consider pre-cooking and freezing meals which only need to be thawed or re-heated prior to serving.
	8. Inventory the number of disposable items and consider purchasing additional supplies if needed.
	9. If potentially needed for food preparation, order a sufficient supply of disposable cookware in advance (steam trays, racks, sterno, etc)
	10. If there is potential for the normal dishwashing system to become nonfunctional, obtain alternate methods to clean and disinfected cookware and serving ware (e.g. using liquid dish soap, scrubbers, and bleach solution)
	48 Hours Prior to the Storm
	1. Begin filling all collapsible canteens with fresh water and distribute the water to departments, patient care units or wards, as appropriate.
	2. Place an order for delivery of foods and other supplies. Especially foods which do not require refrigeration or cooking.
	3. Continue pre-cooking and other food preparations
	24 Hours Prior to the Storm
	1. Distribute cases of water to departments, patient wards and units which will be operational during the storm.
	2. Distribute full water-cooler water jugs as appropriate.
	3. If needed, confirm that the water tank has been delivered, placed in a location which limits damage to the tank and facility and has been properly plumbed to feed the facility's domestic system.
	4. Reevaluate the anticipated number of persons requiring shelter, food and water.
	5. Confirm delivery and safe storage of foods, disposable utensils, paper plates and cups, and other items that were ordered.
	6. Confirm the current number of prepared meals and the number of additional meals which could be prepared without cooking.

Pre-Storm Checklist

Pre-Storm Checklist IT/MIS Department

Type of Storm: _____ Anticipated Date and Time of Arrival: _____

Initial when complete	72 Hours Prior to the Storm
1.	Confirm the adequacy and functioning of all UPS systems.
2.	Backup all data to an appropriate storage device or firm. If using a storage device, consider duplication of the device and move one copy to a secure, off-site location.
3.	Work with the Facilities Department to determine the best methods of protecting the IT / MIS Department from possible flooding.
4.	Communicate with administration and / or clinical departments to determine tentative receiving facilities of evacuated patients. Contact the IT / MIS Department from potential receiving facilities to determine how best to transfer patient care data electronically. For example, transfer of electronic patient demographics, progress notes, lab results, diagnostic images and reports and MAR, NAR, TAR (Medication Administration Records, Narcotic Admin Record, Treatment Admin Record)
5.	Order or obtain a sufficient quantity of CDs to be able to copy the appropriate sections of each patient's electronic medical record to an individual CD for possible transfer with the patient, should an evacuation be ordered.
	48 Hours Prior to the Storm
1.	Identify equipment that can be unplugged to prevent damage from a possible power surge.
2.	Consider moving non-essential equipment to a higher floor in an interior room that could be secured for safe storage of the equipment.
3.	Begin to prepare the process of backing-up patient information to compact discs (CDs) or other electronic storage medium for transferring records with each evacuated patient, should the need arise.
	24 Hours Prior to the Storm
1.	Unplug all unneeded equipment
2.	Back-up all data to an appropriate storage device. If using a storage device, consider duplication of the device and move one copy to a secure, off-site location.
3.	Move all non-essential equipment to a secure room on a higher floor to an interior room.
4.	If an evacuation of patients has been ordered, rapidly copy all pertinent patient data to a CD for each patient and provide the CDs to the patient care unit or ward staff for inclusion in each patient's transfer pack.
	12 Hours Prior to the Storm
1.	Protect the IT/MIS Department from possible water intrusion using sandbags or other waterproofing measures.

Pre-Storm Checklist

Materials Management Department

Type of Storm: _____ Anticipated Date and Time of Arrival: _____

Initial when complete	72 Hours Prior to the Storm
	1. Inventory all bulk Med / Surg supplies. Re-order any item approaching the minimum per level.
	2. Verify the contact information for all primary and secondary vendors, equipment service providers. Try to determine their plans during the emergency (do they anticipate being able to provide continued service?).
	3. Begin to consolidate, palletize or crate bulk supplies for possible transfer from a low, unprotected room to a location on a higher floor. Be certain the transfer devices (pallets, crates, carts) are able to pass through doorways.
	4. Work with the Facilities Department to determine the best means of increasing flood protection for storage rooms.
	5. If some material can not be relocated to a higher floor, arrange to elevate the material several feet off the floor to help prevent water damage.
	6. Plug-in all equipment with a battery back-up to fully charge the batteries.
	7. Tell vendors who have trailers on grounds that all trailers will need to be removed.
	8. As requested by the Safety & Security Department, obtain traffic cones, rolls of "Caution" tape and other items that may be needed to establish traffic flow and safety zones.
	48 Hours Prior to the Storm
	1. Work with the Clinical Departments to identify appropriate rooms for the storage of med/surg supplies, spare equipment, alternate toileting methods, hygiene supplies, and other items which might be needed during the emergency. Begin to move supplies to these rooms.
	2. Assist in distributing empty 5-gallon carboys and filling them with fresh water. Store the water in rooms designated by the patient care ward or unit managers.
	3. Participate in Just-in-Time training for the safe use of alternate patient care transfer devices.
	4. Prohibit cars from parking adjacent to the buildings or on flat lots if there is no protection for the structures.
	5. Work with the Safety & Security Department and/or the HICS Transportation Unit Leader to establish and maintain a traffic pattern that facilitates easy delivery of supplies and equipment, without disruption to the flow of patient evacuations.
	24 Hours Prior to the Storm
	1. As patients are discharged or transferred, assist other staff in transferring the remaining patients into consolidated wards or units.
	2. As patients are consolidated to fewer wards or units, work with clinical staff to determine if the remaining patient care equipment may be needed in the consolidated wards. If so, assist in moving the equipment as directed.
	3. Equipment remaining in closed wards and units should be located in an interior room and the doorway sealed to prevent possible water

Pre-Storm Checklist

Yale New Haven Center for Emergency Preparedness and Disaster Response
center@yvh.org 203-688-5000

	damage. Leave all equipment unplugged.
	4. Confirm that any re-ordered supplies or equipment has been received, inventoried and placed in a location safe from water damage.
	5. As requested through the HICS Chain of Command, assist other departments with the tasks of mitigating against water and wind damage, or patient care response. For example, - Assist the Facilities Department in applying sandbags and waterproof membranes to interior doorways or plywood to the low-lying windows. - Assist the Pharmacy Department in re-locating their services to a higher floor. - Assist clinical staff in moving patients to the Transfer Staging Area.
	6. Tell vendors to remove all trailers parked in low-lying areas (loading docks)
	7. Unplug all non-essential equipment from all outlets.
	8. Distribute alternate sources of lighting to the clinical care units and wards, administrative areas, kitchen, pharmacy, OR, PACU, and other locations as directed
12 Hours Prior to the Storm	
	1. Continue to support the safe evacuation and consolidation of patients as requested.
	2. Assist in monitoring the facility for safety issues. Either resolve the issue or report it to the appropriate person, following the HICS lines of communication and authority.

Pre-Storm Checklist

Pharmacy Department

Type of Storm: _____ Anticipated Date and Time of Arrival: _____

Initial when complete	72 Hours Prior to the Storm
1.	Confirm that essential equipment is plugged into red outlets as appropriate and that non-essential equipment is plugged into white outlets.
2.	Complete a backup of all databases. Store information on a remote server and/or on removable media as recommended by the IT/MIS Department.
3.	Confirm the medication refrigerator/freezer is supported by emergency back-up power.
4.	Plan to move frozen or refrigerated medications to an alternate location if emergency power is lost or if the pharmacy is threatened by flooding.
5.	Consider overstocking satellite pharmacies and delivery systems (Pyxis, Omnicell). Then reorder replacement medications to fully stock the central pharmacy.
6.	If the central or satellite pharmacies are at risk for flooding due to low elevation, consider how medications might be moved to a higher, more-protected room.
7.	If relocation of the pharmacy is being considered, select an appropriate and secure room with ample red plug outlets to serve as an alternate pharmacy. The room should be near the patient care areas that will remain occupied during the event.
8.	Update applicable phone numbers and contacts of pharmaceutical vendors and pharmacies from partner hospitals and affiliates.
9.	Review with pharmacy staff the process for the filling of medication requests if the computer system is not functioning (downtime process).
10.	Attend briefings with the ICS along with the Chiefs of Staff to consider the potential evacuation of patients to alternate care facilities (home, long-term care facilities, other acute care or rehabilitation hospitals, patient care shelters) and the possible need to prepare up to 72 hours of medications and medications administration sheets for each patient.
48 Hours Prior to the Storm	
1.	If transfer of non-essential medications to an off-site location is being considered, obtain reusable freezer blocks and place them in the freezer. Obtain an appropriate transfer device such as coolers and crates.
2.	If relocation of the pharmacy is being considered, work with the IT/MIS Department to ensure that the alternate location will have computer network access.
3.	Begin clearing and cleaning the alternate location to prepare it to serve as an alternate location for the pharmacy.
4.	Request and obtain a listing from each in-patient department head indicating the names of patients who may be evacuated prior to the storm's arrival. Begin the process of assembling and packaging medications and medication administration records (MARs) for each patient.
5.	If evacuation is ordered, take medications and MARs for evacuees to the staging area so packaged meds and MARs can be given to the transport service as each patient is leaving.
6.	If relocation of the pharmacy is anticipated, begin crating all medications, supplies and equipment for rapid transfer to the alternate room.

24 Hours Prior to the Anticipated Storm	
1.	Repeat the back-up process to capture the previous two days of data.
2.	If appropriate, begin packing extra supplies and overflow stock such that an actual relocation can be completed quickly.
3.	Unplug all non-essential equipment from all outlets.
4.	If evacuation is ordered, take medications and MARs for evacuees to the staging area so packaged meds and MARs can be given to the transport service as each patient is leaving.
12 Hours Prior to the Anticipated Storm	
1.	Confirm that only essential equipment is plugged into red plugs. Unplug all other equipment from all outlets.
2.	If it was determined to relocate stock to another facility, complete that process now.
3.	Complete the process of crating medications, supplies and equipment for rapid movement to an alternate, safe room near the occupied patient care units.

Pre-Storm Checklist

Respiratory Care Department

Type of Storm: _____ Anticipated Date and Time of Arrival: _____

Initial when completed	72 Hours Prior to the Storm
	1. Complete a request order with the vendor to top-off the liquid oxygen tanks.
	2. If part of the plan for protection of the liquid oxygen tanks, confirm that the flood gates can be closed, contact the facility's engineer if necessary.
	3. Exchange all medical gas cylinders which are less than 1/4 full (by weight or psi).
	4. Move used cylinders to the tank farm for replacement.
	48 Hours Prior to the Storm
	1. Confirm that all Respiratory Department rooms which require additional waterproofing have needed items placed near the appropriate areas. Contact Facilities Department with questions or concerns.
	2. Plug respiratory equipment with battery-back-up into outlets to fully charge the batteries.
	24 Hours Prior to the Storm
	1. Confirm that all liquid oxygen tanks have been filled.
	2. Close and secure floodgate.
	3. Confirm that all used medical gas cylinders have been exchanged.
	4. If allowable by regulation, move full cylinders indoors to alternate storage rooms. Secure all stored cylinders appropriately.
	5. If appropriate, move respiratory care equipment to higher floors to secure storage rooms near patient care units or wards which will probably remain open.
	6. Remove all non-essential equipment from all outlets.
	12 Hours Prior to the Storm
	1. As needed, install sandbags with/without tarps or other membranes to protect respiratory care rooms.
	2. Confirm that medical gas cylinders are in a protected area and firmly secured to prevent damage.
	3. Confirm that the flood gates protecting the liquid oxygen tanks have been securely closed.

Pre-Storm Checklist

Safety & Security Department

Type of Storm: _____ Anticipated Date and Time of Arrival: _____

Initial when completed	72 Hours Prior to the Storm
	1. Communicate to staff and visitors that parking near the building will be prohibited.
	2. Tell vendors who have trailers on grounds that all trailers will need to be removed.
	3. Consider the location of doors with magnetic locks. If locks are not supported by emergency power, consider plans to provide security to these areas.
	4. Consider the need for additional staffing to accommodate the needs of special populations, a surge of people from the community seeking shelter and the increased anxiety of patients and staff during the emergency.
	5. Obtain traffic cones, rolls of "Caution" tape and other items that may be needed to establish traffic flow and safety zones.
	6. Safety Officer should complete a daily walk-through with Facilities and Administrative staff to identify and resolve all potential safety issues.
	48 Hours Prior to the Storm
	1. Prohibit cars from parking adjacent to the buildings or on flat lots if there is no protection for the structures.
	2. Work with the ICS Transportation Unit Leader to establish and maintain traffic patterns.
	3. Work with the Materials Supply Unit Leader to establish and maintain a traffic pattern that facilitates easy delivery of supplies and equipment.
	4. Provide additional security as needed. Contact sources for supplemental staffing such as court officers and retired police officers.
	5. Change all battery-operated communications and lighting devices.
	24 Hours Prior to the Storm
	1. Communicate to automobile owners that all cars parked near the buildings will need to be moved or they will be towed at the owner's expense.
	2. Tell vendors to remove all trailers parked in low-lying areas (loading docks).
	3. Disconnect all non-essential equipment from electric outlets.
	4. Provide Just-in-Time training to all temporary safety and security personnel.
	5. Maintain safe traffic flow patterns that facilitate evacuation as appropriate.
	12 Hours Prior to the Storm
	1. Tow all cars parked in prohibited areas. Tow trailers as needed.
	2. If sections of the facility have been closed through evacuation or consolidation of patient care areas, verify the entire ward is vacated. Secure doors to closed wards with plastic wire ties (or other appropriate devices) to limit the need to monitor access.

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

COMMUNICATIONS POLICY

Policy:

To protect resident health and safety in the event of an emergency or disaster, resident care will be coordinated within the Hebrew Home at Riverdale, across healthcare providers, and with health departments and emergency management agencies.

Policy Explanation and Compliance Guidelines:

1. The Hebrew Home at Riverdale shall maintain accurate contact information for regular and contract staff, residents' physicians, volunteers, and other long term care facilities.
 - a. Each employee (regular or contract) is responsible for notifying the HR department and his/her supervisor of any changes in contact information, including changes in home address and telephone number(s).
 - b. Each department head is responsible for maintaining a list of current employees and contact information in the department.
 - c. The VP of Human Resources is responsible for compiling a complete listing of volunteers and employees with contact information and forwarding to the Administrator for placing in the emergency preparedness binder. A new list shall be provided at least monthly to account for changes in staff, and in advance of any known weather event. The HR Department shall verify the information at least annually, as evidenced by dating the review and each list.
 - d. It is the responsibility of each physician for notifying the HR department and Director of Nursing of any changes in contact information, including changes in practice address, pager number(s), and telephone number(s). The VP of Human Resources is responsible for compiling a list of physicians and contact information and forwarding a copy to the Administrator and Director of Nursing. One copy shall be placed in the emergency preparedness binder. The HR Director, or designee, shall verify the information at least annually, as evidenced by dating the review and each list.
 - e. The Social Services Director shall maintain a list of other long term care facilities with contact information. The list shall include, at a minimum, nearby facilities and other facilities within a 100 mile radius. The information shall be verified at least annually, and provided to the Administrator for placing in the emergency preparedness binder.

2. The Hebrew Home at Riverdale shall maintain accurate contact information for federal state, tribal, regional, or local emergency preparedness staff; the State Licensing and Certification Agency; the Office of the State Long-Term Care Ombudsman, and other agencies or entities that may be sources of assistance to The Hebrew Home at Riverdale during an emergency.
 - a. The Administrator, or designee, shall maintain a list of contact information for the above entities.
 - b. A copy of the list and contact information shall be placed in the emergency preparedness binder for easy access during an emergency.
 - c. The information shall be reviewed and updated at least annually, as evidenced by dating the review and each list.
3. The Hebrew Home at Riverdale shall establish primary and alternate means of communicating with staff as well as with federal, state, tribal, regional, or local emergency management agencies.
 - a. Communication with staff members
 - i. The primary method of communication with staff members shall be made through The Hebrew Home at Riverdale telephone or company-owned cellular phones. The Hebrew Home at Riverdale shall call the staff member's primary phone number as listed on file, followed by any secondary contact numbers.
 - ii. Alternative methods of communication with staff members shall include:
 1. Radios for in-house communications when in-house phone lines and paging systems are out of order.
 2. Use of personal cellular phones to make relevant, outside phone calls or text messages.
 3. Email communication if staff member has access to Hebrew Home-owned internet-enabled devices (i.e. smart phones, tablets, laptops).
 4. Email communication via personal email, if staff member has provided this information.
 5. E-blast communication via (One Call Now)

- iii. The Incident Commander will make the final decision regarding communications with staff members during an emergency, including which staff to notify and by what means.
 - b. Communication with federal, state, tribal, regional, or local emergency management agencies
 - i. The Administrator, or Incident Commander, is responsible for communicating with the above entities and/or designating responsibility during the emergency.
 - ii. The primary method of communication with the above entities shall be made through The Hebrew Home at Riverdale telephone or company-owned cellular phones by calling the listed contact number.
 - iii. Alternative methods of communication with the above entities shall include:
 - 1. Email communication
 - 2. 700 MHZ Radio (provided by EM)
- 4. The Hebrew Home at Riverdale shall develop a method for sharing information and medical documentation, protecting information as required under HIPAA, for residents under The Hebrew Home at Riverdale's care during an emergency.
 - a. The Hebrew Home at Riverdale will share information and medical documentation with other health care providers to maintain continuity of care.
 - i. Copies of face sheet information, advance directives, and physician orders shall be generated on a monthly basis and in the event of advance notice of weather events or evacuations. The copies shall be kept on the unit in which the resident resides.
 - ii. Face sheet information shall include at least the resident's name, age, DOB, allergies, medical diagnoses, current reason for admission, blood type, and next of kin/emergency contact information.
 - iii. Licensed staff will verify medical information is sent with each resident in the case of any transfer, discharge, or evacuation.
 - b. In the event of an evacuation, the Hebrew Home at Riverdale shall release information in accordance with HIPAA privacy protections.
 - i. A recorded message from, or approved by, the Administrator shall be integrated into The Hebrew Home at Riverdale's phone system alerting callers, such as family members and other interested parties, of the decision to evacuate and the location to which the residents will be evacuated.

- ii. As time permits, business office personnel shall begin making phone calls to resident representatives to alert them of the decision to evacuate and the location to which the residents will be evacuated.
 - iii. A resident tracking log will be generated on each nursing unit, specifying the location of each resident, so that accurate information about the general condition and location of residents can be provided in a timely manner.
 - iv. HIPAA privacy protections are not waived in an emergency, so only minimum information necessary shall be disclosed.
- 5. The Hebrew Home at Riverdale shall communicate information about current occupancy, needs, and its ability to provide assistance to the authority having jurisdiction, the Incident Command Center, or designee in accordance with established procedures for our Incident Command System.
- 6. The Hebrew Home at Riverdale shall share information from the emergency plan with residents and their representatives in accordance with established procedures.
- 7. The Hebrew Home at Riverdale shall review these communication procedures annually, and associated contact information, at least annually and revise as needed.



EMERGENCY CONTACT DIRECTORY

Includes all updates received as of

This directory has been prepared by GNYHA to facilitate communications among providers and key government agencies in advance of and during emergencies.

The first part of the directory contains contact information for numerous local, state, and Federal agencies; private agencies such as the American Red Cross; and other key services. This information also appears on [GNYHA's website](#) as part of its Emergency Preparedness Resource Center. GNYHA is continuously updating its Web-based Emergency Preparedness Resource Center, including the section that contains the agency contact numbers.

The second part of the directory contains emergency contact information for GNYHA member hospitals and many long term care members. This part also contains information about members' facility response capabilities such as trauma-level designation and decontamination capacity.

As is the case with the agency portion of the directory, GNYHA will be continuously

updating the members' contact information section of the directory and will periodically provide updates to members via e-mail. If you would like to update your organization's information, please provide the updated information to GNYHA via e-mail at contactsupdate@gnyha.org.

Thank you.

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CONTACTING GNYHA IN THE EVENT OF AN EMERGENCY

The following are telephone numbers that GNYHA members may use to contact GNYHA in the event of an emergency. To assist members, GNYHA provides coverage at the New York City Emergency Management (NY-CEM) Emergency Operations Center (EOC) whenever the EOC is activated. Although the EOC is located in New York City, GNYHA staff at the EOC are available to assist all members, whether located in or outside New York City, and to coordinate with all appropriate local agencies, including emergency management agencies, wherever they may be located as well.

- GNYHA's offices: (212) 246-7100 (A recorded message providing instructions for reaching GNYHA staff will be provided during hours that the office is closed)
- GNYHA has also established the following number—1-866-GNYHAGO (1-866-469-4246)—for use in the event of a telephone system failure of GNYHA's main number or in the event that GNYHA employees are unable to access GNYHA's offices
- GNYHA's desk at NYCEM: (718) 422-8770
- NYCEM's 24-hour emergency telephone number: (718) 422-8700—for use only in the event of significant emergencies when GNYHA members are unable to reach GNYHA

EMERGENCY CONTACT INFORMATION FOR AGENCIES

The following are contact numbers for many local, state, and Federal agencies that GNYHA members may need to contact in an emergency. Note that many Federal agencies indicated that GNYHA members should not call them directly during emergencies; they must first call their comparable local agency in the event of an emergency. GNYHA has also added website information for agencies, which may be of assistance to members in their preparedness and response activities.

Federal Agencies

Centers for Disease Control and Prevention	(800) 232-4636 (770) 488-7100	https://emergency.cdc.gov/
Centers for Medicare & Medicaid Services, New York Regional Office –Region II	(212) 616-2205	http://www.cms.gov/About-CMS/Agency-Information/RegionalOffices/index.html
Federal Bureau of Investigation		http://www.fbi.gov/newyork/
• New York		http://www.fbi.gov/newyork/
• New York City	(212) 384-1000	
• Nassau and Suffolk Counties	(631) 501-8600	
• Dutchess, Rockland, Orange, and Sullivan Counties	(845) 615-1700	
• Putnam and Westchester Counties	(914) 989-6000	
• Albany	(518) 465-7551	https://www.fbi.gov/contact-us/field-offices/albany
• Buffalo	(716) 856-7800	https://www.fbi.gov/contact-us/field-offices/buffalo
• Connecticut	(203) 777-6311	https://www.fbi.gov/contact-us/field-offices/newhaven
• New Jersey	(973) 792-3000	https://www.fbi.gov/contact-us/field-offices/newark
Occupational Safety & Health Administration	(800) 321-OSHA (800) 321-6742	http://www.osha.gov/index.html
• New York		https://www.osha.gov/contactus/bystate/NY/areaoffice
Substance Abuse and Mental Health Services	(877) SAMHSA-7	http://www.samhsa.gov/

Administration	(877) 726-4727	
US Department of Health and Human Services	(877) 696-6775	https://www.hhs.gov/
National Disaster Medical System	(800) USA-NDMS (800) 872-6367	https://www.phe.gov/Preparedness/responders/ndms/Pages/default.aspx
Office of the Assistant Secretary for Preparedness and Response		https://www.phe.gov/about/aspr/Pages/default.aspx
Region 2	(212) 264-4600	https://www.hhs.gov/about/agencies/iea/regional-offices/region-2/index.html
US Department of Homeland Security	(202) 282-8000	https://www.dhs.gov/
Federal Emergency Management Agency	(800) 621-FEMA (800) 621-3362	https://www.fema.gov/
US Secret Service	(202) 406-5708	https://www.secretservice.gov/
NY Field Office	(718) 840-1000	
US Department of State		https://www.state.gov/
New York Field Office	(201) 346-8100	https://2009-2017.state.gov/m/ds/about/101228.htm

New York State Agencies

Department of Health		http://www.health.ny.gov/
• Bureau of Communicable Disease Control	(518) 473-4439	http://www.health.ny.gov/professionals/diseases/reporting/communicable/
• Nights and Weekends	(866) 881-2809	
• Bureau of Emergency Medical Services	(518) 417-4455	http://www.health.ny.gov/professionals/ems/
• Center for Environmental Health	(518) 402-7500	http://www.health.ny.gov/environmental/phone.htm
• County Health Departments		https://www.health.ny.gov/contact/contact_information/index.htm
• Emergency Preparedness		https://www.health.ny.gov/environmental/emergency/
• Public Health Duty Officer 24-hour Reporting Hotline	(866) 881-2809	
• Regional Offices		http://www.health.ny.gov/facilities/hospital/regional_offices.htm
• Capital District	(518) 408-5329	
• Central New York	(315) 477-8592	
• New York Metropolitan - Central Islip	(631) 851-4300	
• New York Metropolitan - New York City and Hudson Valley	(212) 417-5990	
• Western New York – Buffalo	(847) 847-4541	
• Western New York - Rochester	(585) 423-8053	
Department of Environmental Conservation		http://www.dec.ny.gov/
• New York City	(718) 482-4900	http://www.dec.ny.gov/about/605.html
• Spills Hotline	(800) 457-7362	
Division of Homeland Security and Emergency Services		http://www.dhses.ny.gov
• Albany	(518) 242-5000	
• New York City	(212) 867-7060	
• Office of Emergency Management	(518) 292-2275	http://www.dhses.ny.gov/oem/
• Office of Counter Terrorism	(518) 242-5000	http://www.dhses.ny.gov/oct/

• Office of Interoperable & Emergency Communications	(518) 322-4911	http://www.dhses.ny.gov/oiec/
Metropolitan Transportation Authority	511	https://new.mta.info/
Office of Mental Health	(800) 597-8481	https://www.ny.gov/agencies/office-mental-health
• Field Offices		https://www.omh.ny.gov/omhweb/about/omh/fieldoffices.html
Office of Alcoholism and Substance Abuse Services	(518) 473-3460	https://www.oasas.ny.gov/
Regional Poison Control Centers	(800) 222-1222	http://www.health.ny.gov/professionals/poison_control_centers.htm
State Police –NYC Region	(917) 492-7100	https://troopers.ny.gov/
Terrorism Hotline	(866) SAFE-NYS (866) 723-3697	http://www.criminaljustice.ny.gov/tipsline.htm
Division of Criminal Justice		http://www.criminaljustice.ny.gov/
• Missing Persons Clearinghouse	(800) 346-3543	http://www.criminaljustice.ny.gov/missing/index.htm#/

New York City Agencies

Please note: New York City agencies can also be reached in NYC by dialing “311”

Department of Health and Mental Hygiene (DOHMH)		http://www1.nyc.gov/site/doh/index.page
• Bureau of Communicable Disease	(866) 692-3641	http://www1.nyc.gov/site/doh/providers/reporting-and-services/notifiable-diseases-and-conditions-reporting-central.page
• Emergency Preparedness		http://www1.nyc.gov/site/doh/health/emergency-preparedness/what-we-do.page
• Mental and Behavioral Health		http://www1.nyc.gov/site/doh/providers/health-topics/mental-and-behavioral-health.page
• NYC Well	888-NYC-WELL (888) 692-9355	https://nycwell.cityofnewyork.us/en/
• Poison Control Center (24/7)	(212) POISONS (212) 764-7667	http://www1.nyc.gov/site/doh/health/health-topics/poison-control.page
Department of Homeless Services	(212) 361-8000	http://www1.nyc.gov/site/dhs/index.page
Emergency Management	(718) 422-8700	http://www1.nyc.gov/site/em/index.page
Emergency Medical Services	(718) 999-2770	
Fire Department (FDNY)	(718) 999-2000	http://www1.nyc.gov/site/fdny/index.page
• Bronx	(718) 999-3333	http://nyfd.com/bronx.html
• Brooklyn	(718) 999-4444	http://nyfd.com/brooklyn.html
• Manhattan	(212) 999-2222	http://nyfd.com/manhattan.html
• Queens	(718) 999-5555	http://nyfd.com/queens.html
• Staten Island	(718) 999-6666	http://nyfd.com/staten_island.html
Hospital Preparedness Program		http://www1.nyc.gov/site/doh/providers/emergency-prep/hospitals.page
Office of the Chief Medical Examiner	(212) 447-2030	http://www.nyc.gov/html/ocme/html/home/home.shtml
Terrorism Hotline	(888) NYC-SAFE (888) 692-7233	

New York County Agencies Outside of New York City

Albany County		
• County Sheriff	(518) 487-5440	https://www.albanycounty.com/government/departments/county-sheriff
• Department of Health	(518) 447-4580	https://www.albanycounty.com/departments/health
• Emergency Management Office	(518) 487-5400	https://www.albanycounty.com/government/coun-ty-sheriff/emergency-management-office
Dutchess County		
• Department of Emergency Response	(845) 486-2080	http://www.co.dutchess.ny.us/QuickLinks/17006.htm
• Department of Behavioral and Community Health	(845) 486-3400	http://www.co.dutchess.ny.us/CountyGov/Departments/DBCH/HDindex.htm
• Nights and Weekends	(845) 431-6465	
• Sheriff's Office	(845) 486-3800	http://www.co.dutchess.ny.us/countygov/departments/_sheriff/shindex.htm
• NYS Police Troop K	(845) 677-7300	https://www.troopers.ny.gov

Erie County		http://www2.erie.gov/
• Department of Emergency Services	(716) 858-6578	http://www2.erie.gov/emergencyservices/
• 24-hour dispatch	(716) 898-3696	
• Department of Health	(716) 858-7690	http://www2.erie.gov/health/
• Nights and Weekends	(716) 961-7898	
• Emergency Medical Services	(716) 681-6070	http://www2.erie.gov/health/index.php?q=emergency-medical-services
• Sheriff's Office	(716) 858-7618	http://www2.erie.gov/sheriff/
• NYS Police Troop A	(585) 344-6200	https://www.troopers.ny.gov
Nassau County		http://www.nassaucountyny.gov/
• Department of Health	(516) 227-9697	http://www.nassaucountyny.gov/agencies/health/
• Nights and Weekends	(516) 742-6154	
• Emergency Management Office	(516) 573-0636	http://www.nassaucountyny.gov/agencies/oem/
• Nassau County Police	(516) 573-8800	https://www.pdcn.org/
• NYS Police Troop L	(631) 756-3300	https://www.troopers.ny.gov
Niagara County		http://www.niagaracounty.com/
• Department of Health	(716) 439-7430	http://www.niagaracounty.com/Health
• Division of Environmental Health	(716) 439-7444	
• Emergency Services and Fire	(716) 438-3171	http://www.niagaracounty.com/fire/Home.aspx
• Sheriff's Office	(716) 438-3393	http://www.niagarasheriff.com/
• NYS Police Troop A	(585) 344-6200	https://www.troopers.ny.gov
Orange County		https://www.orangecountygov.com/
• Department of Emergency Services	(845) 615-0400	https://www.orangecountygov.com/148/Emergency-Services
• Division of Emergency Management	(845) 615-0400	https://www.orangecountygov.com/345/Emergency-Management
• Division of Fire Services	(845) 374-1900	https://www.orangecountygov.com/407/Fire
• Division of Police Liaison Services	(845) 615-0566	https://www.orangecountygov.com/521/Police-Liaison-Services
• Department of Health	(845) 291-2332	https://www.orangecountygov.com/149/Health
• Sheriff's Office	(845) 291-4033	https://www.orangecountygov.com/16

		50/Sheriffs-Office
• NYS Police Troop F	(845) 344-5300	https://www.troopers.ny.gov
Onondaga County		http://www.ongov.net/
• Department of Emergency Communications –911 Center	(315) 435-7911	http://www.ongov.net/911/
• Division of Emergency Management	(315) 435-2525	http://www.ongov.net/em/
• Health Department	(315) 435-3252	http://www.ongov.net/health/
• Sheriff's Office	(315) 435-2111	https://sheriff.ongov.net/
• Surveillance Program (Gathers & Analyzes Community Health Data)	(315) 435-3648	http://www.ongov.net/health/data.html
• NYS Police Troop D	(315) 366-6000	https://www.troopers.ny.gov
Putnam County		http://www.putnamcountyny.com/health-safety/

• Bureau of Emergency Services	(845) 808-4000	http://www.putnamcountyny.com/pcbes/
• Department of Health	(845) 808-1390	http://www.putnamcountyny.com/health/
• Sheriff's Department	(845) 225-4300	http://putnamsheriff.com/
• NYS Police Troop K	(845) 677-7300	https://www.troopers.ny.gov
Rockland County		http://rocklandgov.com/departments/
• Fire and Emergency Services	(845) 364-8800	http://rocklandgov.com/departments/fire-and-emergency/
• Department of Health	(845) 364-2512	http://rocklandgov.com/departments/health/
• Nights and Weekends	(845) 364-8600	
• Emergency Preparedness	(845) 364-2660 or (845) 364-2426	http://rocklandgov.com/departments/health/emergency-preparedness/
• Environmental Health	(845) 364-2608	http://rocklandgov.com/departments/health/environmental-health/
• Sheriff's Department	(845) 638-5400	http://www.rocklandcountysheriffoffice.com/
• NYS Police Troop F	(845) 344-5300	https://www.troopers.ny.gov
Suffolk County		http://www.suffolkcountyny.gov/
• Department of Health Services	(631) 854-0000	http://www.suffolkcountyny.gov/health
• Nights and Weekends	(631) 852-4820	
• Division of Public Health		http://www.suffolkcountyny.gov/Departments/Health-Services/PublicHealth.aspx
• Public Health Hotline	(631) 787-2200	
• Office of Emergency Management	(631) 852-4900	https://www.suffolkcountyny.gov/Departments/FRES/Office-of-Emergency-Management
• Suffolk County Police	(631) 852-6000	https://www.suffolkpd.org/
◦ NYS Police Troop L	(631) 756-3300	https://www.troopers.ny.gov
Ulster County		http://ulstercountyny.gov/
• Department of Health and Mental Health	(845) 340-3150; (845) 340-4110	http://ulstercountyny.gov/health/health-mental-health
• Emergency Services: Communications/	(845) 331-7000	http://ulstercountyny.gov/emergency-services/

Emergency Management		
• Sheriff's Office	(845) 338-3640	http://ulstercountyny.gov/sheriff
• NYS Police Troop F	(845) 344-5300	https://www.troopers.ny.gov
Westchester County		
• Department of Emergency Services	(914) 231-1850 or (914) 231-1905 24/7	http://emergencyservices.westchestergov.com/
• Office of Emergency Management	(914) 864-5450	http://emergencyservices.westchestergov.com/divisions/_office-of-emergency-management
• Emergency Medical Services	(914) 231-1616	http://emergencyservices.westchestergov.com/divisions/_emergency-medical-services
• Fire Services	(914) 231-1615	http://emergencyservices.westchestergov.com/divisions/_fire-services
• Department of Health		

• Nights and Weekends	(914) 813-5000 (914) 424-0209	http://health.westchestergov.com
• Department of Public Safety	(914) 864-7700	http://publicsafety.westchestergov.com/
• NYS Police Troop K	(845) 677-7300	https://www.troopers.ny.gov

Connecticut Agencies

Department of Emergency Services and Public Protection	(860) 256-0800	https://portal.ct.gov/DESPP
• Emergency Management and Homeland Security	(860) 685-8531	https://portal.ct.gov/DEMHS
• Emergency Management	(860) 685-8541	https://portal.ct.gov/DEMHS/Emergency-Management/Emergency-Management
• Homeland Security		https://portal.ct.gov/DEMHS/Homeland-Security/ Homeland-Security
• Key Telephone Numbers		https://portal.ct.gov/DEMHS/Contact-Us
• State Police	(860) 685-8190	https://portal.ct.gov/DESPP/Division-of-State-Police/ Home
Department of Energy and Environmental Protection		http://www.ct.gov/deep/site/default.asp
• Emergency Spill Reporting – 24/7	(860) 424-3338 or (866) DEP-SPIL (866) 337-7745	http://www.ct.gov/deep/cwp/view.aspx?pa=2692&q=322572&deepNav_GLID=1648
Department of Mental Health and Addiction Services	(860) 418-7000	http://www.ct.gov/dmhas/site/default.asp
Department of Public Health	(860) 509-8000	http://www.ct.gov/dph/site/default.asp
Fairfield County		
• Health Department	(203) 256-3020	http://www.fairfieldct.org/health
• Emergency Preparedness		http://www.fairfieldct.org/prepare
• Environmental Health		http://www.fairfieldct.org/content/10726/11024/18275.aspx
Greenwich		
• Department of Health	(203) 622-6488; (203) 622-7836	https://www.greenwichct.gov/575/Health-Department

• Environmental Services	(203) 622-7838	https://www.greenwichct.gov/617/Division-of-Environmental-Services
• Public Health Emergency Planning	(203) 622-3783	https://www.greenwichct.gov/663/Public-Health-Preparedness
• Emergency Preparedness	(203) 622-2222	https://www.greenwichct.gov/435/Emergency-Preparedness
• Fire Department	(203) 622-3950	https://www.greenwichct.gov/474/Fire-Department
• Police Department	(203) 622-8000	https://www.greenwichct.gov/345/Police
Stamford		
• Department of Health	(203) 977-5652; (203) 977-4396	https://www.stamfordct.gov/department-of-health
• Division of Environmental Health and Inspection	(203) 977-4363	https://www.stamfordct.gov/government/public-safety-health-welfare/department-of-health/about-us/environmental-health-inspections

• Emergency Operations Center	(203) 977-5900	https://www.stamfordct.gov/government/public-safety-health-welfare/emergency-operations-center
• Fire Department	(203) 977-4763	http://www.stamfordct.gov/fire-departments
• Police Department	(203) 977-4444	https://www.stamfordct.gov/government/public-safety-health-welfare/police-department
• Office of Public Safety Health and Welfare	(203) 977-5089	http://www.stamfordct.gov/public-safety-health-welfare
New Haven		
• Department of Health	(203) 946-6999	https://www.newhavenct.gov/government/departments-divisions/nhv-health
• Emergency Management	(203) 946-8221	https://www.newhavenct.gov/government/departments-divisions/office-of-emergency-management
• Environmental Health	(203) 946-8174	
• Fire Department	(203) 946-6300	https://www.newhavenct.gov/government/departments-divisions/new-haven-fire-department
• Poison Control	(800) 343-2722	
• Police Department	(203) 946-6316	https://www.newhavenct.gov/government/departments-divisions/new-haven-police-department

New Jersey Agencies

Office of Emergency Management	(609) 963-6900	http://ready.nj.gov/index.shtml
• Community Emergency Response Team	(877) CERT-411 (877) 237-8411	http://ready.nj.gov/cert/index.shtml
Department of Environmental Protection	(877) WARNDP (877) 927-6337	http://www.nj.gov/dep/warndep.htm
Department of Health	(609) 292-7837	http://www.nj.gov/health/
• Nights and Weekends	(609) 392-2020	

• Emergency Preparedness • 24-hour Duty Officer	(866) 341-9788	http://www.state.nj.us/health/er/index.shtml
Office of Homeland Security and Preparedness	(609) 584-4000	http://www.njhomelandsecurity.gov/
Division of Mental Health and Addiction Services	(800) 382-6717	http://www.state.nj.us/humanservices/dmhas/home/
State Police	(609) 882-2000	https://www.njsp.org/division/homeland-security/emergency-management.shtml
Bergen County		
• Department of Health Services	(201) 634-2600	https://www.co.bergen.nj.us/departments-and-services/about-health-services
• Health and Safety Line	(201) 225-7000	
• Department of Public Safety	(201) 785-6000	https://www.co.bergen.nj.us/about-public-safety
• Emergency Management	(201) 785-5757	https://www.co.bergen.nj.us/emergency-management/emergency-preparedness-information
Essex County		
• Department of Health and Rehabilitation	(973) 497-9401	https://essexcountynj.org/departments-of-health-and-rehabilitation/

• Environmental Commission	(973) 228-8776	https://www.essexcountyparks.org/facilities/environmental-center
• Office of the Sheriff	(973) 621-4105	http://www.essexsheriff.com/
• K-9 Bomb Squad Unit	(973) 621-4111	http://www.essexsheriff.com/index.php?option=com_content&task=view&id=92&Itemid=55
• Office of Emergency Management	(973) 324-9750	http://www.essexsheriff.com/index.php?option=com_content&task=view&id=4&Itemid=7
• Police & Patrol Division	(973) 268-4200	http://www.essexsheriff.com/index.php?option=com_content&task=view&id=32
Hudson County		
• Hudson Regional Health Commission	(201) 223-1133	http://www.hudsonregional.org/
• Environmental Health		https://www.hudsonregional.org/program/environmental
• Public Health Emergency Preparedness		https://www.hudsonregional.org/program/phep
• Office of Emergency Management	(201) 319-3871	https://www.hcnj.us/roads-and-public-property/emergency-management/
• Sheriff's Office	(201) 915-1300	https://www.hudsoncountysheriff.com/
Middlesex County		
• Department of Public Safety and Health	(732) 745-3100	https://www.middlesexcountynj.gov/government/departments/departments-of-public-safety-and-health/office-of-health-services
• Emergency Management and Preparedness		https://www.middlesexcountynj.gov/government/departments/departments-of-public-safety-and-health/office-of-emergency-management-and-preparedness
• Emergency Services Bureau	(732) 727-9009 x7127	https://www.middlesexcountynj.gov/government/departments/departments-of-public-safety-and-health/office-of-emergency-management-and-preparedness/emergency-services-

		bureau
• Fire Marshal	(732) 727-9009 x7171	https://www.middlesexcountynj.gov/government/departments/departments-of-public-safety-and-health/bureau-of-the-fire-marshal
• Emergency Medical Services Bureau	(732) 727-9009 x7130	https://www.middlesexcountynj.gov/government/departments/departments-of-public-safety-and-health/office-of-emergency-management-and-preparedness/emergency-medical-services
• County Sheriff	(732) 745-3271	https://www.middlesexcountynj.gov/government/departments/departments-of-public-safety-and-health/office-of-the-county-sheriff
Passaic County		
• Department of Health	(973) 881-4396	https://www.passaiccountynj.org/departments/health
• Emergency Preparedness	(973) 904-3621	https://www.passaiccountynj.org/departments/health/emergency-preparedness
• Sheriff's Department	(973) 389-5900	http://www.pcsheriff.org/
Union County		
• Department of Public Safety	(908) 654-9816	https://ucnj.org/public-safety/
• Emergency Services	(908) 654-9881	https://ucnj.org/public-safety/division-of-emergency-services/

• Office of Health Management	(908) 518-5620	https://ucnj.org/public-safety/office-of-health-management/
• Division of Police	(908) 654-9800	https://ucnj.org/public-safety/division-of-police/
• Sheriff's Office	(908) 527-4450	https://ucnj.org/sheriff/

Rhode Island Agencies

Emergency Management Agency	(401) 946-9996	http://www.providenceri.gov/pema/
Department of Environmental Management	(401) 222-6800	http://www.dem.ri.gov/
• Nights and Weekends	(401) 222-3070	
Department of Health	(401) 222-5960	http://health.ri.gov/
Department of Behavioral Healthcare, Developmental Disabilities	(401) 462-3291	http://www.bhddh.ri.gov/
State Police	(401) 444-1000	http://www.risp.ri.gov/
Providence County		https://www.providenceri.gov/
• Emergency Management Agency and Homeland Security	(401) 680-8000	https://www.providenceri.gov/pema/
• Fire Department	(401) 274-3348	https://www.providenceri.gov/fire-department/
• Police Department	(401) 272-3121	https://www.providenceri.gov/police-department/
• Department of Behavioral Healthcare	(401) 462-3291	http://www.bhddh.ri.gov/bhservices/index.php
• Environmental/Public Works	(401) 467-7950	https://www.providenceri.gov/public-works/environmental-services/

Other Organizations

American Red Cross	(202) 303-5000	http://www.redcross.org/
• Blood Donations	(800) GIVE-LIFE (800) 448-3543	http://www.redcrossblood.org/
• Hospital Blood Services	(215) 451-4111	http://www.redcrossblood.org/hospitals
Con Edison	(800) 75-CONED	http://www.coned.com/

	(800) 752-6633	
New York Blood Center		http://www.nybloodcenter.org/index.jsp
Blood Donations	(800)933-BLOOD (800) 933-2566	http://www.nybloodcenter.org/donate-blood/donor-center-locations/
Shelters: In the event of an emergency, information regarding NYC shelters will be posted on NYCEM's website		http://www1.nyc.gov/site/em/index.page

ACUTE CARE HOSPITALS

Backus Hospital
Bayshore Medical
Center
Bergen New Bridge
Medical Center
Blythedale Children's
Hospital Bradley Hospital
Bridgeport Hospital
BronxCare Hospital -
Concourse
BronxCare Hospital -
Fulton Calvary
Hospital
Charlotte Hungerford Hospital
CHSLI - Good Samaritan
Hospital M.C. CHSLI -
Mercy Medical Center
CHSLI - St Francis The
Heart Center CHSLI - St.
Catherine of Siena M.C.
CHSLI - St. Charles
Hospital
CHSLI - St. Joseph
Hospital Crouse
Hospital Health
Danbury Hospital
EHS - St. John's
Episcopal Hospital Erie
County Medical
Center Garnet Health
Medical Center
Garnet Health Medical Center -

Catskill, Grover Hermann Garnet Health
Medical Center Catskills
Greenwich Hospital
Hackensack University Medical
Center Hartford Hospital
Holy Name
Hosp of Central CT - New Britain
Hosp of Central CT -
Southington/Bradley Hospital for
Special Surgery
Jersey Shore University Medical
Center JFK Medical Center
Kaleida Health - Bradford
Regional MC Kaleida Health -
Buffalo General M.C. Kaleida
Health - Degraff Memorial Hosp.
Kaleida Health - Millard Fillmore
Hosp. Kaleida Health - Oishei
Children's Hosp. Kaleida Health
- Olean General Hospital
Lawrence + Memorial Hospital
Maimonides Medical Center
Maimonides Midwood Community
Hospital MediSys - Flushing
Hospital M.C.

MediSys - Jamaica
Hospital M.C.
Mem Hosp for
Cancer & Allied
Dis. Midstate
Medical Center
Montefiore -
Children's (CHAM)
Montefiore - Einstein
Camp (Weiler)
Montefiore -
Moses Campus
Montefiore - Mount
Vernon Hospital
Montefiore - New
Rochelle
Montefiore - Nyack
Montefiore - St Luke's
Cornwall/Newburgh
Montefiore - Wakefield
Campus Montefiore -
Westchester Square
Montefiore - Winifred
M. Burke Rehab Mount
Sinai Beth Israel
Mount Sinai
Brooklyn
Mount Sinai
Hospital
Mount Sinai
Morningside
Mount Sinai NY Eye &
Ear Infirmary Mount
Sinai Queens

Mount Sinai South Nassau
Mount Sinai SN Free-
Standing E.D. Mount
Sinai West
Mountainside Medical
Center Nassau University
Medical Center
Natchaug Hospital
New Milford
Hospital Newport
Hospital
Niagara Falls Memorial
Medical Center Northwell
- Cohen Children's MC
Northwell - Glen Cove
Hospital Northwell -
Huntington Hospital
Northwell - L.I.J. Forest Hills
Northwell - L.I.J. Medical
Center Northwell - L.I.J.
Valley Stream Northwell -
Lenox Hill Hospital
Northwell - Lenox Hill -
Greenwich Northwell -
Mather Hospital Northwell
- MEETH
Northwell - North Shore U.
Hosp. Northwell - Northern
Westchester Hosp
Northwell - Peconic Bay
M.C. Northwell - Phelps
Memorial Hosp.

[Northwell - Plainview](#)
[Hospital Northwell -](#)
[SIUH North Northwell -](#)
[SIUH Prince's Bay](#)
[Northwell - South Oaks](#)
[Hospital Northwell -](#)
[South Shore Hospital](#)
[Northwell - Syosset](#)
[Hospital Northwell -](#)
[Zucker Hillside Norwalk](#)
[Hospital](#)
[Nuvance Health - Northern](#)
[Dutchess Hosp. Nuvance](#)
[Health - Putnam Hospital](#)
[Center Nuvance Health -](#)
[Sharon Hospital Nuvance](#)
[Health - Vassar Brothers M.C.](#)
[NYC H+H - Bellevue](#)
[NYC H+H -](#)
[Coney Island](#)
[NYC H+H -](#)
[Elmhurst NYC](#)
[H+H - Harlem](#)
[NYC H+H -](#)
[Jacobi](#)
[NYC H+H - Kings](#)
[County NYC H+H -](#)
[Lincoln](#)
[NYC H+H - Metropolitan](#)
[NYC H+H - North](#)
[Central Bronx NYC](#)
[H+H - Queens](#)
[NYC H+H - Woodhull](#)
[NYP - Brooklyn Methodist](#)

[Hospital NYP - Columbia](#)
[NYP - Gracie Square](#)
[NYP - Hudson Valley](#)
[Hospital NYP - Lawrence](#)
[Hospital](#)
[NYP - Lower Manhattan](#)
[Hospital NYP - Morgan](#)
[Stanley Children Hosp NYP -](#)
[Queens](#)
[NYP - The Allen Hospital](#)
[NYP - Weill Cornell MC](#)
[NYP - Westchester Behavioral](#)
[Health Cent NYU Langone](#)
[Hospital - Brooklyn](#)
[NYU Langone Health - Cobble Hill](#)
[Emergency Department NYU Langone](#)
[Hospital - Long Island](#)
[NYU Langone Hospital -](#)
[Suffolk NYU Langone](#)
[Orthopedic Hospital NYU](#)
[Langone Tisch Hospital](#)
[Ocean University Medical](#)
[Center Old Bridge Medical](#)
[Center](#)
[One Brooklyn - Brookdale](#)
[Hospital One Brooklyn -](#)
[Interfaith M.C. One](#)
[Brooklyn - Kingsbrook](#)

[Palisades](#)
[Medical Center](#)
[Pascack Valley](#)
[Medical Center](#)
[Raritan Bay](#)
[Medical Center](#)
[Roswell Park](#)
[Cancer Institute](#)
[RI Hospital/Hasbro](#)
[Children's Hospital](#)
[Richmond University](#)
[MC](#)
[Riverview Medical Center](#)
[RRH - Clifton Springs](#)
[Hospital & Clinic RRH -](#)
[Newark-Wayne](#)
[Comm. Hosp.](#)
[RRH - Rochester General Hospital](#)
[RRH - United Memorial](#)
[M.C. - North St RRH -](#)
[Unity Hospital](#)
[RRH - Unity Hospital - St.](#)
[Mary's Campus SBH](#)
[Health System - St.](#)
[Barnabas](#)
[SJMC - St. Joseph's](#)
[Hosp - Yonkers SJMC -](#)
[St. Vincent's Hosp.](#)
[Westchester Southern](#)
[Ocean Medical](#)
[Center](#)
[St. John's Riverside - Andrus Pav](#)
[St. John's Riverside -](#)
[Dobbs Ferry Pav St.](#)

[John's Riverside - Park](#)
[Care Pav St. Joseph's](#)
[University Medical Center](#)
[St. Joseph's Wayne](#)
[Medical Center](#)
[St. Lawrence - Canton-](#)
[Potsdam Hospital St.](#)
[Lawrence - Gouverneur](#)
[Hospital](#)
[St. Lawrence -](#)
[Massena Hospital St.](#)
[Vincent's Medical](#)
[Center Stamford](#)
[Health](#)
[Stony Brook - Eastern Long](#)
[Island Hosp. Stony Brook -](#)
[Southampton Hospital Stony](#)
[Brook - University Hospital](#)
[SUNY Downstate](#)
[Medical Center The](#)
[Brooklyn Hospital](#)
[Center The Miriam](#)
[Hospital](#)
[The Rockefeller University](#)
[Hospital Trinitas Regional](#)
[Medical Center](#)
[University Hospital](#)
[VA Healthcare - Albany](#)
[Stratton MC VA](#)
[Healthcare - Bath VA](#)
[M.C.](#)
[VA Healthcare -](#)
[Canandaigua M.C. VA](#)
[Healthcare - Castle Point](#)

(Hudson) VA
Healthcare - James
Peters M.C.
VA Healthcare -
Montrose (Hudson)
VA Healthcare - NJ
- East Orange VA
Healthcare - NJ -
Lyons Campus VA
Healthcare -
Northport VA M.C.

VA Healthcare - NY Harbor
-Brooklyn VA Healthcare -
NY Harbor -New York VA
Healthcare - Syracuse VA
M.C
VA Healthcare - WNY -
Batavia M.C. VA
Healthcare - WNY -
Buffalo M.C. Westerly
Hospital
White Plains
Hospital
Windham
Hospital
WMC Health - Bon Secours
Community Hosp. WMC
Health - Good Samaritan
Hospital WMC Health -
HealthAlliance: Mary's Ave
WMC Health - Margaretville
Hospital
WMC Health - Mid-Hudson
Regional Hosp. WMC Health -
St. Anthony Community Hosp.
WMC Health - Westchester
M.C.
Wyckoff Heights
Medical Center Yale
New Haven Hospital

BACKUS HOSPITAL

Address: 326 Washington Street,
Norwich, CT 06360 Main Phone:

(

Command Center

Location: 326 Washington Street,
Board Room Tel #1: (860) 889-8831
EOC E-mail: Genevieve.Boas@hhchealth.org

24 Hour Emergency Contact

Name: Genevieve Boas
Tel # office: (860) 889-8331
E-mail: Genevieve.Boas@hhchealth.org

Primary Emergency Manager

Name: Genevieve Boas
Tel # office: (860) 889-8331
Mobile #: (860) 333-3034
E-mail: Genevieve.Boas@hhchealth.org

Chair of Emergency Management Committee

Name: Genevieve Boas
Tel # office: (860) 889-8331
Mobile #: (860) 333-3034
E-mail: Genevieve.Boas@hhchealth.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: Level 3 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

BAYSHORE MEDICAL CENTER

Address: 727 North Beers Street,

Holmdel, NJ 07733 Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel #

office:

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric

Trauma Center: No

Stroke Center:

STEMI Center:

Evacuation Zone (NYC, if applicable): Evacuation Zone

(Nassau, if applicable):

Evacuation Zone (Suffolk, if

applicable): Evacuation Zone
(Westchester, if applicable):

BERGEN NEW BRIDGE MEDICAL CENTER

Address: 230 East Ridgewood,
Paramus, NJ 07652 Main Phone:

(Command Center	24 Hour Emergency Contact
	Name:
Location	Tel #
: Tel #1:	office:
EOC E-mail:	
	Primary Emergency Manager
	Name:
	Tel #
	office:
	Mobile #:

Chair of Emergency Management Committee	Backup Emergency Manager
Name:	Name:
Tel #	Tel #
office:	office:
Mobile #:	Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

BLYTHEDALE CHILDREN'S HOSPITAL

Address: 95 Bradhurst Avenue,
Valhalla, NY 10595 Main Phone:

(
Command Center

Location: 95 Bradhurst Avenue
(Valhalla, NY) Tel #1: (914) 831-
2582
EOC E-mail:

24 Hour Emergency Contact

Name: Larry Levine
Tel # office: (914) 592-8198
E-mail: larryl@blythedale.org

Primary Emergency Manager

Name: John Flanagan
Tel # office: (914) 831-2408
Mobile #: (914) 240-3525
E-mail: jflanagan@blythedale.org

Chair of Emergency Management Committee

Name: William
MacGregor Tel # office:
(914) 831-2464
Mobile #: (845) 803-3052

Backup Emergency Manager

Name: Jean-Claude
Santini Tel # office:
914-831-2488 Mobile
#: 914-847-6059

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

BRADLEY HOSPITAL

Address: 1011 Veterans Memorial Parkway, East
Providence, RI 02915 Main Phone:

Command Center
Location : Tel #1: EOC E-mail:

24 Hour Emergency Contact
Name: Tel # office:

Primary Emergency Manager
Name: Tel # office: Mobile #:

Chair of Emergency Management Committee
Name: Tel # office: Mobile #:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): Evacuation Zone
(Nassau, if applicable):
Evacuation Zone (Suffolk, if

applicable): Evacuation Zone
(Westchester, if applicable):

BRIDGEPORT HOSPITAL
Address: 267 Grant Street,
Bridgeport, CT 06610 Main

P

Command Center

Location: 267 Grant Street,
Bridgeport, CT Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name: Paul Possenti
Tel # office: (203) 384-4213
E-mail: Paul.Possenti@bpthosp.org

Primary Emergency Manager

Name: Kevin
Albert Tel #
office:
Mobile #:

Chair of Emergency Management Committee

Name: Daniel Walsh
Tel # office: 475-248-
6255 Mobile #: 914-
282-1249

Backup Emergency Manager

Name: Mark
Larobina Tel # office:
203-384-3466 Mobile
#: 203-273-2979

Facility Information
Adult Trauma Center:
Level 2 Burn Center /
Burn Unit: Yes
Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

BRONXCARE HOSPITAL - CONCOURSE (23)

Address: 1650 Grand Concourse,
Bronx, NY 10457 Main Phone:

(

Command Center

Location: 1650 Grand
Concourse Tel #1: 917
327-6482
EOC E-mail:

24 Hour Emergency Contact

Name: James Dunne
Tel # office: (718) 518-
5197 E-mail:

Primary Emergency Manager

Name: James Dunne
Tel # office: 718 466-8173
Mobile #: 347 419-2258
E-mail: JDUNNE@bronxcare.org

Chair of Emergency Management Committee

Name: Elroy Fields
Tel # office: (718) 960-4474
Mobile #: (917) 327-6482
E-mail: efields@bronxleb.org

Backup Emergency Manager

Name: Hiram Torres
Tel # office: tel:(718) 518-
5776 Mobile #:
E-mail: HTorres@bronxleb.org

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

BRONXCARE HOSPITAL - FULTON (24)

Address: 1276 Fulton Avenue,
Bronx, NY 10456 Main Phone: 718

5

Command Center

Location: 1650 Grand Concourse,
Bronx NY Tel #1: 917 327-6482
EOC E-mail:

24 Hour Emergency Contact

Name:

Tel # office:

Primary Emergency Manager

Name: James Dunne

Tel # office: 718 466-6023

Mobile #: 347 419-2258

E-mail: JDUNNE@BronxCare.org

Chair of Emergency Management Committee

Name:

Tel # office:

Mobile #:

Backup Emergency Manager

Name: Debra

Livingston Tel # office: 718 901-8721

Mobile #: 718590-1800

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

CALVARY HOSPITAL

Address: 1740 Eastchester Road,
Bronx, NY 10461 Main Phone: (718)

5 Command Center

Location: 1740 Eastchester
Road Tel #1: (718) 863-
6900
EOC E-mail: kmody@calvaryhospital.org

24 Hour Emergency Contact

Name: Tomas Flores
Tel # office: (718) 518-2083
E-mail: tflores@calvaryhospital.org

Primary Emergency Manager

Name: Kiran Mody
Tel # office: (718) 518-2032
Mobile #: 646-221-5579
E-mail: kmody@calvaryhospital.org

Chair of Emergency Management Committee

Name: Kiran Mody
Tel # office: (718) 518-2032
Mobile #: (646) 221-5579
E-mail: kmody@calvaryhospital.org

Backup Emergency Manager

Name: Tomas Flores
Tel # office: 718-518-
2000 Mobile #: 347-
210-0724

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if
applicable): 3 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

CHARLOTTE HUNGERFORD HOSPITAL

Address: 540 Litchfield Street,

Torrington, CT 06790 Main Phone:

Command Center

Location: CHH Main Campus, Turner
Coe Annex, Building 3
Tel #1: (860) 496-6666
EOC E-mail:

24 Hour Emergency Contact

Name: Brian Ohler
Tel # office: (860) 496-6468
E-mail: brian.ohler@hhchealth.org

Primary Emergency Manager

Name: Brian Ohler
Tel # office: (860) 496-6468
Mobile #: (860) 307-1135
E-mail: brian.ohler@hhchealth.org

Chair of Emergency Management Committee

Name: Brian Ohler
Tel # office: (860) 496-6468
Mobile #: (860) 307-1135
E-mail: brian.ohler@hhchealth.org

Backup Emergency Manager

Name: Patti Sullivan
Tel # office: 860-496-
6835 Mobile #:
E-mail: patty.sullivan@hhchealth.org

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center:

Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

CHSLI - GOOD SAMARITAN HOSPITAL M.C.

Address: 1000 Montauk Highway,
West Islip, NY 11795 Main Phone:

(	Command Center
Location: 1000 Montauk Highway (West Islip, NY) Tel #1: (631) 376-3840 EOC E-mail: william.johnson@chsli.org	

24 Hour Emergency Contact	
Name:	Christopher
Raio Tel # office:	(631) 376-4094

Primary Emergency Manager	
Name:	William Johnson
Tel # office:	(631) 376-3787
Mobile #:	(631) 495-3489

Chair of Emergency Management Committee	
Name:	Christopher
Raio Tel # office:	(631) 376-4094
Mobile #:	
E-mail:	christopherc.raio@chsli.org

Backup Emergency Manager	
Name:	
Tel # office:	631-965-8250
Mobile #:	
E-mail:	

Facility Information

Adult Trauma

Center: Level 1 Burn

Center / Burn Unit:

No

Pediatric Trauma

Center: Level 2 Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): 1 Evacuation Zone

(Westchester, if applicable): N/A

CHSLI - MERCY MEDICAL CENTER (68)

Address: 1000 North Village Avenue,

Rockville Centre, NY 11570 Main Phone:

(
Command Center

Location: 1000 North Village Avenue
(Rockville C) Tel #1: (516) 705-
1787/2682

EOC E-mail:

24 Hour Emergency Contact

Name: Other

Tel # office: (516) 705-

2525 E-mail:

Primary Emergency Manager

Name: James Streeter

Tel # office: 516-705-

1826 Mobile #: 516-

689-3262

Chair of Emergency Management Committee

Name: Robert

Bramante Tel # office:

(516) 705-1210

Mobile #: (516) 263-1369

Backup Emergency Manager

Name: Hector

Alvarez Tel # office:

516-705-2608 Mobile

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if

applicable): N/A Evacuation Zone

(Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

CHSLI - ST FRANCIS THE HEART CENTER (66)

Address: 100 Port Washington Blvd.,
Roslyn, NY 11576 Main Phone: 516-

5

Command Center

Location: Maria Assunta building, 1st
Floor: Facility Department
Tel #1: 1-516-562-6020
EOC E-mail: Charles.Lucore@chsli.org

24 Hour Emergency Contact

Name: Other
Tel # office: (516) 562-6001
E-mail:

Primary Emergency Manager

Name: Joseph
Knichel Tel # office: 516-562-6669
Mobile #: 516-361-7927

Chair of Emergency Management Committee

Name: Joseph
Knichel Tel # office: 516-562-6669
Mobile #: 516-361-7927

Backup Emergency Manager

Name:
Tel # office: 1-914-282-0173
Mobile #:
E-mail: andrewkruzykowski@mail.adelphi.edu

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

CHSLI - ST. CATHERINE OF SIENA M.C.
Address: 50 Route 25A,
Smithtown, NY 11787 Main

P

Command Center

Location: Administrative
Office Tel #1: (631) 862-3100
EOC E-mail: Daniel.Baier@chsli.org

24 Hour Emergency Contact

Name: Randy Howard
Tel # office: (631) 862-3000
E-mail: Randolph.Howard@chsli.org

Primary Emergency Manager

Name: Dan Baier
Tel # office: (631) 862-3057
Mobile #: (516) 492-2456
E-mail: Daniel.Baier@chsli.org

Chair of Emergency Management Committee

Name: Dan Baier
Tel # office: (631) 862-3057
Mobile #: (516) 492-2456
E-mail: Daniel.Baier@chsli.org

Backup Emergency Manager

Name: Anthony Amato
Tel # office: 631-862-3070
Mobile #: 631-208-7366

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): Out of Zone
Evacuation Zone (Westchester, if applicable): N/A

CHSLI - ST. CHARLES HOSPITAL
Address: 200 Belle Terre Road, Port
Jefferson, NY 11777 Main Phone: 631

4

Command Center

Location: 200 Belle Terre
Road Tel #1: 631 474
6000
EOC E-mail: john.dembek@chsli.org;
david.thornhill@ chsli.org

24 Hour Emergency Contact

Name: Dominic Pernice
Tel # office: (631) 474-6105; (631) 474-6000
E-mail: dominic.Pernice@chsli.org

Primary Emergency Manager

Name: John Dembek
Tel # office: 631 474 6593
Mobile #: 631-902-3048
E-mail: John.Dembek@chsli.org

Chair of Emergency Management Committee

Name: John Dembek
Tel # office: (631) 474-6593
Mobile #: (631) 902-3048
E-mail: John.Dembek@chsli.org

Backup Emergency Manager

Name: Dave
Thornhill Tel #
office: 631 474 6444
Mobile #: 631-398-4452

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): 2 Evacuation Zone (Westchester, if applicable): N/A

CHSLI - ST. JOSEPH HOSPITAL

Address: 4295 Hempstead Turnpike,

Bethpage, NY 11714 Main Phone: (516)

5

Command Center

Location: Board

Room Tel #1: (516)

520-2843

EOC E-mail: Kathleen.Kennedy@chsli.org

24 Hour Emergency Contact

Name: Kathleen

Kennedy Tel # office:

(516) 579-6000

Primary Emergency Manager

Name: Kathleen

Kennedy Tel # office:

(516) 520-2695

Mobile #: (516) 581-9670

Chair of Emergency Management Committee

Name: Kathleen

Kennedy Tel # office:

(516) 520-2695

Mobile #: (516) 581-9670

Backup Emergency Manager

Name: John Mathew

Tel # office: (516) 520-2676

Mobile #: (917) 742-1555

E-mail: john.mathew@chsli.org

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if

applicable): N/A Evacuation Zone

(Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

CROUSE HOSPITAL HEALTH

Address: 736 Irving Avenue,
Syracuse, NY 13210 Main Phone:

(

Command Center

Location: Boardroom, 1st Floor, West
Tower Tel #1: (315) 470-8916
EOC E-mail:

24 Hour Emergency Contact

Name: Steve Fortino
Tel # office: (315) 470-7326
E-mail: StevenFortino@crouse.org

Primary Emergency Manager

Name: Michael
Woolson Tel # office:
(315) 470-7116
Mobile #: (315) 297-2510

Chair of Emergency Management Committee

Name: Nate Bliss
Tel # office: (315) 470-2671
Mobile #: (315) 403-0131
E-mail: NathanBliss@crouse.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

DANBURY HOSPITAL
Address: 24 Hospital Avenue,
Danbury, CT 06810 Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel #

office:

Primary Emergency Manager

Name: Blair

Balmforth Tel #

office:

Mobile #:

E-mail: blair.balmforth@nuvancehealth.org

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information
Adult Trauma
Center: Level 2 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

EHS - ST. JOHN'S EPISCOPAL HOSPITAL (40)

Address: 327 Beach 19th Street, Far

Rockaway, NY 11691 Main Phone:

(

Command Center
Location: St. John's Board Room Tel #1: (718) 869- 7280 or 7281 EOC E-mail:

24 Hour Emergency Contact Name: Margaret Hannan Tel # office: (718) 869-7941 E-
--

Primary Emergency Manager Name: Margaret Hannan Tel # office: (718) 869-7941 Mobile #: (631) 484-8203

Chair of Emergency Management Committee Name: Teddy Lee Tel # office: 718-869- 7813 Mobile #: 917- 757-4264

Backup Emergency Manager Name: Thomas Meyer Tel # office: 718-869-7680 Mobile E-mail: tmeyer@ehs.org
--

#: (516) 761-7087

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if
applicable): 1 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

ERIE COUNTY MEDICAL CENTER

Address: 462 Grider Street,

Buffalo, NY 14215 Main Phone:

Command Center

Location: G-72A

Tel #1: (716) 898-3844

EOC

HospitalCommandCenter@ecmc.edu

E-mail:

24 Hour Emergency Contact

Name: Daniel

McCartan Tel #

office: 716-697-0743

E-mail: dmccartan@ecmc.edu

Primary Emergency Manager

Name: Daniel

McCartan Tel #

office: 716-898-4874

Mobile #: 716-697-0743

Chair of Emergency Management Committee

Name: Daniel

McCartan Tel #

office: 716-898-4874

Mobile #: 716-697-0743

Backup Emergency Manager

Name: Charlene

Ludlow Tel # office:

716-898-3435 Mobile

#: 716-445-6646

E-mail: cludlow@ecmc.edu

Facility Information

Adult Trauma

Center: Level 1 Burn

Center / Burn Unit:

Yes Pediatric

Trauma Center: N/A

Stroke Center: No

STEMI Center: No

Evacuation Zone (NYC, if

applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A

GARNET HEALTH MEDICAL CENTER

Address: 707 East Main Street,
Middletown, NY Main Phone:

8

Command Center

Location: 707 East
Main St Tel #1: 845-
333-8888
EOC E-mail: heoc@garnethealth.org

24 Hour Emergency Contact

Name: J. Miguel
Rodrigues Tel # office:
845-333-0039
E-mail: mrodrigues@garnethealth.org

Primary Emergency Manager

Name: J. Miguel
Rodrigues Tel # office:
845-333-0039 Mobile
#: 845-742-8775

Chair of Emergency Management Committee

Name: J. Miguel
Rodrigues Tel # office:
845-333-0039 Mobile
#: 845-742-8775
E-mail: mrodrigues@garnethealth.org

Backup Emergency Manager

Name: Nelson Sit
Tel # office: 845-333-
0040 Mobile #: 917-
225-7522
E-mail: nsit@garnethealth.org

Facility Information

Adult Trauma

Center: Level 2 Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if

applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A

GARNET HEALTH MEDICAL CENTER - CATSKILL, GROVER HERMANN

Address: 8881 NYS Route 97, Callicoon, NY 12723

Main Phone: (845) 887-5530

Command Center

Location: Nurse's

Station Tel #1: (845)

887-5530 x2120

EOC E-mail: heoc@garnethealth.org

24 Hour Emergency Contact

Name: J. Miguel

Rodrigues Tel # office:

(845) 333-0039

E-mail: mrodrigues@garnethealth.org

Primary Emergency Manager

Name: J. Miguel

Rodrigues Tel # office:

(845) 333-0039

Mobile #: 845-742-8775

Chair of Emergency Management Committee

Name: J. Miguel

Rodrigues Tel # office:

(845) 333-0039

Mobile #: (845) 742-8775

E-mail: mrodrigues@garnethealth.org

Backup Emergency Manager

Name: Nelson Sit

Tel # office: 845-333-

0040 Mobile #: 917-

225-7522

E-mail: nstit@garnethealth.org

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

GARNET HEALTH MEDICAL CENTER CATSKILLS

Address: 68 Harris-Bushville Road,
Harris, NY 12742 Main Phone: (845)

7 Command Center

Location: Administrative
Conference Room Tel #1: (845)
794-8888
EOC E-mail: heoc@garnethealth.org

24 Hour Emergency Contact

Name: J. Miguel
Rodrigues Tel # office:
(845) 333-0039
E-mail: mrodrigues@garnethealth.org

Primary Emergency Manager

Name: J. Miguel
Rodrigues Tel # office:
845-333-0039 Mobile
#: 845-742-8775

Chair of Emergency Management Committee

Name: J. Miguel
Rodrigues Tel # office:
(845) 333-0039
Mobile #: (845) 742-8775
E-mail: mrodrigues@garnethealth.org

Backup Emergency Manager

Name: Nelson Sit
Tel # office: 845-333-
0040 Mobile #: 917-
225-7522
E-mail: nsit@garnethealth.org

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

GREENWICH HOSPITAL

Address: 5 Perryridge Road,
Greenwich, CT 06830 Main

P Command Center

Location: 5 Perryridge Road, Greenwich,
CT 06830 Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name: Michael
Wolpensinger Tel #
office: (203) 863-3128
E-mail:
Michael.Wolpensinger@greenwichhospital.org

Primary Emergency Manager

Name: John Pelazza
Tel # office: (203) 502-4623
Mobile #: (203) 650-5973
E-mail: John.Pelazza@ynhh.org

Chair of Emergency Management Committee

Name: John Pelazza
Tel # office: (203) 502-4623
Mobile #: (203) 650-5973
E-mail: John.Pelazza@ynhh.org

Backup Emergency Manager

Name: Robert
Messina Tel # office:
Mobile #: 203-914-2904
E-mail: robert.messina@greenwichhospital.org

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center:

Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

HACKENSACK UNIVERSITY MEDICAL CENTER

Address: 30 Prospect Avenue,
Hackensack, NJ 07601 Main

P

Command Center

Location: Hekemian Conference
Center Tel #1: (551) 996-4000
Liason Officer
EOC E-mail: incidentcommandcenter@hmhn.org

24 Hour Emergency Contact

Name:
Tel # office: (551) 996-
2000 E-mail:

Primary Emergency Manager

Name: Thomas
Calimano Tel # office:
(551) 996-4740
Mobile #: (201) 289-7951
E-mail: Thomas.Calimano@hmhn.org

Chair of Emergency Management Committee

Name: Thomas
Calimano Tel # office:
(551) 996-4740
Mobile #: (201) 289-7951
E-mail: Thomas.Calimano@hmhn.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn Unit:
Pediatric Trauma Center:
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): Evacuation Zone
(Nassau, if applicable):
Evacuation Zone (Suffolk, if
applicable): Evacuation Zone

(Westchester, if applicable):

HARTFORD HOSPITAL

Address: 80 Seymour Street,
Hartford, CT 06106 Main Phone:

Command Center

Location: 80 Jefferson Street, Room JB 118
(Hartford, CT) Tel #1: (860) 545-2147
EOC E-mail:
HHEMIncidentCommandTeam@hhchealth.
org

24 Hour Emergency Contact

Name: Patrick LaBuff
Tel # office: (860) 972-1230
E-mail: Patrick.LaBuff@hhchealth.org

Primary Emergency Manager

Name: Brian
Gould Tel #
office:
Mobile #:

Chair of Emergency Management Committee

Name:
Tel #
office:
Mobile #:

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

HOLY NAME

Address: 718 Teaneck Road,
Teaneck, NJ 07666 Main Phone:

Command Center
Location : Tel #1: EOC E-mail:

24 Hour Emergency Contact
Name: Tel # office:

Primary Emergency Manager
Name: Tel # office: Mobile #:

Chair of Emergency Management Committee
Name: Tel # office: Mobile #:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

HOSP OF CENTRAL CT - NEW BRITAIN

Address: 100 Grand Street, New
Britain, CT 06052 Main Phone:

Command Center

Location:

R

building

Tel #1:

(860) 999-1555

EOC E-mail:

24 Hour Emergency Contact

Name:

Janette

Edwards

Tel # office:

(860) 224-5272

E-mail:

Janette.Edwards@hhchealth.org

Primary Emergency Manager

Name:

Steven Albert

Tel # office:

(860) 224-5444

Mobile #:

(860) 604-2034

E-mail:

Steven.Albert@hhchealth.org

Chair of Emergency Management Committee

Name:

Steven Albert

Tel # office:

(860) 224-5444

Mobile #:

(860) 604-2034

E-mail:

Steven.Albert@hhchealth.org

Backup Emergency Manager

Name:

Tel

#

office:

Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

HOSP OF CENTRAL CT - SOUTHLINGTON/BRADLEY

Address: 81 Meriden Ave,
Southington, CT 06489 Main

Public Command Center

Location: 2nd Fl., Conference Room B and
Board Room **Tel #1:** (860) 999-1555
EOC E-mail:

24 Hour Emergency Contact

Name: Janette
Edwards **Tel # office:**
(860) 224-5272
E-mail: Janette.Edwards@hhchealth.org

Primary Emergency Manager

Name: Steven Albert
Tel # office: (860) 224-5445
Mobile #: (860) 604-2035
E-mail: Steven.Albert@hhchealth.org

Chair of Emergency Management Committee

Name: Steven Albert
Tel # office: (860) 224-5444
Mobile #: (860) 604-2034
E-mail: Steven.Albert@hhchealth.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center:

Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

HOSPITAL FOR SPECIAL SURGERY

Address: 535 East 70th Street, New
York, NY 10021 Main Phone: (212)

6 Command Center

Location: 535 East 70th Street, Room
840 West Tel #1: (212) 606-1379
EOC E-mail: sackmans@hss.edu

24 Hour Emergency Contact

Name: Giovanni
Abbruzzese Tel #
office: (212) 606-1676
E-mail: abbruzzeseg@hss.edu

Primary Emergency Manager

Name: Christine Clark
Tel # office: (917) 260-3155
Mobile #: (646) 621-0200
E-mail: clarkc@hss.edu

Chair of Emergency Management Committee

Name: David Helfet,
MD Tel # office: (212)
606-1888 Mobile #:
E-mail: helfetd@hss.edu

Backup Emergency Manager

Name: Christine
Clark Tel # office:
917-260-3155 Mobile
#: 646-621-0200
E-mail: ClarkC@hss.edu

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if
applicable): 3 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

JERSEY SHORE UNIVERSITY MEDICAL CENTER

Address: 1945 Route 33, Neptune, NJ 07753

Main Phone: (732) 775-5500

Command Center

Location: 1945 Route 33 (Neptune, NJ) 1st Floor

Administration

Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name: Douglas

Campbell Tel # office:

(732) 776-4180

E-mail:

Douglas.Campbell@hackensackmeridian.org

Primary Emergency Manager

Name: David Clark

Tel # office: (732) 776-4510

Mobile #: (848) 863-3417

E-mail: DavidC.Clark@hackensackmeridian.org

Chair of Emergency Management Committee

Name: Douglas

Campbell Tel # office:

(732) 776-4180

Mobile #: (732) 796-8402

E-mail:

Douglas.Campbell@hackensackmeridian.org

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: Level 1 Burn

Center / Burn Unit:

No

Pediatric Trauma

Center: Level 2 Stroke

Center: Yes

STEMI Center:

Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

JFK MEDICAL CENTER

Address: 65 James Street,

Edison, NJ 08820 Main Phone:

(
Command Center

Location: 65 James Street (Edison, NJ) 3rd
Floor Board room

Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel # office: (732) 321-

7000 E-mail:

Primary Emergency Manager

Name: Art Kreyling

Tel # office: (732) 375-4831

Mobile #: (908) 295-0216

E-mail: Arthur.Kreyling@hmn.org

Chair of Emergency Management Committee

Name: Art Kreyling

Tel # office: (732) 375-4831

Mobile #: (908) 295-0216

E-mail: Arthur.Kreyling@hmn.org

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center:

Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

KALEIDA HEALTH - BRADFORD REGIONAL MC

Address: 116 Interstate Parkway,
Bradford, PA 16701 Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel # office: (814) 368-4143

E-mail:

Primary Emergency Manager

Name: Jamie Backhus

Tel # office: (814) 368-4143

Mobile #: (484) 358-9482

E-mail: jbackhus@brmc.com

Chair of Emergency Management Committee

Name: Jamie Backhus

Tel # office: (814) 368-4143

Mobile #: (484) 358-9482

E-mail: jbackhus@brmc.com

Backup Emergency Manager

Name: David Miller

Tel # office:

Mobile #: (716) 244-1182

E-mail: DMiller15@KaleidaHealth.org

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

KALEIDA HEALTH - BUFFALO GENERAL M.C.

Address: 100 High Street,
Buffalo, NY 14203 Main Phone:

(
Command Center

Location: Cummings Conference
Center Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name: Nursing
Supervisor Tel #
office: (716) 368-2900
E-mail:

Primary Emergency Manager

Name: Ryan
Hejmanowski Tel #
office:
Mobile #: (716) 430-7203
E-mail: RHejmanowski@KaleidaHealth.org

Chair of Emergency Management Committee

Name: Ryan
Hejmanowski Tel #
office:
Mobile #: (716) 430-7203
E-mail: RHejmanowski@KaleidaHealth.org

Backup Emergency Manager

Name: William
Peterson Tel # office:
Mobile #: (716) 430-7203
E-mail: WPeterson@KaleidaHealth.org

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

KALEIDA HEALTH - DEGRAFF MEMORIAL HOSP.

Address: 445 Tremont Street, North
Tonawanda, NY 14120 Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

ED Charge RN

Tel # office:

(716) 690-2105

E-mail:

Primary Emergency Manager

Name:

Ryan Hejmanowski

Tel # office:

Mobile #:

(716) 430-7203

E-mail:

RHejmanowski@KaleidaHealth.org

Chair of Emergency Management Committee

Name:

Ryan Hejmanowski

Tel # office:

E-mail:

RHejmanowski@KaleidaHealth.org

Mobile #:

(716) 430-7203

Backup Emergency Manager

Name:

William Peterson

Tel # office:

Mobile #:

(716) 880-5724

E-mail:

WPeterson@KaleidaHealth.org

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if

applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A

KALEIDA HEALTH - MILLARD FILLMORE HOSP.

Address: 1540 Maple Road,
Williamsville, NY 14221 Main Phone:

(

Command Center

Location: SUB

Boardroom Tel #1:

(716) 568-6790

EOC E-mail:

24 Hour Emergency Contact

Name: Nursing

Supervisor Tel #

office: (716) 568-3621

E-mail:

Primary Emergency Manager

Name: Ryan

Hejmanowski Tel #

office:

Mobile #: (716) 430-7203

E-mail: RHejmanowski@KaleidaHealth.org

Chair of Emergency Management Committee

Name: Ryan

Hejmanowski Tel #

office:

Mobile #: (716) 430-7203

E-mail: RHejmanowski@KaleidaHealth.org

Backup Emergency Manager

Name: William

Peterson Tel #

office:

Mobile #: (716) 880-5724

E-mail: WPeterson@KaleidaHealth.org

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if

applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A

KALEIDA HEALTH - OISHEI CHILDREN'S HOSP.

Address: 818 Ellicott Street,
Buffalo, NY 14203 Main Phone:

Command Center Location: 818 Ellicott Street, Room 702 Tel #1: (716) 323-1500 EOC E-mail:	24 Hour Emergency Contact Name: Administrator on call Tel # office: (716) 323-2000 E-mail:
	Primary Emergency Manager Name: Ryan Hejmanowski Tel # office: Mobile #: (716) 430-7202

Chair of Emergency Management Committee Name: Ryan Hejmanowski Tel # office: Mobile #: (716) 430-7202	Backup Emergency Manager Name: William Peterson Tel # office: Mobile #: (716) 880-5724
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Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No

Pediatric Trauma

Center: Level 1 Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

KALEIDA HEALTH - OLEAN GENERAL HOSPITAL

Address: 515 Main Street,
Olean, NY 14760 Main

P

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel # office: (716) 373-

2600 E-mail:

Primary Emergency Manager

Name: Dave

Miller Tel #

office:

Mobile #: (716) 244-1182

Chair of Emergency Management Committee

Name: Dave

Miller Tel #

office:

Mobile #: (716) 244-1182

Backup Emergency Manager

Name: Jamie Backhus

Tel # office: (814) 368-4143

Mobile #: (484) 358-9482

E-mail: jbackhus@hrmc.com

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

LAWRENCE + MEMORIAL HOSPITAL

Address: 365 Montauk Avenue, New
London, CT 06320 Main Phone: (860)

4

Command Center

Location: 365 Montauk Avenue, New
London, CT Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name: Michael
Spellman Tel # office:
401-485-0800

Primary Emergency Manager

Name: Michael
Spellman Tel # office:
Mobile #: 401-485-0800
E-mail: Michael.Spellman@westerlyhospital.org

Chair of Emergency Management Committee

Name: Michael
Spellman Tel # office:
Mobile #: 401-485-0800
E-mail: Michael.Spellman@westerlyhospital.org

Backup Emergency Manager

Name: Brian Blondin
Tel # office: 860-271-
4862 Mobile #: 860-
224-0070

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MAIMONIDES MEDICAL CENTER (53)

Address: 4802 10th Avenue,

Brooklyn, NY 11219 Main Phone:

Command Center	
Location: Eisenstadt Building, Conference Room 2C Tel #1: (718) 283-6800	
EOC	E-mail: emergency_management@maimonidemed. org

24 Hour Emergency Contact
Name: William Howe
Tel # office: 347-645-4852
E-mail: whowe1@maimo.org

Primary Emergency Manager
Name: William Howe
Tel # office: (718) 283-1360
Mobile #: (347) 645-4852
E-mail: whowe1@maimo.org

Chair of Emergency Management Committee
Name: William Howe
Tel # office: (718) 283-1360
Mobile #: (347) 645-4852
E-mail: whowe1@maimo.org

Backup Emergency Manager
Name: Karen Kobus
Tel # office: 718-283-8958
Mobile #: 347-562-2850

Facility Information

Adult Trauma

Center: Level 1 Burn

Center / Burn Unit:

No

Pediatric Trauma

Center: Level 2 Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if applicable): Out of Zone

Evacuation Zone (Nassau, if applicable): N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MAIMONIDES MIDWOOD COMMUNITY HOSPITAL (92)

Address: 2525 Kings Highway,

Brooklyn, NY 11229 Main Phone:

Command Center
Location: 2525 Kings Highway, Sr VP/CNO office Tel #1: (718) 692-5306 EOC E-mail: bmolchanskiy@nych.com

24 Hour Emergency Contact
Name: Boris Molchanskiy Tel # office: (718) 692-5306/ (718) 692-8751 E-mail: bmolchanskiy@nych.com

Primary Emergency Manager
Name: Boris Molchanskiy Tel # office: (718) 692-5306/ (718) 692-8751 Mobile #: (917) 747-3249 E-mail: bmolchanskiy@nych.com

Chair of Emergency Management Committee
Name: Ismael Fontanez Tel # office: (718) 692-5380/ (718) 448-2642 Mobile #: (347) 680-7655 E-mail: ifontanez@nych.com

Backup Emergency Manager
Name: Ismael Fontanez Tel # office: 718-692-5380 Mobile (347) 680-7655

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if
applicable): 5 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MEDISYS - FLUSHING HOSPITAL M.C. (33)

Address: 45th Avenue at Parsons Boulevard,
Flushing, NY 11355 Main Phone: 718-670-

5

Command Center

Location: 4500 Parsons
Boulevard Tel #1: 718-206-
7800
EOC E-mail: medisysem1@jhmc.org

24 Hour Emergency Contact

Name: Mark Marino
Tel # office: 718-206-7800
E-mail: mmarino@ihmc.org

Primary Emergency Manager

Name: Mark Marino
Tel # office: 718-206-
7800 Mobile #: 718-
206-7800

Chair of Emergency Management Committee

Name: Mark Marino
Tel # office: (718) 206-8010
Mobile #: (718) 206-7800
E-mail: mmarino@ihmc.org

Backup Emergency Manager

Name: John Keogh
Tel # office: 718-206-
7800 Mobile #: 718-
206-7800

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

MEDISYS - JAMAICA HOSPITAL M.C. (34)

Address: 8900 Van Wyck Expressway,
Jamaica, NY 11418-2897 Main Phone:

7

Command Center

Location: 134-20 Jamaica Avenue, Jamaica
NY 11418 Tel #1: 718-206-7800
EOC E-mail: medisysem1@jhmc.org

24 Hour Emergency Contact

Name: Mark Marino
Tel # office: 718-206-7800
E-mail: mmarino@ihmc.org

Primary Emergency Manager

Name: Mark Marino
Tel # office: 718-206-
7800 Mobile #: 718-
206-7800

Chair of Emergency Management Committee

Name: Mark Marino
Tel # office: (718) 206-8010
Mobile #: (718) 206-7800
E-mail: mmarino@ihmc.org

Backup Emergency Manager

Name: John Keogh
Tel # office: 718-206-
7800 Mobile #: 718-
206-7800

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

MEM HOSP FOR CANCER & ALLIED DIS. (08)

Address: 1275 York Avenue, New
York, NY 10065 Main Phone:

Command Center

Location: MSKCC -Memorial Hospital,
Room M-107 Tel #1: (212) 639-2222
EOC E-mail: emergencymgmt@mskcc.org

24 Hour Emergency Contact

Name: Emergency Management Duty
Officer Tel # office: 646-888-5555
E-mail: emergencymgmt@mskcc.org

Primary Emergency Manager

Name: Walter
Kowalczyk Tel #
office: (646) 888-8528
Mobile #: (646) 648-2255

Chair of Emergency Management Committee

Name: Walter
Kowalczyk Tel #
office: (646) 888-8528
Mobile #: (646) 648-2255

Backup Emergency Manager

Name: J. Neufeld/J. Stewart/B. DelGrosso
Tel # office: 646-888-8529/646-888-8497/646-888-
8536 Mobile #: 646-901-1762/917-816-2070/929-
746-0517

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if
applicable): Out of Zone

Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

MIDSTATE MEDICAL CENTER

Address: 435 Lewis Avenue,
Meriden, CT 06451 Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel #

office:

Primary Emergency Manager

Name: Kelly Walsh

Tel # office: (860) 387-

8284 Mobile #:

E-mail: kelly.walsh@hhchealth.org

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center:

Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

MONTEFIORE - CHILDREN'S (CHAM) (29P)

Address: 3415 Bainbridge Avenue,
Bronx, NY 10467-2490 Main Phone:

Command Center

Location: 111 East 210 Street
Tel #1: 7189202996
EOC E-mail: eoc@montefiore.org

24 Hour Emergency Contact

Name: Michael
Moculski Tel # office:
(914) 879-3511

Primary Emergency Manager

Name: Michael
Moculski Tel # office:
7189207600 Mobile #:
(914) 879-3511

Chair of Emergency Management Committee

Name: Michael
Moculski Tel # office:
(718) 920-7600
Mobile #: (914) 879-3511

Backup Emergency Manager

Name: Jared
Shapiro Tel # office:
7189207600 Mobile #:
(914) 879-3511

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

MONTEFIORE - EINSTEIN CAMP (WEILER) (22)

Address: 1825 Eastchester Road,
Bronx, NY 10461 Main Phone: (718)

9

Command Center

Location: Administrative Board
Room Tel #1: (718) 904-2951
EOC E-mail: eoc@montefiore.org

24 Hour Emergency Contact

Name: Michael
Moculski Tel # office:
(914) 879-3511

Primary Emergency Manager

Name: Michael
Moculski Tel # office:
718-920-7600 Mobile
(914) 879-3511

Chair of Emergency Management Committee

Name: Deborah White
Tel # office: (718) 904-2905
Mobile #: (646) 772-2093
E-mail: dwhite@montefiore.org

Backup Emergency Manager

Name: Jared
Shapiro Tel # office:
7189207600 Mobile
(914) 879-3511

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): 6 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MONTEFIORE - MOSES CAMPUS (29)

Address: 111 East 210th Street,
Bronx, NY 10467 Main Phone:

Command Center

Location: Executive Conference Room - Klau 3 Tel #1: (718) 920-2996
EOC E-mail: eoc@montefiore.org

24 Hour Emergency Contact

Name: Michael Moculski Tel # office: (914) 879-3511

Primary Emergency Manager

Name: Michael Moculski Tel # office: 718-920-7600 Mobile (914) 879-3511

Chair of Emergency Management Committee

Name: David Esses, MD Tel # office: (718) 920-2084
Mobile #: (646) 702-0465

Backup Emergency Manager

Name: Jared Shapiro Tel # office: 7189207600 Mobile (914) 879-3511

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

MONTEFIORE - MOUNT VERNON HOSPITAL (89)

Address: 12 North 7th Avenue, Mt.
Vernon, NY 10550 Main Phone:

Command Center

Location: Board Room, 1st
Floor Tel #1: (914) 664-
8000 X3030
EOC E-mail: eoc@montefiore.org

24 Hour Emergency Contact

Name: Michael
Moculski Tel # office:
(914) 879-3511

Primary Emergency Manager

Name: Michael
Moculski Tel # office:
(718) 920-7600
Mobile #: (914) 879-3511

Chair of Emergency Management Committee

Name: Michael
Moculski Tel # office:
(718) 920-7600
Mobile #: (914) 879-3511

Backup Emergency Manager

Name: Jared
Shapiro Tel # office:
7189207600 Mobile
#: 9148793511

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

MONTEFIORE - NEW ROCHELLE (80)

Address: 16 Guion Place, New Rochelle, NY 10801 Main Phone:

Command Center

Location: 16 Guion Place Tel #1: 9143654540 EOC E-mail: eoc@montefiore.org

24 Hour Emergency Contact

Name: Michael Moculski Tel # office: (914) 879-3511

Primary Emergency Manager

Name: Michael Moculski Tel # office: 718-920-7600 Mobile: (914) 879-3511

Chair of Emergency Management Committee

Name: Michael Moculski Tel # office: (718) 920-7600 Mobile #: (914) 879-3511

Backup Emergency Manager

Name: Jared Shapiro Tel # office: 7189207600 Mobile: (914) 879-3511

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if applicable): N/A Evacuation
Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

MONTEFIORE - NYACK

Address: 160 North Midland Avenue,
Nyack, NY 10960 Main Phone: 845-

3 Command Center

Location: Admin. Conf. Room 1st Fl. (160 N.
Midland Ave., Nyack, NY)
Tel #1: 845 875 2039
EOC E-mail:

24 Hour Emergency Contact

Name: Steven Apicella
Tel # office: (845) 348-3061
E-mail: apicellas@montefiorenyack.org

Primary Emergency Manager

Name: Steve Apicella;
Tel # office: 845-348-
3061 Mobile #: N/A
E-mail: apicellas@montefiorenyack.org

Chair of Emergency Management Committee

Name: Steven Apicella
Tel # office: (845) 348-3061
Mobile #: (845) 558-7642
E-mail: apicellas@montefiorenyack.org

Backup Emergency Manager

Name: Louis Cook
Tel # office: 877-467-
0147 Mobile #:
E-mail: louis@IMScammand.com

Facility Information

Adult Trauma

Center: Level 3 Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MONTEFIORE - ST LUKE'S CORNWALL/NEWBURGH

Address: 70 Dubois Street,
Newburgh, NY 12550 Main

P

Command Center

Location: 70 Dubois
St Tel #1: 845-568-
2474
EOC E-mail: N/A

24 Hour Emergency Contact

Name: Marc Harrington
Tel # office: (845) 564-1100 Ext 3044
E-mail: Mharrington@montefioreslc.org

Primary Emergency Manager

Name: Marc
Harrington Tel #
office: 845-667-4944
Mobile #: 845-667-

Chair of Emergency Management Committee

Name: Marc Harrington
Tel # office: (845) 564-1100 Ext 3044
Mobile #: (845) 667-4944; 845-375-0762
E-mail: Mharrington@montefioreslc.org

Backup Emergency Manager

Name: Joseph Surace
Tel # office: 845-561-
4400 Mobile #: 914-
755-7330

Facility Information
Adult Trauma
Center: Level 3 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MONTEFIORE - WAKEFIELD CAMPUS (28)

Address: 600 East 233 Street, Bronx, NY 10466

Main Phone: (718) 920-9000

Command Center Location: 600 East 233rd Street, Board Room Tel #1: (718) 920-9779 EOC E-mail: eoc@montefiore.org	24 Hour Emergency Contact Name: Michael Moculski Tel # office: (914) 879-3511
	Primary Emergency Manager Name: Michael Moculski Tel # office: 718-920-7600 Mobile (914) 879-3511
Chair of Emergency Management Committee Name: Babak Toosi Tel # office: (718) 920-9137 Mobile #: (646) 996-3259 E-mail: btoosi@montefiore.org	Backup Emergency Manager Name: Jared Shapiro Tel # office: 7189207600 Mobile (914) 879-3511

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if applicable): Out of Zone

Evacuation Zone (Nassau, if applicable): N/A Evacuation Zone

(Suffolk, if applicable): N/A

Evacuation Zone (Westchester, if applicable): N/A

MONTEFIORE - WESTCHESTER SQUARE (88)

Address: 2475 St. Raymond Avenue,
Bronx, NY 10461 Main Phone: (718)

4

Command Center

Location: Touch Down Office,
1st floor Tel #1: (718) 430-7503
EOC E-mail: eoc@montefiore.org

24 Hour Emergency Contact

Name: Michael
Moculski Tel # office:
(718) 920-7600

Primary Emergency Manager

Name: Michael
Moculski Tel # office:
(718) 920-7600
Mobile #: (914) 870-2511

Chair of Emergency Management Committee

Name: Michael
Moculski Tel # office:
(718) 920-7600
Mobile #: (914) 870-2511

Backup Emergency Manager

Name: Jared
Shapiro Tel # office:
7189207600 Mobile
#: 9148704254

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): 6 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MONTEFIORE - WINIFRED M. BURKE REHAB

Address: 785 Mamaroneck Avenue,
White Plains, NY 10605 Main Phone:

(Command Center Location: Alexander Building, Conf. Rm. #217 Tel #1: (914) 597-2231 EOC E-mail: jschassler@burke.org	24 Hour Emergency Contact Name: Brian Swift Tel # office: (914) 597-2217 E-mail:
Chair of Emergency Management Committee Name: John Schassler Tel # office: (914) 597-2488 Mobile #: (914) 275-6459 E-mail: jschassler@burke.org	Primary Emergency Manager Name: John Schassler Tel # office: (914) 597-2488 Mobile #: (914) 275-6459 E-mail: jschassler@burke.org
	Backup Emergency Manager Name: Brian Swift Tel # office: 914 597-2217 Mobile #: 914-384-2982 E-mail: bswift@burke.org

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

MOUNT SINAI BETH ISRAEL (03)

Address: East 16th Street at 1st Avenue,
New York, NY 10003 Main Phone: (212)

4

Command Center

Location: Dazian Building, 2nd Floor,
Board Room Tel #1: (212) 420-3887
EOC E-mail:

24 Hour Emergency Contact

Name: Elizabeth
Sellman Tel # office:
(212) 420-3454

Primary Emergency Manager

Name: Boyd Dixon
Tel # office: (212) 420-2379
Mobile #: (332) 208-3865
E-mail: Boyd.Dixon@mountsinai.org

Chair of Emergency Management Committee

Name: Boyd Dixon
Tel # office: (212) 420-2379
Mobile #: (332) 208-3865
E-mail: Boyd.Dixon@mountsinai.org

Backup Emergency Manager

Name: Elizabeth
Sellman Tel # office:
212-420-3454 Mobile
315-565-0044

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): 4 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MOUNT SINAI BROOKLYN (93)

Address: 3201 Kings Highway,

Brooklyn, NY 11234 Main Phone:

Command Center	
Location:	Conference Room A
Tel #1:	(718) 951-9665
EOC E-mail:	MSBcommand@mountsinai.org

24 Hour Emergency Contact	
Name:	Scott Lorin
Tel # office:	(718) 951-3001
E-mail:	scott.lorin@mountsinai.org

Primary Emergency Manager	
Name:	Josef Ehntholt
Tel # office:	(718) 951-9348
Mobile #:	(917) 439-7600
E-mail:	josef.ehntholt@mountsinai.org

Chair of Emergency Management Committee	
Name:	Josef Ehntholt
Tel # office:	(718) 951-9348
Mobile #:	(917) 439-7600
E-mail:	josef.ehntholt@mountsinai.org

Backup Emergency Manager	
Name:	Don Boyce
Tel # office:	646-901-7838
Mobile #:	646-901-7838

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if applicable): 5 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MOUNT SINAI HOSPITAL (13)
Address: 1 Gustave Levy Place,
New York, NY 10029 Main Phone:

2

Command Center

Location: 1425 Madison Ave NYC
NY 10029 Tel #1: 212-241-9001
EOC E-mail: MSHCommand@mountsinai.org

24 Hour Emergency Contact

Name: Donald
Cardone Tel # office:
(212) 241-0541

Primary Emergency Manager

Name: Don Cardone
Tel # office: 646-208-
3311 Mobile #: 646-
208-3311

Chair of Emergency Management Committee

Name: Michael
Kaufman Tel # office:
Mobile #: (929) 736-0901
E-mail: michael.kaufman@mountsinai.org

Backup Emergency Manager

Name: Don Cardone
Tel # office: 646-208-
3311 Mobile #: 646-
208-3311

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

MOUNT SINAI MORNINGSIDE (20)

Address: 1111 Amsterdam Avenue, New York, NY 10025 Main Phone: (212) 523-

4 Command Center

Location: 1111 Amsterdam Avenue, 1st floor DMC Tel #1: (212) 523-2222
EOC E-mail:

24 Hour Emergency Contact

Name: Shannan
Saunders Tel # office:
(212) 523-0327

Primary Emergency Manager

Name: Aminata
Dumbuya Tel # office:
(212) 523-7866
Mobile #: 646 581 0076

Chair of Emergency Management Committee

Name: Aminata
Dumbuya Tel # office:
212-523-7866 Mobile #:
646 581 0076

Backup Emergency Manager

Name: Don
Boyce Tel #
office: N/A
Mobile #: 646 901 7828

Facility Information

Adult Trauma

Center: Level 2 Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if applicable): Out of Zone

Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

MOUNT SINAI NY EYE & EAR INFIRMARY (61)

Address: 310 East 14th Street, New
York, NY 10003 Main Phone: (212)

9

Command Center

Location: 310 E. 14th Street, Board
Room Tel #1: (212) 979-4603
EOC E-mail:

24 Hour Emergency Contact

Name: Elizabeth
Sellman Tel # office:
(212) 420-3454

Primary Emergency Manager

Name: Boyd Dixon
Tel # office: (212) 420-2379
Mobile #: (332) 208-3865
E-mail: Boyd.Dixon@mountsinai.org

Chair of Emergency Management Committee

Name: Boyd Dixon
Tel # office: (212) 420-2379
Mobile #: (332) 208-3865
E-mail: Boyd.Dixon@mountsinai.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): 5 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MOUNT SINAI QUEENS (71)

Address: 25-10 30th Avenue,
Queens, NY 11102 Main Phone:

7

Command Center

Location: 30-14 Crescent
Street Tel #1: 718-906-
6210
EOC E-mail: MSQCommand@mountsinai.org

24 Hour Emergency Contact

Name: Cameron Hernandez,
MD Tel # office: (718) 267-
4320

Primary Emergency Manager

Name: Don Cardone
Tel # office: 646-208-
3311 Mobile #: 646-
208-3311

Chair of Emergency Management Committee

Name: Michael
Kaufman Tel # office:
Mobile #: 929-736-0901
E-mail: michael.kaufman@mountsinai.org

Backup Emergency Manager

Name: Don Cardone
Tel # office: 646-208-
3311 Mobile #: 646-
208-3311

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

MOUNT SINAI SOUTH NASSAU (52)

Address: One Healthy Way,
Oceanside, NY 11572 Main

P

Command Center

Location: One Healthy Way,
Oceanside, NY Tel #1: (516) 632-
3070
EOC E-mail:

24 Hour Emergency Contact

Name: Nursing Administrative
Supervisor Tel # office: (516) 632-
3910 or (516) 632-3000

Primary Emergency Manager

Name: Jennifer
Mandel Tel # office:
(516) 632-4965
Mobile #: (917) 968-7828

Chair of Emergency Management Committee

Name: Jennifer
Mandel Tel # office:
(516) 632-4965
Mobile #: (917) 968-7828

Backup Emergency Manager

Name: Dawn Keiley
Tel # office: 516-632-
4158 Mobile #: 516-985-9762

Facility Information
Adult Trauma
Center: Level 2 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable): 3

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MOUNT SINAI SN FREE-STANDING E.D. (50)

Address: 325 E. Bay Drive, Long
Beach, NY 11561 Main Phone:

5

Command Center

Location: One Healthy Way,
Oceanside, NY Tel #1: (516) 632-
3071
EOC E-mail:

24 Hour Emergency Contact

Name: Nursing Administrative
Supervisor Tel # office: (516) 632-
3910 or (516) 632-3200

Primary Emergency Manager

Name: Jennifer
Mandel Tel # office:
(516) 632-4966
Mobile #: (917) 968-7820

Chair of Emergency Management Committee

Name: Jennifer
Mandel Tel # office:
(516) 632-4966
Mobile #: (917) 968-7820

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable): 1

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

MOUNT SINAI WEST (18)

Address: 1000 Tenth Avenue, New York, NY 10019 Main Phone: 212-

5

Command Center

Location: 1000 Tenth Ave Tel #1: 212-636-3636 EOC E-mail: MSWcommand@mountsinai.org

24 Hour Emergency Contact

Name: Aminata Dumbuya Tel # office: 646-581-0976

Primary Emergency Manager

Name: Aminata Dumbuya Tel # office: 212-523-7866 Mobile #: 646-581-0976

Chair of Emergency Management Committee

Name: Aminata Dumbuya Tel # office: (646) 581-0976 E-mail: Aminata.Dumbuya@mountsinai.org

Backup Emergency Manager

Name: Don Boyce Tel # office: N/A Mobile #: 646-001-7828

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

MOUNTAINSIDE MEDICAL CENTER

Address: Bay and Highland Avenues,
Montclair, NJ 07042 Main Phone: (973)

4	Command Center
Location: 3rd Floor Tel #1: (973) 429-6818 EOC jonathan.miller34@mountainsidehosp.com E-mail:	

24 Hour Emergency Contact
Name: Jonathan Miller Tel # office: (973) 429-6574

Primary Emergency Manager
Name: Karen Palatella Tel # office: (973) 680-7810 Mobile #: (201) 321-8673 E-mail: Karen.Palatella@mountainsidehosp.com

Chair of Emergency Management Committee
Name: Karen Palatella Tel # office: (973) 680-7810 Mobile #: (201) 321-8673 E-mail: Karen.Palatella@mountainsidehosp.com

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NASSAU UNIVERSITY MEDICAL CENTER (82)

Address: 2201 Hempstead Turnpike, East Meadow, NY 11554 Main Phone: (516) 572-

0

Command Center

Location: DCB, 2201 Hempstead Turnpike, Rm 3502 Tel #1: (516) 571-8811 EOC E-mail:

24 Hour Emergency Contact

Name: Other

Tel # office: (516) 572-3366 E-mail:

Primary Emergency Manager

Name: Mary Harms DuMola Tel # office: (516) 296-7389 Mobile #: (516) 567-6100

Chair of Emergency Management Committee

Name: Mary Harms DuMola Tel # office: (516) 296-7389 Mobile #: (516) 567-6100

Backup Emergency Manager

Name: Michael Ferrandino Tel # office: (516)572-3131 Mobile #:

Facility Information
Adult Trauma Center:
Level 1 Burn Center /
Burn Unit: Yes
Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation Zone
(Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NATCHAUG HOSPITAL

Address: 189 Storrs Road, Mansfield
Center, CT 06250 Main Phone: (860)

4

Command Center

Location:

Tel #1: (860) 696-9866

EOC E-mail:

24 Hour Emergency Contact

Name: Thomas King

Tel # office: (860) 465-5903

E-mail:

Primary Emergency Manager

Name: Siobhan McRitchie

Tel # office: 860-207-0056

Mobile #:

E-mail: Siobhan.McRitchie@hhbhealth.org

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center:

Evacuation Zone (NYC, if applicable): N/A

Evacuation Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NEW MILFORD HOSPITAL

Address: 21 Elm Street, New
Milford, CT 06776 Main Phone:

Command Center
Location : Tel #1: EOC E-mail:

24 Hour Emergency Contact
Name: Tel # office:

Primary Emergency Manager
Name: Blair Balmforth Tel # office: Mobile #:

Chair of Emergency Management Committee
Name: Tel # office: Mobile #:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

NEWPORT HOSPITAL
Address: 20 Powell Avenue,
Newport, RI 02840 Main Phone:

Command Center

Location
: Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name:
Tel #
office:

Primary Emergency Manager

Name:
Tel #
office:
Mobile #:

Chair of Emergency Management Committee

Name:
Tel #
office:
Mobile #:

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): Evacuation Zone
(Nassau, if applicable):

Evacuation Zone (Suffolk, if applicable): Evacuation Zone (Westchester, if applicable):

NIAGARA FALLS MEMORIAL MEDICAL CENTER

Address: 621 Tenth Street, Niagara Falls, NY 14302
Main Phone: (716)

2

Command Center

Location: 621 Tenth Street, Niagara Falls, NY
Tel #1: (716) 278-4100
EOC E-mail: none

24 Hour Emergency Contact

Name: Patrick Bradley
Tel # office: (716) 278-4569
E-mail: nat.bradley@nfmhc.org

Primary Emergency Manager

Name: Patrick Bradley
Tel # office: (716) 278-4569
Mobile #: (716) 200-9829
E-mail: pat.bradley@nfmhc.org

Chair of Emergency Management Committee

Name: Patrick Bradley
Tel # office: (716) 278-4569
Mobile #: (716) 200-9829
E-mail: pat.bradley@nfmhc.org

Backup Emergency Manager

Name: Patrick Corsaro
Tel # office: 716-278-4342
Mobile: 716-584-5855

Facility Information
Adult Trauma
Center: No
Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A
Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - COHEN CHILDREN'S MC (35P)

Address: 269-01 76th Ave, New Hyde
Park, NY 11040 Main Phone: (718)

4

Command Center

Location: Administration
CH-172 Tel #1: (718) 470-
3232
EOC E-mail: ccmceoc@northwell.edu

24 Hour Emergency Contact

Name:
Tel # office: (718) 413-1776
E-mail: Bbelbanno@northwell.edu

Primary Emergency Manager

Name: Samantha
Benedetto Tel # office:
(718) 470-8791
Mobile #: (516) 615-6440

Chair of Emergency Management Committee

Name: Rafael Barrera,
MD Tel # office: (718)
470-7210
Mobile #: (516) 448-0272

Backup Emergency Manager

Name: Michael
McCabe Tel # office:
718-470-7202 Mobile
#: 888-886-6657

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No

Pediatric Trauma

Center: Level 1 Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if
applicable): Out of Zone

Evacuation Zone (Nassau, if applicable): N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - GLEN COVE HOSPITAL

Address: 101 St. Andrew Lane, Glen
Cove, NY 11542 Main Phone: (516)

6

Command Center

Location: Toffler Board Room,
1st Floor Tel #1: (516) 674-
5001/5002/5003/5005

EOC

E-mail: GCEmergencyManagement@northwell.edu

24 Hour Emergency Contact

Name: Lenny

Mormino Tel # office: (516) 719-2788

Primary Emergency Manager

Name: Leonard

Mormino Tel # office: (516) 719-2788

Mobile #: (516) 310-8422

Chair of Emergency Management Committee

Name: John Colletta, MD

Tel # office: (516) 674-
7312/7306 Mobile #: (631)
607-2000

Backup Emergency Manager

Name: Anthony

Medaglia Tel # office: 516-674-1615 Mobile
311

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if
applicable): N/A Evacuation Zone
(Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - HUNTINGTON HOSPITAL

Address: 270 Park Avenue,
Huntington, NY 11743 Main

P

Command Center

Location:

Administration Tel #1:

(631) 351-2400/2599

EOC E-mail:

24 Hour Emergency Contact

Name: Other

Tel # office: (631) 351-

2200 E-mail:

Primary Emergency Manager

Name: Lorraine Maier

Tel # office: (631) 351-2623

Mobile #: (631) 219-5303

E-mail: LMaier@northwell.edu

Chair of Emergency Management Committee

Name: Leonardo Huertas,

MD Tel # office: (631) 351-

2650/2254 Mobile #: (516)

554-5144

Backup Emergency Manager

Name: Patrick Ilnitzki

Tel # office: (631) 351-2523

Mobile #: (631) 796-9111

E-mail: pilnitzki@northwell.edu

Facility Information
Adult Trauma
Center: Level 3 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): 1 Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - L.I.J. FOREST HILLS (77)

Address: 102-01 66th Road, Forest Hills, NY 11375 Main Phone: (718)

8

Command Center

Location: Facilities Management Office, Basement Tel #1: (718) 830-1020 EOC E-mail: FHSecurity@northwell.edu

24 Hour Emergency Contact

Name: Andreas Nicou

Tel # office: (631) 513-0779

E-mail: anicou@northwell.edu

Primary Emergency Manager

Name: Vincent Olivieri

Tel # office: (718) 830-1160

Mobile #: (347) 956-5148

E-mail: volivieri@northwell.edu

Chair of Emergency Management Committee

Name: Christopher Calandrella, DO Tel # office: (718) 830-4167

Mobile #: (718) 404-8826

Backup Emergency Manager

Name: Alan Gaspard

Tel # office: (718) 830-4105

Mobile #: (718) 517-0677

E-mail: agaspard@northwell.edu

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

NORTHWELL - L.I.J. MEDICAL CENTER (35)

Address: 270-05 76th Ave, New Hyde
Park, NY 11040 Main Phone: (718)

4

Command Center

Location: Teaching Center Board
Room Tel #1: (718) 470-5000
EOC E-mail: LIJEOC@northwell.edu

24 Hour Emergency Contact

Name:
Tel # office: (718) 470-7000
E-mail: Pcannava@northwell.edu

Primary Emergency Manager

Name: Samantha
Benedetto Tel # office:
(718) 470-8791
Mobile #: (516) 615-6440

Chair of Emergency Management Committee

Name: Rafael Barrera,
MD Tel # office: (718)
470-7210
Mobile #: (516) 448-0272

Backup Emergency Manager

Name: Michael
McCabe Tel # office:
Mobile #:
E-mail: mccabe5@northwell.edu

Facility Information
Adult Trauma
Center: Level 2 Burn
Center / Burn Unit:
No
Pediatric Trauma
Center: Level 1 Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): Out of Zone

Evacuation Zone (Nassau, if applicable): N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - L.I.J. VALLEY STREAM (74)

Address: 900 Franklin Avenue, Valley Stream, NY 11580 Main Phone: (516)

2

Command Center

Location: Administration

Offices Tel #1: (516) 256-6500

EOC E-mail:

24 Hour Emergency Contact

Name: Jason Tan

Tel # office: (516) 256-6505

E-mail:

Primary Emergency Manager

Name: Freddy Barias

Tel # office: (516) 256-6246

Mobile #:

E-mail: fbarias@northwell.edu

Chair of Emergency Management Committee

Name: Salvatore Pardo

Tel # office: (516) 256-6353

Mobile #: (646) 389-7636

E-mail: spardo@northwell.edu

Backup Emergency Manager

Name: lloyd Jarrett

Tel # office: 516-256-6323

Mobile #: 516-462-0522

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if applicable): N/A Evacuation Zone (Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - LENOX HILL HOSPITAL (11)

Address: 100 East 77th Street, New York, NY 10075 Main Phone: 212

4

Command Center

Location: 100 East 77th street Tel #1: 212-434-3800
EOC E-mail: LHHEOC@northwell.edu

24 Hour Emergency Contact

Name:

Tel # office:

Primary Emergency Manager

Name: Michael Karam Tel # office:

Mobile #: (347)-604-8630

E-mail: mkaram@northwell.edu

Chair of Emergency Management Committee

Name: Yves Duroseau

Tel # office: (212) 434-3045

Mobile #: (646) 323-8005

E-mail: yduroseau@northwell.edu

Backup Emergency Manager

Name: Jennifer Carley

Tel # office: (212) 434-4278

Mobile #: (917) 584-5564

E-mail: jcarley@northwell.edu

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

NORTHWELL - LENOX HILL - GREENWICH (06)

Address: 30 7th Avenue, New
York, NY 10011 Main Phone:

Command Center

Location:

30 7th Avenue, 6th Floor
Conference Room Tel #1: (212) 434-3800

EOC

LHHCommandCenter@northwell.edu

E-mail:

24 Hour Emergency Contact

Name:

Yaritza Cano

Tel # office:

(646) 799-7630, (646) 852-4017

E-mail:

vcordero1@northwell.edu

Primary Emergency Manager

Name:

George
Hohenberger Tel #

office:

(212) 434-2793

Mobile #:

(516) 902-8758

Chair of Emergency Management Committee

Name:

Yves Duroseau

Tel # office:

(212) 434-3045

Mobile #:

(646) 323-8005

E-mail:

vduroseau@northwell.edu

Backup Emergency Manager

Name:

Yaritza Cano

Tel # office:

(646) 665-6504

Mobile #:

(646) 799-7630

E-mail:

Vcordero1@northwell.edu

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): 5 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - MATHER HOSPITAL
Address: 75 North Country Road, Port
Jefferson, NY 11777 Main Phone: (631)

4

Command Center

Location: Conference Rooms
A & B Tel #1: (631) 686-
7859
EOC E-mail: rmccusker@northwell.edu

24 Hour Emergency Contact

Name: Richard
McCusker Tel # office:
(631) 686-2540

Primary Emergency Manager

Name: Richard
McCusker Tel # office:
(631) 686-2540
Mobile #: (631) 275-2027

Chair of Emergency Management Committee

Name: Richard
McCusker Tel # office:
(631) 686-2540
Mobile #: (631) 275-2027

Backup Emergency Manager

Name: Kris Brandt
Tel # office: 631-686-
7896 Mobile #: 631-
674-4825

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): 2 Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - MEETH (05)
Address: 210 East 64th Street, New
York, NY 10021 Main Phone: (212)

7

Command Center

Location: 210 East 64th Street, 9th Floor
Conference Room Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name:
Tel # office:

Primary Emergency Manager

Name: Michael
Karam Tel # office:
Mobile #: (347)-604-8630
E-mail: mkaram@northwell.edu

Chair of Emergency Management Committee

Name: Yves Duroseau
Tel # office: (212) 434-3045
Mobile #: (646) 323-8005
E-mail: yduroseau@northwell.edu

Backup Emergency Manager

Name: Jennifer Carley
Tel # office: (212) 434-4278
Mobile #: (917) 584-5564
E-mail: JCarley@northwell.edu

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

NORTHWELL - NORTH SHORE U. HOSP. (78)

Address: 300 Community Drive,

Manhasset, NY 11030 **Main Phone:**

5	Command Center	24 Hour Emergency Contact
	Location: 300 Community	Name: Gintu James
	Drive Tel #1: 5165623500	Tel # office: (347) 439-2491
	EOC E-mail: N/A	E-mail: gjames1@northwell.edu
		Primary Emergency Manager
		Name: Ilyssa Kritz
		Tel # office: 516-302-
		6081 Mobile #:
		E-mail: Ikleinert@northwell.edu

Chair of Emergency Management Committee

Name: Rashmeet

Gujral **Tel # office:**

(516) 562-3090 **Mobile**

Backup Emergency Manager

Name: Thomas La

Sala **Tel # office:** 631-

335-4202 **Mobile #:**

E-mail: tloale@northwell.edu

Facility Information

Adult Trauma

Center: Level 1 **Burn**

Center / Burn Unit:

No Pediatric Trauma

Center: N/A **Stroke**

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if

applicable): N/A **Evacuation Zone**

(Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - NORTHERN WESTCHESTER HOSP

Address: 400 East Main Street, Mount
Kisco, NY 10549 Main Phone: (914) 666-

1

Command Center

Location: Administrative
Conference Room Tel #1: (914)
242-8303
EOC E-mail:

24 Hour Emergency Contact

Name: Aaron Scharf
Tel # office: (914) 242-7957
E-mail: ascharf1@northwell.edu

Primary Emergency Manager

Name: Aaron Scharf
Tel # office: (914) 242-7957
Mobile #: (516) 306-3546
E-mail: ascharf1@northwell.edu

Chair of Emergency Management Committee

Name: Aaron Scharf
Tel # office: (914) 242-7957
Mobile #: (516) 306-3546
E-mail: ascharf1@northwell.edu

Backup Emergency Manager

Name: Eric
Hartmann Tel #
office: 914-242-8300
Mobile #: 914-242-

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

NORTHWELL - PECONIC BAY M.C.

Address: 1300 Roanoke Avenue,
Riverhead, NY 11901 Main Phone:

Command Center

Location: Conference Rooms A,
B, & C Tel #1: (631) 548-6100
EOC E-mail: PBMC-
EmergencyManagement@northwell. edu

24 Hour Emergency Contact

Name: Nursing Supervisor
Tel # office: (631) 548-6000; page
overhead E-mail:

Primary Emergency Manager

Name: Jane
Costantino Tel #
office: (631) 548-6448
Mobile #: (631) 461-0214

Chair of Emergency Management Committee

Name: Jane
Costantino Tel #
office: (631) 548-6448
Mobile #: (631) 461-0214

Backup Emergency Manager

Name: Joanne
Costantino Tel #
office: (631) 548-6872
Mobile #: (631) 461-0685

Facility Information
Adult Trauma
Center: Level 3 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): 4 Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - PHELPS MEMORIAL HOSP.

Address: 701 N. Broadway, Sleepy Hollow, NY 10591 Main Phone: 914-

3

Command Center

Location: 701 N. Bdwy, Atrium Conf. Room (Sleepy Hollow, NY)
Tel #1: 9143663780
EOC E-mail: phelpsEOC@northwell.edu

24 Hour Emergency Contact

Name: Jeffrey Meade
Tel # office: (914) 366-3679
E-mail: imeade1@northwell.edu

Primary Emergency Manager

Name: Katrina Aronoff
Tel # office: (914) 366-3678
Mobile #: (646) 942-0555

Chair of Emergency Management Committee

Name: Katrina Aronoff
Tel # office: (914) 366-3678
Mobile #: (646) 942-0555

Backup Emergency Manager

Name: Abby Roderick
Tel # office: (914) 366-3678
Mobile #: (773) 531-2348
E-mail: Aroderick@northwell.edu

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if applicable): N/A Evacuation
Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

NORTHWELL - PLAINVIEW HOSPITAL

Address: 888 Old Country Road,

Plainview, NY 11803 Main Phone:

Command Center	
Location:	Administrative
Office Tel #1:	(516) 719-2207
EOC	E-mail: PLSYEmergencyManagement@northwell.edu

24 Hour Emergency Contact	
Name:	Lenny
Mormino Tel # office:	(516) 719-2788

Primary Emergency Manager	
Name:	Lenny
Mormino Tel # office:	(516) 719-2788
Mobile #:	(516) 210-8422

Chair of Emergency Management Committee	
Name:	Alan Kaplan,
MD Tel # office:	(516) 719-2483
Mobile #:	(516) 507-0215

Backup Emergency Manager	
Name:	Lenny
Mormino Tel # office:	(516) 719-2788
Mobile #:	(516) 210-8422

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if

applicable): N/A Evacuation Zone

(Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - SIUH NORTH (62)
Address: 475 Seaview Avenue, Staten
Island, NY 10305 Main Phone: (718)

2

Command Center

Location: 475 Seaview
Avenue Tel #1: (718)
226-8811
EOC
SIUHCommandCenter@northwell.edu E-mail:

24 Hour Emergency Contact

Name:
Tel # office: (718) 226-
9763 E-mail:

Primary Emergency Manager

Name: Melissa Panzo
Tel # office: 718-226-
6629 Mobile #: 347-
387-3960

Chair of Emergency Management Committee

Name: Melissa Panzo
Tel # office: (718) 226-6629
Mobile #: (347) 387-3960
E-mail: mpanzo1@northwell.edu

Backup Emergency Manager

Name: Brian Folan
Tel # office: (718) 226-4079
Mobile #: 516-244-9053
E-mail: bfolan@northwell.edu

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
Yes
Pediatric Trauma
Center: Level 2 Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): 2 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

NORTHWELL - SIUH PRINCE'S BAY (59)

Address: 375 Seguine Avenue, Staten
Island, NY 10309 Main Phone: 718-

2

Command Center

Location: 375 Seguine
Avenue Tel #1: 718-226-
2025
EOC E-mail: siuhcommandcenter@northwell.edu

24 Hour Emergency Contact

Name:
Tel # office: (718) 226-
9763 E-mail:

Primary Emergency Manager

Name: Meagan Sills
Tel # office: 718-226-
2014 Mobile #: 917-
608-2288

Chair of Emergency Management Committee

Name: Melissa Panzo
Tel # office: (718) 226-6629
Mobile #: (347) 387-3960
E-mail: mpanzo1@northwell.edu

Backup Emergency Manager

Name: Denise
Fischetti Tel # office:
718-226-2909 Mobile

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): 5 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - SOUTH OAKS HOSPITAL

Address: 301 East Main Street,
Bay Shore, NY Main Phone:

6

Command Center

Location: 400 Sunrise Hwy Amityville
NY 11701 Tel #1: 6316085213
EOC E-mail: N/A

24 Hour Emergency Contact

Name:

Tel # office:

Primary Emergency Manager

Name: Joseph
Federico Tel # office:
6316085493 Mobile

Chair of Emergency Management Committee

Name:

Tel # office:
Mobile #:

Backup Emergency Manager

Name: David
Schower Tel # office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): Out of Zone
Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - SOUTH SHORE HOSPITAL

Address: 221 Jericho Turnpike,
Syosset, NY 11706 Main Phone:

6

Command Center

Location: 301 East Main Street
Tel #1: 631-508-1156/ 631-675-4200/ 631-968-3582
EOC E-mail: N/A

24 Hour Emergency Contact

Name:
Tel # office: (631) 968-3000 E-mail:

Primary Emergency Manager

Name: Michael Justin
Tel # office: (631) 675-4106
Mobile #: (631) 449-5924
E-mail: mjustin2@northwell.edu

Chair of Emergency Management Committee

Name: Michael Justin
Tel # office: (631) 968-7433
Mobile #: (631) 449-5924
E-mail: mjustin2@northwell.edu

Backup Emergency Manager

Name: Alexa Rudolph
Tel # office: (631) 968-7433
Mobile #: (631) 258-3625
E-mail: arudolph@northwell.edu

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): 2 Evacuation Zone (Westchester, if applicable): N/A

NORTHWELL - SYOSSET HOSPITAL

Address: 221 Jericho Turnpike,

Syosset, NY 11791 Main Phone:

Command Center

Location:

Administration Tel #1:

(516) 496-6412

EOC

PLSYEmergencyManagement@northwelledu

E-mail:

24 Hour Emergency Contact

Name:

Michael Fener

Tel # office:

(516) 719-2788

E-mail:

LMormino@northwell.edu

Primary Emergency Manager

Name:

Lenny

Mormino Tel # office:

(516) 719-2788

Mobile #:

(516) 310-8422

Chair of Emergency Management Committee

Name:

Alan Kaplan,

MD Tel # office:

(516) 496-6550

Mobile #:

(516) 507-0215

Backup Emergency Manager

Name:

Beena Manu

Tel # office:

(516) 719-2268

Mobile #:

(516) 496-6525

E-mail:

Bmanu1@northwell.edu

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if applicable): N/A Evacuation Zone (Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if
applicable): N/A Evacuation Zone
(Westchester, if applicable): N/A

NORTHWELL - ZUCKER HILLSIDE

Address: 75-59 263rd Street, Glen
Oaks, NY 11004 Main Phone:

Command Center

Location: Ambulatory Care
Pavilion Tel #1: (718) 470-
8270
EOC E-mail: LIJEOC@northwell.edu

24 Hour Emergency Contact

Name:
Tel # office: (718) 470-7000
E-mail: Mdwver@northwell.edu

Primary Emergency Manager

Name: Samantha
Benedetto Tel # office:
(718) 470-8791
Mobile #: (516) 615-6440

Chair of Emergency Management Committee

Name: Rafael Barrera
Tel # office: (718) 470-7210
Mobile #: (516) 448-0272
E-mail: rbarrera@northwell.edu

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

NORWALK HOSPITAL
Address: 34 Maple Street,
Norwalk, CT 06856 Main

P

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel #

office:

Primary Emergency Manager

Name: Corey van

Oostendorp Tel # office:

Mobile #:

E-mail: corey.vanoostendorp@nuvancehealth.org

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information
Adult Trauma
Center: Level 2 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NUVANCE HEALTH - NORTHERN DUTCHESS HOSP.

Address: 6511 Springbrook Avenue,
Rhinebeck, NY 12572 Main Phone:

Command Center

Location: 6511 Springbrook Ave.
(Rhinebeck, NY) Tel #1: (845) 871-3241
EOC E-mail:

24 Hour Emergency Contact

Name: Joseph Stevens
Tel # office: (845) 871-3903
E-mail: joseph.stevens@nuvancehealth.org

Primary Emergency Manager

Name: Pamela Rhodes
Tel # office: (845) 871-3362
Mobile #: (845) 430-4859
E-mail: pamela.rhodes@nuvancehealth.org

Chair of Emergency Management Committee

Name: Joseph Stevens
Tel # office: (845) 871-3903
Mobile #: (914) 224-9325
E-mail: joseph.stevens@nuvancehealth.org

Backup Emergency Manager

Name: Pam Rhodes
Tel # office: 845-871-3362
Mobile #: 845-430-4859

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NUVANCE HEALTH - PUTNAM HOSPITAL CENTER

Address: 670 Stoneleigh Avenue,
Carmel, NY 10512 Main Phone:

8

Command Center

Location: 670 Stoneleigh Ave,
Carmel, NY Tel #1: (845) 279-
5711
EOC E-mail:

24 Hour Emergency Contact

Name: Mark Hirko,
MD Tel # office: (845)
279-5711

Primary Emergency Manager

Name: Bruce
MacGregor Tel #
office: (845) 230-4712
Mobile #: (845) 721-0008

Chair of Emergency Management Committee

Name: Anthony
Bochicchio Tel #
office: (845) 230-5754
Mobile #: (917) 710-1111

Backup Emergency Manager

Name: Anthony
Bochicchio Tel #
office: (845) 230-5754
Mobile #: (917) 710-1111

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NUVANCE HEALTH - SHARON HOSPITAL

Address: 50 Hospital Hill Road,
Sharon, CT 06069 Main Phone:

8

Command Center

Location: 50 Hospital Hill Rd Sharon,
CT 06069 Tel #1: 845-790-3200 Code:
0839824#
EOC E-mail:

24 Hour Emergency Contact

Name:

Tel # office:

Primary Emergency Manager

Name: Scott Pietras

Tel # office: 845-591-
6525 Mobile #:

E-mail: scott.pietras@nuvancehealth.org

Chair of Emergency Management Committee

Name:

Tel # office:

Mobile #:

Backup Emergency Manager

Name: Jim

Hutchison Tel # office:

Mobile #: 860.672.5152

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NUVANCE HEALTH - VASSAR BROTHERS M.C.

Address: 45 Reade Place,
Poughkeepsie, NY 12601 Main

Command Center

Location: 45 Reade Place

Tel #1: 845-483-6990

EOC
vassarcommand@nuvancehealth.org

E-mail:

24 Hour Emergency Contact

Name: Lisa Corcoran

Tel # office: (845) 431.6829

E-mail: Elizabeth.Corcoran@NuvanceHealth.org

Primary Emergency Manager

Name: Lisa Corcoran

Tel # office: 845-431-6829

Mobile #: 845-214-6040

Chair of Emergency Management Committee

Name: Lisa Corcoran

Tel # office: (845) 431.6829

Mobile #: (845) 214-6040

E-mail: Elizabeth.Corcoran@NuvanceHealth.org

Backup Emergency Manager

Name: Jim Fortunato

Tel # office: 845-483-6601

Mobile #: 845-550-7422

Facility Information
Adult Trauma
Center: Level 2 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYC H+H - BELLEVUE (02)
Address: 462 1st Avenue, New
York, NY 10016 Main Phone: (212)

5

Command Center

Location: Emergency Dept., Conference Rm.
ED 131, Ground Fl.
Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name: William Hicks
Tel # office: (212) 562-4132
E-mail: William.Hicks@nychhc.org

Primary Emergency Manager

Name: Jory
Guttsman Tel #
office: 212-562-3162
Mobile #: 917-888-8888

Chair of Emergency Management Committee

Name: Jory Guttsman
Tel # office: (212) 562-3162
Mobile #: (917) 435-3127
E-mail: jory.guttsman@nychhc.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No
Pediatric Trauma
Center: Level 2 Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): 1 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

NYC H+H - CONEY ISLAND (42)

Address: 2601 Ocean Parkway,
Brooklyn, NY 11235 Main Phone:

(Command Center	24 Hour Emergency Contact
	Name: Arta Seferi
Location: 2601 Ocean Parkway, Room 2E9 Tel #1: EOC E-mail:	Tel # office: (332)223-9443
	E-mail:
	Primary Emergency Manager
	Name: Kenneth
	Paneto Tel # office:
	718-616-1360 Mobile
	718-616-0000

Chair of Emergency Management Committee	Backup Emergency Manager
Name: Kenneth	Name: Bonnie
Paneto Tel # office:	Cintron Tel # office:
718-616-1360 Mobile	718-616-0059 Mobile
718-616-0000	718-616-0000

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): 2 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYC H+H - ELMHURST (32)
Address: 79-01 Broadway, Elmhurst, NY 11373
Main Phone: (718) 334-4000

Command Center Location: A-B-09 Tel #1: (718) 334-1423 EOC E-mail: eocelm@nychhc.org	24 Hour Emergency Contact Name: Milenko Miliniic Tel # office: (718) 334-1100
	Primary Emergency Manager Name: William Fasbender Tel # office: (718) 334-2501/(718) 334-6506 Mobile #: (347) 242-9265 E-mail: fasbenderw@nychhc.org

Chair of Emergency Management Committee Name: William Fasbender Tel # office: (718) 334-2501/(718) 334-6506 Mobile #: (347) 242-9265 E-mail: fasbenderw@nychhc.org	Backup Emergency Manager Name: Karl Gray Tel # office: 718-334- 3435 Mobile #: 917- 602-7281
---	---

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone

(Suffolk, if applicable): N/A

Evacuation Zone (Westchester, if applicable): N/A

NYC H+H - HARLEM (07)

Address: 506 Lenox Avenue, New York, NY 10037 Main Phone:

(

Command Center

Location: Command Ctr.: Martin Luther King Pavilion, Rm. 2141

Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name: Edward Chew,

MD Tel # office: (212)

939-2236

Primary Emergency Manager

Name: Robert Knapp

Tel # office: 212-939-

1296 Mobile #: 929-

886-1282

Chair of Emergency Management Committee

Name: Cara Taubman,

MD Tel # office: (212)

939-1154

Mobile #: (917) 742-8567

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: Level 2 Burn

Center / Burn Unit:

Yes

Pediatric Trauma

Center: Level 2 Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if applicable): 3 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

NYC H+H - JACOBI (25)

Address: 1400 Pelham Parkway South,
Bronx, NY 10461 Main Phone: (718) 918-

5 Command Center

Location: Jacobi Building, 1S16 (First
Building) Tel #1: (718) 918-5838/5837
EOC E-mail: jmccommandcenter@nbhn.net

24 Hour Emergency Contact

Name: Christopher
Mastromano Tel # office:
(718) 918-4648

Primary Emergency Manager

Name: Carrie
Shumway Tel #
office:
Mobile #: (646) 565-7762

Chair of Emergency Management Committee

Name: Janice Halloran
Tel # office: (718) 918-5821
Mobile #: (917) 578-4110
E-mail: Janice.Halloran@nyehhc.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information

Adult Trauma

Center: Level 1 Burn

Center / Burn Unit:

Yes

Pediatric Trauma

Center: Level 2 Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if
applicable): Out of Zone

Evacuation Zone (Nassau, if applicable): N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYC H+H - KINGS COUNTY (48)

Address: 451 Clarkson Avenue,
Brooklyn, NY 11203 Main Phone:

Command Center

Location: NYC HHC Kings County, Medical Board Room, B-1157
Tel #1: 347-205-4663
EOC KingsCommandCenter@nychhc.org E-mail:

24 Hour Emergency Contact

Name: Margaret Robinson Tel # office: (718) 245-2054

Primary Emergency Manager

Name: Margaret Debbie Robinson Tel # office: Mobile #: 718-245-2054, 347-245-4663

Chair of Emergency Management Committee

Name: Margaret Robinson Tel # office: (718) 245-2054 Mobile #: (347) 205-4663

Backup Emergency Manager

Name: McLeod Sheldon Tel # office: 718-245-3900 Mobile: 718-245-3900

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

NYC H+H - LINCOLN (27)
Address: 234 East 149th Street,
Bronx, NY 10451 Main Phone:

Command Center	
Location: Conference Room 4, 1st Floor Tel #1: (718) 579- 6372	E-mail: LincolnEmergencyManagement@nychhc.org

24 Hour Emergency Contact	
Name: Michael Giuliano / AOD	
Tel # office: 646-245-8456 / 718-579-6054	
E-mail: Michael.Giuliano@nychhc.org	

Primary Emergency Manager	
Name: Michael	
Giuliano Tel # office:	
(718) 579-6616	
Mobile #: (646) 245-8456	

Chair of Emergency Management Committee	
Name: Michael	
Giuliano Tel # office:	
(718) 579-6616	
Mobile #: (646) 245-8456	

Backup Emergency Manager	
Name: Charles Aviles	
Tel # office: (718) 579-4805	
Mobile #: (646) 765-6843	
E-mail: Charles.Aviles@nychhc.org	

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): 4 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYC H+H - METROPOLITAN (12)

Address: 1901 First Avenue, New York, NY 10029 Main Phone: (212)

4

Command Center

Location: 1901 1st Avenue, Room 1B35, Main Builidng, Exec. Suite

Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name: Cristina Contreras

Tel # office: (212) 423-8003

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

Chair of Emergency Management Committee

Name: John Pellicone

Tel # office: (212) 423-8131

Mobile #: (917) 682-5366

E-mail: John.Pellicone@nyehhc.org

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if applicable): 2 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYC H+H - NORTH CENTRAL BRONX (70)

Address: 3424 Kossuth Avenue,
Bronx, NY 10467 Main Phone:

Command Center

Location: 13A-32 Command
Center Tel #1: (718) 519-
3484
EOC E-mail: ncbcommandcenter@nychhc.org

24 Hour Emergency Contact

Name: Alfredo Jones
Tel # office: (718) 519-3594
E-mail: alfredo.iones@nychhc.org

Primary Emergency Manager

Name: Carrie
Shumway Tel #
office:
Mobile #: (646) 565-7762

Chair of Emergency Management Committee

Name: Janice Halloran
Tel # office: (718) 918-5821
Mobile #: (917) 578-4110
E-mail: Janice.Halloran@nychhc.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

NYC H+H - QUEENS (38)

Address: 82-68 164th Street,
Jamaica, NY 11432 Main Phone:

Command Center

Location: 2nd Floor_N Building - Boardroom (Rm. 205) Tel #1: 718-883-2370 EOC E-mail: qhccomandcenter@nychhc.org

24 Hour Emergency Contact

Name: Mohammed Salahuddin Tel # office: (718) 883-2761

Primary Emergency Manager

Name: Mohammed Salahuddin Tel # office: (718) 883-2761 Mobile #: (646) 221-2247

Chair of Emergency Management Committee

Name: Denise Chuang Tel # office: (718) 883-2658 Mobile #: (917) 698-2483 E-mail: chuand@nychhc.org

Backup Emergency Manager

Name: Marzya Sdrewski Tel # office: 718-883-2387 Mobile #: (646) 221-2247

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

NYC H+H - WOODHULL (45)
Address: 760 Broadway, Brooklyn, NY 11206
Main Phone: (718) 963-8000

Command Center	24 Hour Emergency Contact
Location: 760 Broadway, Conference Room 2	Name: AOD
Tel #1: (718) 630-3324	Tel # office: (718) 963-
EOC E-mail:	8403 E-mail:
	Primary Emergency Manager
	Name: Sherry
	Henderson Tel #
	office: (718) 963-8534
	Mobile #: (917) 902-7200

Chair of Emergency Management Committee	Backup Emergency Manager
Name: Robert Chin	Name: Lisa Scott-McKenzie
Tel # office: (718) 963-8373	Tel # office: 718-963-8007/(718) 963-
Mobile #: (347) 359-2248	8557 Mobile #: 917-299-1172
E-mail: robert.chin@nychhc.org	E-mail: lisa.scott-mckenzie@nychhc.org

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): 6 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

NYP - BROOKLYN METHODIST HOSPITAL (54)

Address: 506 6th Street, Brooklyn,
NY 11215 Main Phone: (718)

7

Command Center

Location: Buckley 8 Conference Room,
8th Floor Tel #1: (718) 780-3695
EOC E-mail:

24 Hour Emergency Contact

Name: Diego
Rodriguez Tel # office:
(212) 305-7390 E-

Primary Emergency Manager

Name: David
Mccomb Tel # office:
929-264-6814 Mobile
929-264-6814

Chair of Emergency Management Committee

Name: Barbara
Daly Tel # office:
tbd
Mobile #: (212) 740-7118

Backup Emergency Manager

Name: Danielle Rossi
Tel # office: 917-319-
6180 Mobile #: 917-
319-6180

Facility Information
Adult Trauma
Center: Level 2 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

NYP - COLUMBIA (17)
Address: 177 Fort Washington Avenue,
New York, NY 10032 Main Phone: (212)

3

Command Center

Location: 622 W. 168th St, PH 1,
154-B Tel #1: (212) 305-0555
EOC E-mail: commcu@nyp.org

24 Hour Emergency Contact

Name: Diego
Rodriguez Tel # office:
(212) 305-7390 E-

Primary Emergency Manager

Name: Eddie Toro
Tel # office: 646-317-
7984 Mobile #: 646-
317-7984

Chair of Emergency Management Committee

Name: Barbara
Daly Tel # office:
tbd
Mobile #: (212) 740-7118

Backup Emergency Manager

Name: Rushi Shah
Tel # office: 646-317-
6021 Mobile #: 646-
317-6021

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No
Pediatric Trauma
Center: Level 1 Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): Out of Zone

Evacuation Zone (Nassau, if applicable): N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYP - GRACIE SQUARE

Address: 420 East 76th Street, New York, NY 10021 Main Phone: (212)

4 Command Center Location: GS3-01-109B Tel #1: (646) 696-5600 EOC E-mail: commgsh@nyp.org	24 Hour Emergency Contact Name: Alex Rodriguez Tel # office: (212) 434-5708 E-mail: Primary Emergency Manager Name: Alex Rodriguez Tel # office: (212) 434-5708 Mobile #: (646) 696-4446 E-mail: alr9064@nyp.org
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Chair of Emergency Management Committee

Name: Alex Rodriguez

Tel # office: (212) 434-5708

Mobile #: (646) 696-4446

E-mail: alr9064@nyp.org

Backup Emergency Manager

Name: Arthur Ditzel

Tel # office: 212-746-7637 Mobile #: 646-225-1867

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if applicable): 6 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYP - HUDSON VALLEY HOSPITAL

Address: 1980 Crompond Road,
Cortlandt Manor, NY 10567 Main Phone:

Command Center

Location: 3rd Floor Executive Conference
Room #2 Tel #1: (914) 734-3970
EOC E-mail: commhvh@nyp.org

24 Hour Emergency Contact

Name: Diego
Rodriguez Tel # office:
(212) 305-7390 E-

Primary Emergency Manager

Name: Daniel Wald
Tel # office: 914-734-
3987 Mobile #: 914-
330-1883

Chair of Emergency Management Committee

Name: Barbara
Daly Tel # office:
tbd
Mobile #: (212) 740-7118

Backup Emergency Manager

Name: Toni-Marie
DeGrella Tel # office:
914-391-2348 Mobile
#: 914-391-2348

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

NYP - LAWRENCE HOSPITAL (99)

Address: 55 Palmer Avenue,
Bronxville, NY 10708 Main Phone:

Command Center

Location: Lobby Conference
Room Tel #1: (914) 787-4427
EOC E-mail: commLH@nyp.org

24 Hour Emergency Contact

Name: Diego Rodriguez
Tel # office: (212) 305-7390 E-

Primary Emergency Manager

Name: Tom Owens
Tel # office: 914-787-2460 Mobile #: 914-862-5242

Chair of Emergency Management Committee

Name: Barbara Daly
Tel # office: tbd
Mobile #: (212) 740-7118

Backup Emergency Manager

Name: Juliette Vendyres
Tel # office: 914-787-5027 Mobile #: 914-8165615

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

NYP - LOWER MANHATTAN HOSPITAL (01)

Address: 170 William Street, New York, NY 10038 Main Phone: 212-

3

Command Center

Location: 170 William Street Tel #1: 212-312-5045 EOC E-mail: commlm@nyp.org

24 Hour Emergency Contact

Name: Diego Rodriguez Tel # office: (212) 305-7390 E-

Primary Emergency Manager

Name: Matt Volpe Tel # office: 212-312-5135 Mobile #: 646-531-8840

Chair of Emergency Management Committee

Name: Barbara Daly Tel # office: tbd Mobile #: (212) 740-7118

Backup Emergency Manager

Name: Danielle Sciancalepore Tel # office: 917-843-9707 Mobile #: 917-843-8787

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if applicable): 5 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYP - MORGAN STANLEY CHILDREN HOSP (17P)

Address: 3959 Broadway, New York, NY 10032 Main Phone: (212)

3

Command Center

Location: 622 West 168th Street, PH1, PH-145B Tel #1: (212) 305-0555 EOC E-mail: commcu@nyp.org

24 Hour Emergency Contact

Name: Diego Rodriguez Tel # office: (212) 305-7390 E-

Primary Emergency Manager

Name: Eddie Toro Tel # office: 646-317-7984 Mobile #: 347-661-2451

Chair of Emergency Management Committee

Name: Barbara Daly Tel # office: tbd Mobile #: (212) 740-7118

Backup Emergency Manager

Name: Ana Furnari Tel # office: 347-491-0477 Mobile #: 347-491-0477

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No
Pediatric Trauma
Center: Level 1 Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if applicable): Out of Zone

Evacuation Zone (Nassau, if applicable): N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYP - QUEENS (31)

Address: 56-45 Main Street,

Flushing, NY 11355 Main Phone:

Command Center
Location: NYPQ Board Room Tel #1: (718) 670- 2880 EOC E-mail: nypqcommandcenter@nyp.org

24 Hour Emergency Contact
Name: Diego Rodriguez Tel # office: (212) 305-7390 E-

Primary Emergency Manager
Name: Greg Wayrich Tel # office: (718) 670-1391 Mobile #: (929) 343-2271 E-mail: gwy9021@nyp.org

Chair of Emergency Management Committee
Name: Barbara Daly Tel # office: tbd Mobile #: (212) 740-7118

Backup Emergency Manager
Name: Mark Dekki Tel # office: 347-840- 2083 Mobile #: 347- 840-2083

Facility Information

Adult Trauma

Center: Level 1 Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if
applicable): Out of Zone

Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

NYP - THE ALLEN HOSPITAL (16)
Address: 5141 Broadway, New
York, NY 10021 Main Phone: 212-

9

Command Center

Location: 5141 Broadway
Tel #1: 212-932-5276
EOC E-mail: commal@nyp.org

24 Hour Emergency Contact

Name: Diego
Rodriguez Tel # office:
(212) 305-7390 E-

Primary Emergency Manager

Name: Daniel
Sorbello Tel # office:
212-932-4295 Mobile
646-515-6588

Chair of Emergency Management Committee

Name: Barbara
Daly Tel # office:
tbd
Mobile #: (212) 740-7118

Backup Emergency Manager

Name: Tina
Dimartino Tel #
office: 212-342-0219
Mobile #: 212-888-

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

NYP - WEILL CORNELL MC (14)

Address: 525 East 68th Street, New York, NY 10065 Main Phone: 212-

7 Command Center

Location: 625 E 68th

Street Tel #1: 212-746-

0555

EOC E-mail: commweil@nyp.org

24 Hour Emergency Contact

Name: Diego

Rodriguez Tel # office:

(212) 305-7390 E-

Primary Emergency Manager

Name: Lauren

Hartstein Tel # office:

212-746-4544 Mobile

212-746-4544

Chair of Emergency Management Committee

Name: Barbara

Daly Tel # office:

tbd

Mobile #: (212) 746-7118

Backup Emergency Manager

Name: Omar

Benbrahim Tel #

office: 212-746-4589

212-746-4589

Facility Information

Adult Trauma

Center: Level 1 Burn

Center / Burn Unit:

Yes

Pediatric Trauma

Center: Level 2 Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if

applicable): 4 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

NYP - WESTCHESTER BEHAVIORAL HEALTH CENT

Address: 21 Bloomingdale Road, White
Plains, NY 10605 Main Phone: 914-682-

9	Command Center
Location: 21 Bloomingdale Road Tel #1: 914-682- 5400 EOC E-mail: commwd@nyp.org	

24 Hour Emergency Contact	
Name:	Diego Rodriguez
Tel # office:	(212) 305-7390 E-

Primary Emergency Manager	
Name:	Nora Contract
Tel # office:	914-997- 5954
Mobile #:	914- 816-8758

Chair of Emergency Management Committee	
Name:	Barbara Daly
Tel # office:	tbd
Mobile #:	(212) 740-7118

Backup Emergency Manager	
Name:	Jami Somereve
Tel #	office: 914-997-5819
Mobile #:	914-8758

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if
applicable): N/A

Evacuation
Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

NYU LANGONE HOSPITAL - BROOKLYN (51)

Address: 150 - 55th Street,
Brooklyn, NY 11220 Main Phone:

Command Center

Location: LMC -Executive Office,
3rd Floor Tel #1: (718) 630-8301
EOC E-mail: EOC.Brooklyn@nyulangone.org

24 Hour Emergency Contact

Name: Johanna
Miele Tel # office:
347-852-1070

Primary Emergency Manager

Name: Sofia
Maimone Tel #
office: 347-377-3819
Mobile #: 646-844-

Chair of Emergency Management Committee

Name: Kelly
McKinney Tel #
office: (646) 501-0178
Mobile #: (212) 412-0600

Backup Emergency Manager

Name: Caitlin Flynn
Tel # office:
917.471.1332 Mobile #:
917.471.1332

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): 5 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYU LANGONE HEALTH - COBBLE HILL EMERGENCY DEPARTMENT (49)

Address: 70 Atlantic Avenue,
Brooklyn, NY 11201 Main Phone:

6

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel #

office:

Primary Emergency Manager

Name: Alex Resnick

Tel # office:

646.265.2773 Mobile #:

646.265.2773

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name: Samia

McEachin Tel #

office: 347.365.0653

347.365.0653

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if applicable): 6 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYU LANGONE HOSPITAL - LONG ISLAND (67)

Address: 259 First Street,
Mineola, NY 11501 Main Phone:

5

Command Center

Location: 101 Mineola Boulevard, Mineola,
NY 11501 Tel #1: 516-663-8547
EOC E-mail: EOC.LongIsland@nyulangone.org

24 Hour Emergency Contact

Name: Lawrence
Gerardi Tel # office:
516-663-7553

Primary Emergency Manager

Name: Larry Gerardi
Tel # office: 516-240-
7553 Mobile #: 646-
833-7886

Chair of Emergency Management Committee

Name: Kelly
McKinney Tel #
office: (646) 501-0178
Mobile #: (212) 412-0600

Backup Emergency Manager

Name: Samantha
Moorehead Tel # office:
516-460-5575 Mobile #:

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): N/A Evacuation Zone
(Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYU LANGONE HOSPITAL - SUFFOLK

Address: 101 Hospital Road,
Patchogue, NY 11772 Main Phone:

6

Command Center

Location: 100 Hospital Road Tel #1: 631-687-4600 EOC E-mail: EOC.LICH@nyulangone.org

24 Hour Emergency Contact

Name:

Tel # office:

Primary Emergency Manager

Name: Michele Miller-McEvoy Tel # office: 631-447-3002 Mobile #: 631-681-6886

Chair of Emergency Management Committee

Name:

Tel # office: Mobile #:

Backup Emergency Manager

Name: Caitlin Flynn

Tel # office: 718-630-6858 Mobile #: 917-471-1332

Facility Information
Adult Trauma
Center: Level 2 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A Evacuation Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): Out of Zone
Evacuation Zone (Westchester, if applicable): N/A

NYU LANGONE ORTHOPEDIC HOSPITAL

Address: 301 East 17th Street, New York, NY 10003 Main Phone: 212-

2

Command Center

Location: 301 E 17th Street Tel #1: (917) 842-8389 EOC E-mail:

24 Hour Emergency Contact

Name: Alex Resnick Tel # office: 646-265-2773 E-mail: Alex.resnick@nyulangone.org

Primary Emergency Manager

Name: Alex Resnick Tel # office: 646-265-2773 Mobile #: 646-265-2773

Chair of Emergency Management Committee

Name: Kelly McKinney Tel # office: (646) 501-0178 Mobile #: (212) 412-0600

Backup Emergency Manager

Name: Samuel Altenberger Tel # office: 646.628.3261 Mobile #: 646.628.3261

Facility Information
Adult Trauma Center: No
Burn Center / Burn Unit: No
Pediatric Trauma Center: N/A
Stroke Center: No
STEMI Center: No
Evacuation Zone (NYC, if applicable): 4
Evacuation Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

NYU LANGONE TISCH HOSPITAL (15)

Address: 550 First Avenue, New
York, NY 10016 Main Phone:

2

Command Center

Location: 550 1st Avenue, New York,
NY 10016 Tel #1: 212-263-3700
EOC E-mail: EOC.Enterprise@nyulangone.org

24 Hour Emergency Contact

Name: Alex Resnick
Tel # office: 646-265-2773
E-mail: Alex.resnick@nyulangone.org

Primary Emergency Manager

Name: Alex Resnick
Tel # office: 646-265-
2773 Mobile #: 646-
265-2773

Chair of Emergency Management Committee

Name: Kelly
McKinney Tel #
office: (646) 501-0178
Mobile #: (212) 412-0600

Backup Emergency Manager

Name: Sam
Altenberger Tel #
office: 646.628.3261
Mobile #: 646.628.3261

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): 1 Evacuation Zone
(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

OCEAN UNIVERSITY MEDICAL CENTER

Address: 425 Jack Martin Boulevard,
Brick, NJ 08724 Main Phone: (732)-

8

Command Center

Location: 425 Jack Martin Blvd, Brick,
NJ 08724 Tel #1: 732-836-4095
EOC E-mail: omcccommandcenter@hmn.org

24 Hour Emergency Contact

Name: Ken
Soucek Tel #
office:

Primary Emergency Manager

Name: Michael
Oppegaard Tel # office:
Mobile #: 908-216-2488
E-mail: michael.oppegaard@hmn.org

Chair of Emergency Management Committee

Name: Michael
Oppegaard Tel # office:
Mobile #: 908-216-2488
E-mail: michael.oppegaard@hmn.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

OLD BRIDGE MEDICAL CENTER

Address: One Hospital Plaza, Old
Bridge, NJ 08857 Main Phone:

Command Center

Location: 1 Hospital Plaza First Floor
Conference Room Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name:
Tel # office:

Primary Emergency Manager

Name: Joseph Hines
Tel # office: (203) 276-6198
Mobile #: (203) 962-1706
E-mail: jhines@stamhealth.org

Chair of Emergency Management Committee

Name:
Tel # office:
Mobile #:

Backup Emergency Manager

Name:
Tel # office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

ONE BROOKLYN - BROOKDALE HOSPITAL (41)

Address: 1 Brookdale Plaza,

Brooklyn, NY 11212 Main Phone:

Command Center
Location: Snapper Bldg. Basement, Room L-16 Tel #1: (718) 240-6250 EOC E-mail: csimpkin@bhmcny.org

24 Hour Emergency Contact
Name: Craig Simpkins
Tel # office: (718) 240-7285
E-mail: csimpkin@bhmcny.org

Primary Emergency Manager
Name: Craig Simpkins
Tel # office: (718) 240-7285
Mobile #: (929) 622-1833
E-mail: csimpkin@bhmcny.org

Chair of Emergency Management Committee
Name: Nicholas Vaccari,
MD Tel # office: 917-
318 8082
Mobile #: (917) 218-8082

Backup Emergency Manager
Name: Erik Knapp
Tel # office: (718) 240-7272
Mobile #: (929) 678-4093
E-mail: Eknapp@bhmcny.org

Facility Information

Adult Trauma

Center: Level 2 Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if
applicable): 5 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

ONE BROOKLYN - INTERFAITH M.C. (55)

Address: 1545 Atlantic Avenue,

Brooklyn, NY 11213 Main Phone:

Command Center
Location: Board Room (Hospital Administration) Tel #1: (718) 613-4009, (718) 613-4011 EOC E-mail: eoc@interfaithmedical.org

24 Hour Emergency Contact
Name: Jack Finkelstein Tel # office: 929-340-1467

Primary Emergency Manager
Name: Jack Finkelstein Tel # office: (718) 613-4524 Mobile #: (929) 340-1467 E-mail: JackFinkelstein@InterfaithMedical.Org

Chair of Emergency Management Committee
Name: Jack Finkelstein Tel # office: (718) 613-4524 Mobile #: (929) 340-1467 E-mail: JackFinkelstein@InterfaithMedical.Org

Backup Emergency Manager
Name: Steven DeLuca Tel # office: 516-233-0464 Mobile: 516-233-0464

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if applicable): Out of Zone

Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

ONE BROOKLYN - KINGSBROOK (47)

Address: 585 Schenectady Avenue,
Brooklyn, NY 11203 Main Phone: 718-

6

Command Center

Location: 585 Schenectady Ave Tel #1: 718-604-5455

EOC EmergencyCommand@kingsbrook.org

E-mail:

24 Hour Emergency Contact

Name: Tom Smith

Tel # office: (718) 604-5513

E-mail: TomSmith@kingsbrook.org

Primary Emergency Manager

Name: Nayyer Pervez

Tel # office: 718-604-5227 Mobile #: 929-693-1550

Chair of Emergency Management Committee

Name: Nayyer Pervez

Tel # office: 718-604-5227 Mobile #: 929-693-1550

Backup Emergency Manager

Name: Tony Renteria

Tel # office: 718-604-5993 Mobile #: 646-584-7605

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

PALISADES MEDICAL CENTER

Address: 7600 River Road, North
Bergen, NJ 07047 Main Phone:

(

Command Center

Location: 7600 River Road, Pavilion Building, 3rd
Floor, Boardroom
Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name: Adam Dwyer
Tel # office: (201) 854-5000 ext. 8030
E-mail: adam.dwver@hackensackmeridian.org

Primary Emergency Manager

Name: James D’Amore
Tel # office: (201) 854-5000 ext.8030
Mobile #: (201) 320-4385
E-mail: james.damore@hackensackmeridian.org

Chair of Emergency Management Committee

Name: Adam Dwyer
Tel # office: (201) 854-5000 ext. 8030
Mobile #: (201) 937-8763
E-mail: adam.dwver@hackensackmeridian.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

PASCACK VALLEY MEDICAL CENTER

Address: 250 Old Hook Road,
Westwood, NJ 07675 Main Phone:

Command Center
Location : Tel #1: EOC E-mail:

24 Hour Emergency Contact
Name: Tel # office:

Primary Emergency Manager
Name: Tel # office: Mobile #:

Chair of Emergency Management Committee
Name: Tel # office: Mobile #:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn Unit:
Pediatric Trauma Center:
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): Evacuation Zone
(Nassau, if applicable):
Evacuation Zone (Suffolk, if
applicable): Evacuation Zone
(Westchester, if applicable):

RARITAN BAY MEDICAL CENTER

Address: 530 New Brunswick, Perth

Amboy, NJ 08861 Main Phone:

Command Center Location : Tel #1: EOC E-mail:	24 Hour Emergency Contact Name: Tel # office:
	Primary Emergency Manager Name: Tel # office: Mobile #:

Chair of Emergency Management Committee Name: Tel # office: Mobile #:	Backup Emergency Manager Name: Tel # office: Mobile #:
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Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center:

Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

ROSWELL PARK CANCER INSTITUTE

Address: Elm and Carlton Streets,
Buffalo, NY 14263 Main Phone:

Command Center Location : Tel #1: EOC E-mail:	24 Hour Emergency Contact Name: Tel # office:
	Primary Emergency Manager Name: Tel # office: Mobile #:

Chair of Emergency Management Committee Name: Tel # office: Mobile #:	Backup Emergency Manager Name: Tel # office: Mobile #:
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Facility Information

Adult Trauma Center:

Burn Center / Burn Unit:

Pediatric Trauma Center:

Stroke Center:

STEMI Center:

Evacuation Zone (NYC, if applicable): Evacuation Zone (Nassau, if applicable):

Evacuation Zone (Suffolk, if applicable): Evacuation Zone (Westchester, if applicable):

RI HOSPITAL/HASBRO CHILDREN'S HOSPITAL

Address: 593 Eddy Street,
Providence, RI 02903 Main

P Command Center	24 Hour Emergency Contact
	Name: Tel # office:
Location : Tel #1: EOC E-mail:	Primary Emergency Manager
	Name: Tel # office: Mobile #:

Chair of Emergency Management Committee	Backup Emergency Manager
Name:	Name:
Tel #	Tel #
office:	office:
Mobile #:	Mobile #:

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
Yes
Pediatric Trauma
Center: Level 1 Stroke
Center: Yes
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

RICHMOND UNIVERSITY MC (60)

Address: 355 Bard Avenue, Staten

Island, NY 10310 **Main Phone:**

7 Command Center Location: 355 Bard Avenue, Staten Island, NY Tel #1: 7188182000 EOC E-mail: tcampbell@rumcsi.org	24 Hour Emergency Contact Name: Trientina Campbell Tel # office: (718) 818-2243 Primary Emergency Manager Name: Trientina Campbell Tel # office: (718) 818 2243 Mobile #: 917-880-8620
--	---

Chair of Emergency Management Committee

Name: Trientina

Campbell Tel # office:

(718) 818 2243

Mobile #: (917) 880-8620

Backup Emergency Manager

Name: Jonathan

Zipkin Tel # office:

718-818-2342 **Mobile**

Mobile #: 646-885-2752

Facility Information

Adult Trauma

Center: Level 1 **Burn**

Center / Burn Unit:

No

Pediatric Trauma

Center: Level 2 **Stroke**

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if applicable): Out of Zone

Evacuation Zone (Nassau, if applicable): N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

RIVERVIEW MEDICAL CENTER

Address: 1 Riverview Plaza, Red Bank, NJ 07701 Main Phone:

Command Center

Location: 1 Riverview Plaza, Red Bank, NJ 07701 Tel #1: 732-530-2449 EOC E-mail: rmccommandcenter@hmn.org

24 Hour Emergency Contact

Name: Dereck Englese Tel # office: 732-530-2497

Primary Emergency Manager

Name: Dereck Englese Tel # office: 732-530-2497 Mobile: 908-675-2265

Chair of Emergency Management Committee

Name: Tel # office: Mobile #:

Backup Emergency Manager

Name: Michael Oppegaard Tel # office: Mobile #: 908-216-2488 E-mail: michael.oppegaard@hmn.org

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center:
Evacuation Zone (NYC, if applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

RRH - CLIFTON SPRINGS HOSPITAL & CLINIC

Address: 2 Coulter Road, Clifton
Springs, NY 14432 Main Phone:

Command Center Location : Tel #1: EOC E-mail:	24 Hour Emergency Contact Name: Tel # office:
	Primary Emergency Manager Name: Hannah Smith Tel # office: Mobile #: E-mail: hannah.smith@rochesterregional.org

Chair of Emergency Management Committee Name: Tel # office: Mobile #:	Backup Emergency Manager Name: Tel # office: Mobile #:
--	---

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center:

Evacuation Zone (NYC, if applicable): N/A Evacuation Zone (Nassau, if applicable): N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

RRH - NEWARK-WAYNE COMM. HOSP.

Address: Driving Park Avenue,
Newark, NY 14513 Main Phone:

Command Center
Location : Tel #1: EOC E-mail:

24 Hour Emergency Contact
Name: Tel # office:

Primary Emergency Manager
Name: Christi Rollo Tel # office: Mobile #:

Chair of Emergency Management Committee
Name: Tel # office: Mobile #:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

RRH - ROCHESTER GENERAL HOSPITAL

Address: 1425 Portland Avenue,
Rochester, NY 14621 Main Phone:

(

Command Center

Location: 1425 Portland Ave., Sengupta Conf.
Room (Rochester NY)
Tel #1:
EOC E-mail:

24 Hour Emergency Contact
Name: Administrator on
Call Tel # office: (585)
922-4300

Primary Emergency Manager
Name: Robert Johnson
Tel # office: (585) 922-5866
Mobile #: (585) 402-6168
E-mail: Robert.Johnson2@RochesterRegional.org

Chair of Emergency Management Committee
Name: Robert Johnson
Tel # office: (585) 922-5866
Mobile #: (585) 402-6168
E-mail: Robert.Johnson2@RochesterRegional.org

Backup Emergency Manager
Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

RRH - UNITED MEMORIAL M.C. - NORTH ST

Address: 127 North Street,
Batavia, NY 14020 Main Phone:

Command Center Location : Tel #1: EOC E-mail:	24 Hour Emergency Contact Name: Tel # office:
	Primary Emergency Manager Name: Chris Dehaven Tel # office: Mobile #:

Chair of Emergency Management Committee Name: Tel # office: Mobile #:	Backup Emergency Manager Name: Tel # office: Mobile #:
--	---

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: No

Evacuation Zone (NYC, if applicable): N/A Evacuation Zone (Nassau, if applicable): N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

RRH - UNITY HOSPITAL

Address: 1555 Long Pond Road,

Rochester, NY 14626 Main Phone:

(	Command Center
Location: 1555 Long Pond Road, Riley Board Room (Rochester, NY)	
Tel #1:	
EOC E-mail:	

24 Hour Emergency Contact
Name: 24/7 Security Operations Center
Tel # office: (585) 723-7745

Primary Emergency Manager
Name: Timothy Durfee
Tel # office: (585) 368-4335
Mobile #: (585) 710-9670

Chair of Emergency Management Committee
Name: Timothy Durfee
Tel # office: (585) 368-4335
Mobile #: (585) 710-9670

Backup Emergency Manager
Name:
Tel # office:
Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

RRH - UNITY HOSPITAL - ST. MARY'S CAMPUS

Address

: , , Main

P

Command Center

Location
: Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name:
Tel #
office:

Primary Emergency Manager

Name:
Tel #
office:
Mobile #:

Chair of Emergency Management Committee

Name:
Tel #
office:
Mobile #:

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center:

Evacuation Zone (NYC, if
applicable): Evacuation Zone
(Nassau, if applicable):

Evacuation Zone (Suffolk, if applicable): Evacuation Zone (Westchester, if applicable):

SBH HEALTH SYSTEM - ST. BARNABAS (83)

Address: 183rd Street and 3rd Avenue,
Bronx, NY 10457 Main Phone: 718 960

9

Command Center

Location: 4422 3rd
Avenue Tel #1: 718
960 9338
EOC E-mail: N/A

24 Hour Emergency Contact

Name: Daniel
Murphy Tel # office:
516-459-7526

Primary Emergency Manager

Name: Annie
Luciano Tel # office:
718-960-9124 Mobile
929-241-4164

Chair of Emergency Management Committee

Name: Annie Luciano
Tel # office: (718) 960-9124
Mobile #: (929) 241-4164
E-mail: aluciano2@sbhny.org

Backup Emergency Manager

Name: Annie
Luciano Tel # office:
718-960-9124 Mobile
929-241-4164

Facility Information
Adult Trauma
Center: Level 2 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

SJMC - ST. JOSEPH'S HOSP - YONKERS (96)

Address: 127 South Broadway,
Yonkers, NY 10701 Main Phone:

9

Command Center

Location: 127 South
Broadway Tel #1: 914-
378-7299
EOC E-mail: Saint Joseph's Medical Center

24 Hour Emergency Contact

Name:

Tel #
office:

Primary Emergency Manager

Name: Mark
McConkey Tel #
office: 914-378-7499
Mobile #: 914-378-7499

Chair of Emergency Management Committee

Name: Rafael Torres,
MD Tel # office: (914)
378-7182
Mobile #: (917) 850-2168

Backup Emergency Manager

Name: Eric Johansen
Tel # office: 914-378-
7888 Mobile #: 914-
378-8404

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

SJMC - ST. VINCENT'S HOSP. WESTCHESTER

Address: 275 North Street,
Harrison, NY 10528 Main Phone:

Command Center	
Location: 275 North Street	24 Hour Emergency Contact
Tel #1: (914) 925-5300	Name: Bernadette Kingham-Bez
EOC E-mail: mmcconkey@svwsjmc.org	Tel # office: (914) 925-5300
	Primary Emergency Manager
	Name: Mark McConkey
	Tel # office: (914) 925-5218
	Mobile #: (202) 994-2482

Chair of Emergency Management Committee	Backup Emergency Manager
Name: Mark McConkey	Name:
Tel # office: (914) 925-5218	Tel # office:
Mobile #: (202) 994-2482	Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center:
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

SOUTHERN OCEAN MEDICAL CENTER

Address: 1140 Route 72 West, Manahawkin, NJ 08050

Main Phone: (609) 978-8900

Command Center Location: 1140 Route 72 West (Manahawkin, NJ) Tel #1: (609) 978-3383 EOC E-mail: somcccommandcenter@hmn.org	24 Hour Emergency Contact Name: William Schreiber Tel # office: 609-978-8938
	Primary Emergency Manager Name: William Schreiber Tel # office: (609) 978-8938 Mobile #: (732) 602-1460

Chair of Emergency Management Committee Name: Michael Sheppard Tel # office: (908) 216-2488 Mobile #: (908) 216-2488 E-mail: michael.sheppard@hmn.org	Backup Emergency Manager Name: Cynthia McCarthy Tel # office: (908) 221-1188 Mobile #: (908) 221-1188
--	---

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center:

Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

ST. JOHN'S RIVERSIDE - ANDRUS PAV (97)

Address: 967 North Broadway,

Yonkers, NY 10701 Main Phone:

Command Center

Location: 967 North Broadway,
Yonkers, NY Tel #1: (914) 964-4464
EOC E-mail: thodges@riversidehealth.org

24 Hour Emergency Contact

Name: Timothy
Hodges Tel # office:
(914) 964-4510

Primary Emergency Manager

Name: Timothy
Hodges Tel # office:
914-964-4510 Mobile
914-760-4148

Chair of Emergency Management Committee

Name: Timothy
Hodges Tel # office:
(914) 964-4510
Mobile #: (914) 760-4148

Backup Emergency Manager

Name: Sean Kitson
Tel # office: 914-964-
4464 Mobile #: 646-
303-6500

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center:

Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

ST. JOHN'S RIVERSIDE - DOBBS FERRY PAV

Address: 128 Ashford Avenue, Dobbs
Ferry, NY 10522 Main Phone:

Command Center		
Location:	967	North
Broadway	Tel #1:	914-444-4355
EOC E-mail:		

24 Hour Emergency Contact	
Name:	Timothy
Hodges	Tel # office:
914-964-4510	

Primary Emergency Manager	
Name:	Timothy
Hodges	Tel # office:
914-964-4510 Mobile	

Chair of Emergency Management Committee	
Name:	Timothy
Hodges	Tel # office:
914-964-4510 Mobile	

Backup Emergency Manager	
Name:	Sean Kitson
Tel # office:	914-964-4464
Mobile #:	646-

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center:

Evacuation Zone (NYC, if applicable): N/A

Evacuation Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A

applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

ST. JOHN'S RIVERSIDE - PARK CARE PAV

Address: 2 Park Avenue,

Yonkers, NY 10703 Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name: Timothy

Hodges Tel # office:

914-760-4148

Primary Emergency Manager

Name: Timothy

Hodges Tel # office:

914-964-4510 Mobile

914-760-4148

Chair of Emergency Management Committee

Name: Timothy

Hodges Tel # office:

914-964-4510 Mobile

914-760-4148

Backup Emergency Manager

Name: Sean Kitson

Tel # office: 914-964-

4464 Mobile #: 646-

303-6500

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center:

Evacuation Zone (NYC, if

applicable): N/A Evacuation

Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

ST. JOSEPH'S UNIVERSITY MEDICAL CENTER

Address: 703 Main Street,

Paterson, NJ Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel #

office:

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: Level 3 Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center:

Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

ST. JOSEPH'S WAYNE MEDICAL CENTER

Address: 224 Hamburg Turnpike,

Wayne, NJ 07470 Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel #

office:

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center:

Evacuation Zone (NYC, if

applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

ST. LAWRENCE - CANTON-POTSDAM HOSPITAL

Address: 50 Leroy Street,
Potsdam, NY 13676 Main

P Command Center	24 Hour Emergency Contact
	Name: Tel # office:
Location : Tel #1: EOC E-mail:	Primary Emergency Manager
	Name: Tel # office: Mobile #:

Chair of Emergency Management Committee	Backup Emergency Manager
Name:	Name:
Tel #	Tel #
office:	office:
Mobile #:	Mobile #:

Facility Information
Adult Trauma
Center: Level 3 Burn
Center / Burn Unit:
No Pediatric
Trauma Center: No
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): Evacuation Zone
(Nassau, if applicable):

Evacuation Zone (Suffolk, if applicable): Evacuation Zone (Westchester, if applicable):

ST. LAWRENCE - GOUVERNEUR HOSPITAL

Address: 77 West Barney Street,

Gouverneur, NY 13642 Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel #

office:

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric

Trauma Center: No

Stroke Center:

STEMI Center:

Evacuation Zone (NYC, if applicable): Evacuation Zone

(Nassau, if applicable):

Evacuation Zone (Suffolk, if

applicable): Evacuation Zone
(Westchester, if applicable):

ST. LAWRENCE - MASSENA HOSPITAL

Address: 1 Hospital Drive,
Massena, NY 13662 Main

P Command Center	24 Hour Emergency Contact
	Name: Tel # office:
Location : Tel #1: EOC E-mail:	Primary Emergency Manager
	Name: Tel # office: Mobile #:

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric

Trauma Center: No

Stroke Center:

STEMI Center:

Evacuation Zone (NYC, if
applicable): Evacuation Zone
(Nassau, if applicable):

Evacuation Zone (Suffolk, if applicable): Evacuation Zone (Westchester, if applicable):

ST. VINCENT'S MEDICAL CENTER

Address: 2800 Main Street,
Bridgeport, CT 06606 Main

Command Center

Location: Board Room, 3rd
Floor
Tel #1: (203) 576-6000
EOC
emergencymanagement@hhchealth.org

E-mail:

24 Hour Emergency Contact

Name: Edward Shea
Tel # office: (475) 210-5543
E-mail: Edward.Shea@hhchealth.org

Primary Emergency Manager

Name: Cheryl Gill
Tel # office: (475) 210-5866
Mobile #: (203) 583-2223
E-mail: Cheryl.Gill@hhchealth.org

Chair of Emergency Management Committee

Name: Edward Shea
Tel # office: (475) 210-5543
Mobile #: (203) 915-0671
E-mail: Edward.Shea@hhchealth.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn Unit:
Pediatric Trauma Center:
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if applicable): Evacuation Zone
(Nassau, if applicable):
Evacuation Zone (Suffolk, if applicable): Evacuation Zone

(Westchester, if applicable):

STAMFORD HEALTH

Address: One Hospital Plaza,
Stamford, CT 06904 Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel #

office:

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: Level 2 Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center:

Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

STONY BROOK - EASTERN LONG ISLAND HOSP.

Address: 201 Manor Place,
Greenport, NY 11944 Main

Command Center

Location: Nursing Admin Suite

Tel #1: (631) 477-5132

EOC Suzanne.Marriott@stonybrookmedicine.edu

E-mail:

24 Hour Emergency Contact

Name: Paul J. Connor

Tel # office: (631) 477-1000

E-mail: paul.connor@stonybrookmedicine.edu

Primary Emergency Manager

Name: Raymond Eble

Tel # office: (631) 477-5200

Mobile #: raymond.eble2@stonybrookmedicine.edu

Chair of Emergency Management Committee

Name: Raymond Eble

Tel # office: (631) 477-5200

Mobile #: raymond.eble2@stonybrookmedicine.edu

Backup Emergency Manager

Name:

Tel # office:

Mobile #:

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): 1 Evacuation Zone (Westchester, if applicable): N/A

STONY BROOK - SOUTHAMPTON HOSPITAL

Address: 240 Meeting House Lane,
Southampton, NY 11968 Main Phone:

Command Center		24 Hour Emergency Contact	
Location: Room B-129 Tel #1: (631) 259-3030		Name: Nursing Administrative Supervisor Tel # office: 631-726-3279	
EOC frank.milza@stonybrookmedicine.edu		Primary Emergency Manager	
E-mail:		Name: Frank Milza	
		Tel # office: (631) 726-8224	
		Mobile #: (631) 740-7613	
		E-mail: frank.milza@stonybrookmedicine.edu	

Chair of Emergency Management Committee		Backup Emergency Manager	
Name: Michael Ameres, MD Tel # office: (631) 726-8420		Name: Keith Alletto	
Mobile #: E-mail: michael.ameres@stonybrookmedicine.edu		Tel # office: 631-726-8379	
		Mobile #: 516-658-7255	

Facility Information
Adult Trauma
Center: Level 3 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): 1 Evacuation Zone (Westchester, if applicable): N/A

STONY BROOK - UNIVERSITY HOSPITAL

Address: 101 Nicolls Road, Stony

Brook, NY 11794 Main Phone:

6	Command Center
Location: Nicolls Rd, Stony Brook, NY Tel #1: 6314447200 EOC E-mail: Stony Brook University Hospital	

24 Hour Emergency Contact

Name: Operator

Tel # office: (631) 689-

8333 **E-mail:**

Primary Emergency Manager

Name: Melissa

Eberle **Tel # office:**

6314449074 **Mobile**

6313582654

Chair of Emergency Management Committee

Name: Melissa

Eberle **Tel # office:**

6313582654 **Mobile**

6313582654

Backup Emergency Manager

Name: Melissa

Eberle **Tel # office:**

6314449074 **Mobile**

6313582654

Facility Information

Adult Trauma

Center: Level 1 Burn

Center / Burn Unit:

Yes

Pediatric Trauma

Center: Level 1 Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if

applicable): N/A **Evacuation Zone**

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): Out of Zone

Evacuation Zone (Westchester, if applicable): N/A

SUNY DOWNSTATE MEDICAL CENTER (44)

Address: 445 Lenox Road,
Brooklyn, NY 11203 Main Phone:

7

Command Center

Location: Lenox Road
Tel #1: 718-270-1515 when active or 347-844-3553 EOC E-mail: none

24 Hour Emergency Contact

Name: Patricia Winston, MS,
RN Tel # office: (718) 221-5571

Primary Emergency Manager

Name: Jennifer Guzman; Pia
Daniel, MD Tel # office: 718-270-1168; 718-270-3216
Mobile #: 929-722-4756; 917-370-0803

Chair of Emergency Management Committee

Name: Pia Daniel, MD
Tel # office: (718) 270-3216
Mobile #: (917) 370-0803
E-mail: pia.daniel@downstate.edu

Backup Emergency Manager

Name: Pia Daniel, MD
Tel # office: 718-270-1168 or 718-270-3216
Mobile #: 917-370-0803
E-mail: pia.daniel@downstate.edu

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

THE BROOKLYN HOSPITAL CENTER (95)

Address: 121 Dekalb Avenue,

Brooklyn, NY 11201 Main Phone:

Command Center
Location: 121 Dekalb Avenue, Brooklyn, NY Tel #1: (718) 250- 6661 EOC E-mail: None

24 Hour Emergency Contact
Name: John Quinn Tel # office: (718) 250- 6780 E-mail:

Primary Emergency Manager
Name: John Quinn Tel # office: (718) 250-6780 Mobile #: (917) 903-2569 E-mail: jquinn@tbb.org

Chair of Emergency Management Committee
Name: John Quinn Tel # office: (718) 250-6780 Mobile #: (917) 903-2569 E-mail: jquinn@tbb.org

Backup Emergency Manager
Name: Jasmine Ip Tel # office: 718-250- 8535 Mobile #: 929- 250-0142

Facility Information

Adult Trauma

Center: Level 3 Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: Yes

STEMI Center: Yes

Evacuation Zone (NYC, if
applicable): Out of Zone

Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

THE MIRIAM HOSPITAL

Address: 164 Summit Avenue,

Providence, RI 02906 Main Phone:

Command Center

Location

: Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name:

Tel #

office:

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

Chair of Emergency Management Committee

Name:

Tel #

office:

Mobile #:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center:

STEMI Center:

Evacuation Zone (NYC, if applicable): Evacuation Zone

(Nassau, if applicable):

Evacuation Zone (Suffolk, if

applicable): Evacuation Zone
(Westchester, if applicable):

THE ROCKEFELLER UNIVERSITY HOSPITAL

Address: 1230 York Avenue, New York, NY 10065 Main Phone:

(

Command Center

Location: 1230 York Avenue Tel #1: (212) 327-8448 EOC E-mail: osullib@rockefeller.edu

24 Hour Emergency Contact

Name: Maija Williams

Tel # office: (212) 327-8501

E-mail: mwilliams@rockefeller.edu

Primary Emergency Manager

Name: Barbara

O’Sullivan Tel # office: (212) 327-7441

Mobile #: (646) 772-3000

Chair of Emergency Management Committee

Name: Barbara

O’Sullivan Tel # office: (212) 327-7441

Mobile #: (646) 772-3000

Backup Emergency Manager

Name: Maija

Williams Tel # office: 212-327-8501

Mobile: 512-855-5561

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if applicable): 4
Evacuation Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

TRINITAS REGIONAL MEDICAL CENTER

Address: 225 Williamson Street,
Elizabeth, NJ 07207 Main Phone:

Command Center

Location: 225 Williamson Street, Board Room, 1st Floor Tel #1: (908) 994-5143 EOC E-mail: trmc.command@rwjbh.org

24 Hour Emergency Contact

Name:

Tel # office: (908) 994-5309 E-mail:

Primary Emergency Manager

Name: Phil Solomon

Tel # office: (908) 296-7770

Mobile #: (908) 296-7770

E-mail: philip.solomon@rwjbh.org

Chair of Emergency Management Committee

Name: Phil Solomon

Tel # office: (908) 994-8257

Mobile #: (908) 296-7770

E-mail: philip.solomon@rwjbh.org

Backup Emergency Manager

Name: Paul J. Biener

Tel # office: 908.994.8445

Mobile #: 908.994.6750

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
Pediatric Trauma Center:
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

UNIVERSITY HOSPITAL
Address: 150 Bergen Street,
Newark, NJ 07101 Main Phone:

(

Command Center

Location: University Hospital, Floor D,
Room D215 Tel #1: (973) 972-5800
EOC E-mail: UHEOC@uhnj.org

24 Hour Emergency Contact

Name: AOD

Tel # office: (973) 972-
5677 E-mail:

Primary Emergency Manager

Name: Michael
Feravolo Tel # office:
(973) 972-4668
Mobile #: (973) 494-6894

Chair of Emergency Management Committee

Name: Adam Fox

Tel # office: (973) 972-0826

Mobile #: (973) 289-7992

E-mail: foxad@nims.rutgers.edu

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

VA HEALTHCARE - ALBANY STRATTON MC

Address: 113 Holland Avenue,
Albany, NY 12208 Main Phone:

(

Command Center

Location: Building 1, First Floor B-Wing,
Pharmacy Conference Rm.
Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name:
Tel # office: (518) 626-
6620 E-mail:

Primary Emergency Manager

Name: Joseph
McDonnell Tel #
office: (518) 626-6783
Mobile #: (518) 268-8720

Chair of Emergency Management Committee

Name: Joseph
McDonnell Tel #
office: (518) 626-6783
Mobile #: (518) 268-8720

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn
Unit: No Pediatric
Trauma Center: N/A
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - BATH VA M.C.

Address: 76 Veterans Avenue,
Bath, NY 14810 Main Phone:

6

Command Center

Location: Building 76 Room 447; Building 14

Tel #1: (607) 664-3729

EOC E-mail: james.webster@va.gov

24 Hour Emergency Contact

Name: Jimmy Webster

Tel # office: (607) 664-4705

E-mail: James.Webster@va.gov

Primary Emergency Manager

Name: Jimmy Webster

Tel # office: (607) 664-4705

Mobile #: (607) 684-3089; (570) 423-4473

E-mail: James.Webster@va.gov

Chair of Emergency Management Committee

Name: Jimmy Webster

Tel # office: (607) 664-4705

Mobile #: (607) 684-3089; (570) 423-4473

E-mail: James.Webster@va.gov

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn
Unit: No Pediatric
Trauma Center: N/A
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - CANANDAIGUA M.C.

Address: 400 Fort Hill Avenue,
Canandaigua, NY 14424 Main Phone:

Command Center

Location: Building 1, Director's
Conference Room Tel #1: (585) 393-8394
EOC E-mail:

24 Hour Emergency Contact

Name: Chad Powers
Tel # office: (585) 393-7451
E-mail: Chad.Powers@va.gov

Primary Emergency Manager

Name: Chad Powers
Tel # office: (585) 393-7451
Mobile #: (315) 794-4225
E-mail: Chad.Powers@va.gov

Chair of Emergency Management Committee

Name: Shawn Defries
Tel # office: (585) 393-
7648 Mobile #:
E-mail: Shawn.Defries@va.gov

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn
Unit: No Pediatric
Trauma Center: N/A
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - CASTLE POINT (HUDSON)

Address: 41 Castle Point Road,
Castle Point, NY 12511 Main Phone:

Command Center

Location:

Building #15, Director's
Conferance Rm. Tel #1: (845) 831-2000
x215401

EOC E-mail:

24 Hour Emergency Contact

Name:

Robert Porter

Tel # office:

(914) 737-4400 x203517

E-mail:

Robert.Porter2@va.gov

Primary Emergency Manager

Name:

Robert Porter

Tel # office:

(914) 737-4400 x203517

Mobile #:

(914) 490-7919

E-mail:

Robert.Porter2@va.gov

Chair of Emergency Management Committee

Name:

Robert Porter

Tel # office:

(914) 737-4400 x203517

Mobile #:

(914) 490-7919

E-mail:

Robert.Porter2@va.gov

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn
Unit: No Pediatric
Trauma Center: N/A
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - JAMES PETERS M.C. (26)

Address: 130 West Kingsbridge Road,
Bronx, NY 10468 Main Phone: (718) 584-

9

Command Center

Location: 130 West Kingsbridge Road,
Room 1B07 Tel #1: (718) 584-9000
X5790
EOC E-mail:

24 Hour Emergency Contact

Name: Carlos Campo
Tel # office: (718) 584-9000 EXT 6606
E-mail: Carlos.Campo@VA.gov

Primary Emergency Manager

Name: Carlos Campo
Tel # office: (718) 584-9000 EXT 6606
Mobile #: (347) 514-5570
E-mail: Carlos.Campo@VA.gov

Chair of Emergency Management Committee

Name: Carlos Campo
Tel # office: (718) 584-9000 EXT 6606
Mobile #: (347) 514-5570
E-mail: Carlos.Campo@VA.gov

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn
Unit: No Pediatric
Trauma Center: N/A
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - MONTROSE (HUDSON)

Address: 2094 Albany Post Road,
Montrose, NY 10548 Main Phone:

Command Center Location : Tel #1: EOC E-mail:	24 Hour Emergency Contact Name: Tel # office:
	Primary Emergency Manager Name: Tel # office: Mobile #:

Chair of Emergency Management Committee Name: Tel # office: Mobile #:	Backup Emergency Manager Name: Tel # office: Mobile #:
--	---

Facility Information
Adult Trauma Center:
Burn Center / Burn
Unit: No Pediatric
Trauma Center: N/A
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - NJ - EAST ORANGE

Address: 385 Tremont Avenue,
East Orange, NJ Main Phone:

Command Center

Location:
Tel #1: (973) 676-1000 ext 202477
EOC E-mail:

24 Hour Emergency Contact

Name:
Tel # office:

Primary Emergency Manager

Name:
Tel # office: (973) 676-1000 ext 201785
Mobile #: E-mail:

Chair of Emergency Management Committee

Name:
Tel # office: (973) 676-1000 ext 201785
Mobile #: E-mail:

Backup Emergency Manager

Name:
Tel # office:
Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn Unit: No Pediatric
Trauma Center: N/A
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - NJ - LYONS CAMPUS

Address: 151 Knollcroft Road,
Lyons, NJ 07939 Main Phone:

Command Center
Location : Tel #1: EOC E-mail:

24 Hour Emergency Contact
Name: Tel # office:

Primary Emergency Manager
Name: Tel # office: Mobile #:

Chair of Emergency Management Committee
Name: Tel # office: Mobile #:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn
Unit: No Pediatric
Trauma Center: N/A
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - NORTHPORT VA M.C.

Address: 79 Middleville Road,
Northport, NY 11768 Main Phone:

Command Center

Location: 79 Middleville Road, Building 10, Room 113

Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name: Anthony Toggler

Tel # office: (631) 261-4400 x2742

E-mail:

Primary Emergency Manager

Name: Kevin Devine

Tel # office: (631) 261-4400 ext 7020

Mobile #: (631) 947-8998

E-mail: Kevin.Devine1@va.gov

Chair of Emergency Management Committee

Name: Anthony Torggler

Tel # office: (631) 261-4400 x2742

Mobile #: (631) 774-5486

E-mail: anthony.torggler@va.gov

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma Center:

Burn Center / Burn

Unit: No Pediatric

Trauma Center: N/A

Stroke Center:

STEMI Center:

Evacuation Zone (NYC, if applicable): N/A

Evacuation Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if

applicable): Out of Zone
Evacuation Zone (Westchester, if
applicable): N/A

VA HEALTHCARE - NY HARBOR -BROOKLYN (90)

Address: 800 Poly Place,

Brooklyn, NY 11209 Main Phone:

Command Center

Location: 800 Poly Pl, Main Bldg SW, Exec Suite, Rm1-216 (Bklyn NY)

Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name: Michael Ingino

Tel # office: (212) 686-7500 x

5465 E-mail:

Primary Emergency Manager

Name: Sibernie Morrison

Tel # office: (212) 686-7500 x3134

Mobile #: (917) 589-9374

E-mail: Sibernie.Morrison@va.gov

Chair of Emergency Management Committee

Name: Sibernie Morrison

Tel # office: (212) 686-7500 x3134

Mobile #: (917) 589-9374

E-mail: Sibernie.Morrison@va.gov

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma Center:

Burn Center / Burn

Unit: No Pediatric

Trauma Center: N/A

Stroke Center:

STEMI Center:

Evacuation Zone (NYC, if applicable): 4 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - NY HARBOR -NEW YORK (10)

Address: 423 East 23rd Street, New York, NY 10010 Main Phone: (212)

6

Command Center

Location: 423 E. 23rd St., Main Bldg., Exec. Suite, Rm 3022W (NY, NY)

Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name: Michael Ingino

Tel # office: (212) 686-7500

x5465 E-mail:

Primary Emergency Manager

Name: Sibernie Morrison

Tel # office: (212) 686-7500 x3134

Mobile #: (917) 589-9374

E-mail: Sibernie.Morrison@va.gov

Chair of Emergency Management Committee

Name: Sibernie Morrison

Tel # office: (212) 686-7500 x3134

Mobile #: (917) 589-9374

E-mail: Sibernie.Morrison@va.gov

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn
Unit: No Pediatric
Trauma Center: N/A
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): 1 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - SYRACUSE VA M.C

Address: 800 Irving Avenue,
Syracuse, NY 13210 Main Phone:

Command Center

Location:

 Connor Conference Room

AG-06 Tel #1: (315) 425-2096

EOC E-mail:

24 Hour Emergency Contact

Name:

 Jeanne

Jackson Tel #

office:

Primary Emergency Manager

Name:

 Jeanne

Jackson Tel #

office:

Mobile #: (315) 280-6120

Chair of Emergency Management Committee

Name:

 Michael

Delduca Tel # office:

(315) 425-4899

Mobile #: (585) 880-0226

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma Center:

Burn Center / Burn

Unit: No Pediatric

Trauma Center: N/A

Stroke Center:

STEMI Center:

Evacuation Zone (NYC, if applicable): N/A

Evacuation Zone (Nassau, if applicable):

N/A

Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - WNY - BATAVIA M.C.

Address: 222 Richmond Avenue,
Batavia, NY 14020 Main Phone:

(

Command Center

Location: 222 Richmond Avenue, Building 2,
Room 106G Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name: AOD

Tel # office: (716) 862-
8880 E-mail:

Primary Emergency Manager

Name: William Schunk

Tel # office: (716) 862-2501

Mobile #: (716) 830-9454

E-mail: william.schunk@va.gov

Chair of Emergency Management Committee

Name: William Schunk

Tel # office: (716) 862-2501

Mobile #: (716) 830-9454

E-mail: william.schunk@va.gov

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma Center:

Burn Center / Burn

Unit: No Pediatric

Trauma Center: N/A

Stroke Center:

STEMI Center:

Evacuation Zone (NYC, if applicable): N/A

Evacuation Zone (Nassau, if applicable):

N/A

Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

VA HEALTHCARE - WNY - BUFFALO M.C.

Address: 3495 Bailey Avenue,
Buffalo, NY 14215 Main Phone:

7

Command Center

Location: 3495 Bailey Avenue, Building 1, A Wing, Room 18-2

Tel #1:

EOC E-mail:

24 Hour Emergency Contact

Name: AOD

Tel # office: (716) 862-8880

E-mail:

Primary Emergency Manager

Name: William Schunk

Tel # office: (716) 862-2501

Mobile #: (716) 830-9454

E-mail: william.schunk@va.gov

Chair of Emergency Management Committee

Name: William Schunk

Tel # office: (716) 862-2501

Mobile #: (716) 830-9454

E-mail: william.schunk@va.gov

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information
Adult Trauma Center:
Burn Center / Burn
Unit: No Pediatric
Trauma Center: N/A
Stroke Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

WESTERLY HOSPITAL
Address: 25 Wells Street, Westerly,
RI 02891 Main Phone:

Command Center

Location: 25 Wells Street, Westerly,
RI 02891 Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name: Michael
Spellman Tel # office:
401-485-0800

Primary Emergency Manager

Name: Michael
Spellman Tel # office:
Mobile #: 401-485-0800
E-mail: Michael.Spellman@westerlyhospital.org

Chair of Emergency Management Committee

Name: Michael
Spellman Tel # office:
Mobile #: 401-485-0800
E-mail: Michael.Spellman@westerlyhospital.org

Backup Emergency Manager

Name: Brian Blondin
Tel # office: 860-271-
4862 Mobile #:
E-mail: Brian.Blondin@lmhosp.org

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center:
STEMI Center:
Evacuation Zone (NYC, if
applicable): Evacuation Zone
(Nassau, if applicable):
Evacuation Zone (Suffolk, if

applicable): Evacuation Zone
(Westchester, if applicable):

WHITE PLAINS HOSPITAL (87)
Address: 41 East Post Road, White
Plains, NY 10601 Main Phone: (914)

6

Command Center

Location: 41 East Post Rd., Admin. Conf.
Room (White Plains, NY)
Tel #1:
EOC E-mail:

24 Hour Emergency Contact

Name:
Tel # office: (914) 681-0600
Switchboard E-mail:

Primary Emergency Manager

Name: Ed Tangredi
Tel # office: (914) 681-2033
Mobile #: 914-447-6527
E-mail: etangredi@wphospital.org

Chair of Emergency Management Committee

Name: Ed Tangredi
Tel # office: (914) 681-2033
Mobile #: (914) 447-6527
E-mail: etangredi@wphospital.org

Backup Emergency Manager

Name: Bob
Blenderman Tel #
office: 914-681-1201
Mobile #: 914-6527

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

WINDHAM HOSPITAL

Address: 112 Mansfield Avenue,
Willimantic, CT 06226 Main Phone:

Command Center

Location: 112 Mansfield Ave,
Windham, CT Tel #1: (860) 456-9116

EOC E-mail: Genevieve.Boas@hhchealth.org

24 Hour Emergency Contact

Name:

Tel # office: (860) 456-9116

E-mail: Genevieve.Boas@hhchealth.org

Primary Emergency Manager

Name: Genevieve Boas

Tel # office: (860) 456-9116

Mobile #: (860) 333-3034

E-mail: Genevieve.Boas@hhchealth.org

Chair of Emergency Management Committee

Name: Genevieve Boas

Tel # office: (860) 456-9116

Mobile #: (860) 333-3034

E-mail: Genevieve.Boas@hhchealth.org

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center:

Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

WMC HEALTH - BON SECOURS COMMUNITY HOSP.

Address: 160 East Main Street, Port
Jervis, NY 12771 Main Phone: (845)

8

Command Center

Location: 160 East Main Street (Port
Jervis, NY) Tel #1: (845) 858-7155
EOC E-mail: Lisa.Stutz@wmchealth.org

24 Hour Emergency Contact

Name: Regina Stafford
Tel # office: (845) 858-7166
E-mail: Regina.Stafford@wmchealth.org

Primary Emergency Manager

Name: Lisa Stutz
Tel # office: (845) 858-7034
Mobile #: (845) 327-0143
E-mail: Lisa.Stutz@wmchealth.org

Chair of Emergency Management Committee

Name: Ken Peters
Tel # office: (845) 858-7401
Mobile #: (845) 545-0976
E-mail: Kenneth.Peters@wmchealth.org

Backup Emergency Manager

Name: Scott Frae
Tel # office: 845-502-
4802 Mobile #: 845-
502-4802

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: No
STEMI Center: No
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

WMC HEALTH - GOOD SAMARITAN HOSPITAL

Address: 255 Lafayette Avenue,
Suffern, NY 10901 Main Phone:

8

Command Center

Location: 255 Lafayette Ave Tel #1: 845-368-5384

EOC

GSHCommandcenter@wmchealth.org

E-mail:

24 Hour Emergency Contact

Name: Scott Frae

Tel # office: (845) 368-5805

E-mail: Scott.Frae@wmchealth.org

Primary Emergency Manager

Name: Scott Frae

Tel # office: 845-368-5805

Mobile #: 845-500-1800

Chair of Emergency Management Committee

Name: Scott Frae

Tel # office: 845-368-5805

Mobile #: 845-500-1800

Backup Emergency Manager

Name: Brian McCabe

Tel # office: 845-368-5000

Mobile #: 845-518-3660

Facility Information
Adult Trauma
Center: Level 3 Burn
Center / Burn Unit:
No
Pediatric Trauma
Center: Level 2 Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

WMC HEALTH - HEALTHALLIANCE: MARY'S AVE

Address: 105 Mary's Avenue,
Kingston, NY 12401 Main Phone:

8

Command Center

Location: 105 Mary's Ave
Tel #1: 845-334-2839
EOC E-mail:

24 Hour Emergency Contact

Name: Tim Mitzel
Tel # office: 845-616-0012
E-mail: Charles.Mitzel@WMCHHealth.org

Primary Emergency Manager

Name: Tim Mitzel
Tel # office: 845-450-5268
Mobile #: 845-616-0012

Chair of Emergency Management Committee

Name: Tim Mitzel
Tel # office: 845-450-5368
Mobile #: 845-616-0012

Backup Emergency Manager

Name: Sherie Ashdown
Tel # office: 845-450-3615

Facility Information
Adult Trauma
Center: Level 3 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A
Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

WMC HEALTH - MARGARETVILLE HOSPITAL

Address: 42084 NY-28, Margaretville, NY 12455

Main Phone: 845-586-2631

Command Center Location: Tel #1: 845-586-2631 EOC E-mail:	24 Hour Emergency Contact Name: Mindy Brugger Tel # office: 914-844-5793 Primary Emergency Manager Name: Pat Delameter Tel # office: 845-586- 2631 Mobile #: 607- 867-2612
Chair of Emergency Management Committee Name: Mindy Brugger Tel # office: 914-493-1308 Mobile 914-844-5793	Backup Emergency Manager Name: Mindy Brugger Tel # office: 914-493-1308 Mobile 914-844-5793

Facility Information

Adult Trauma

Center: No Burn

Center / Burn Unit:

No Pediatric Trauma

Center: N/A Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if applicable): N/A

Evacuation Zone (Nassau, if applicable):

N/A

Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

WMC HEALTH - MID-HUDSON REGIONAL HOSP.

Address: 241 North Road,
Poughkeepsie, NY 12601 Main

P

Command Center

Location: 2 Thorne, Hospital Command Center
Tel #1: (845) 483-5495
EOC E-mail: Comandcenter@WMCHHealth.org

24 Hour Emergency Contact

Name: Greg Berger
Tel # office: (914) 703-0247
E-mail: gregory.berger@wmchealth.org

Primary Emergency Manager

Name: Greg Berger
Tel # office: 845-483-5289
Mobile #: 914-703-0247

Chair of Emergency Management Committee

Name: Greg Berger
Tel # office: 845-483-5289
Mobile #: 914-703-0247

Backup Emergency Manager

Name: Mindy Brugger
Tel # office: 914-493-1308
Mobile #: 914-844-5500

Facility Information
Adult Trauma
Center: Level 2 Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

WMC HEALTH - ST. ANTHONY COMMUNITY HOSP.

Address: 15 Maple Avenue,

Warwick, NY 10990 Main Phone:

Command Center

Location: 3rd Floor Conference Room

Tel #1: (845) 987-5293

EOC E-mail: Elise.Steffens@wmchealth.org

24 Hour Emergency Contact

Name: Anita Volpe

Tel # office: (845) 987-5296

E-mail: Anita.Volpe@wmchealth.org

Primary Emergency Manager

Name: Elise Steffens

Tel # office: 845-987-5293

Mobile #: 917-675-0420

Chair of Emergency Management Committee

Name: Scott Frae

Tel # office: 845-368-5805

Mobile #: 845-502-4802

Backup Emergency Manager

Name: Scott Frae

Tel # office: 845-368-5805

Mobile #: 845-502-4802

Facility Information

Adult Trauma

Center: No

Center / Burn Unit:

No

Pediatric Trauma

Center: N/A

Stroke

Center: No

STEMI Center: No

Evacuation Zone (NYC, if applicable): N/A

Evacuation Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A

WMC HEALTH - WESTCHESTER M.C. (30)

Address: 100 Woods Road,
Valhalla, NY 10595 Main Phone:

9

Command Center

Location: 100 Woods Road Tel #1: 914-493-5025 EOC E-mail: EOC@WMCHHealth.org

24 Hour Emergency Contact

Name: Mindy Brugger Tel # office: 914-844-5793

Primary Emergency Manager

Name: Miindy Brugger Tel # office: 914-493-1308 Mobile 914-844-5793

Chair of Emergency Management Committee

Name: Mindy Brugger Tel # office: (914) 493-1308 Mobile #: (914) 844-5793 E-mail: Melinda.Brugger@WMCHHealth.org

Backup Emergency Manager

Name: Scott Frae Tel # office: 845-502-4802 Mobile #: 845-502-4802

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
Yes
Pediatric Trauma
Center: Level 1 Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if applicable): N/A Evacuation

Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

WYCKOFF HEIGHTS MEDICAL CENTER (58)

Address: 374 Stockholm Street,
Brooklyn, NY 11237 Main Phone:

(

Command Center

Location: 2nd Floor Nursing Conference
Room Tel #1: (718) 963-7688
EOC E-mail: psullivan@wyckoffhospital.org

24 Hour Emergency Contact

Name: Eric
Cardamone Tel #
office: (718) 302-8403

Primary Emergency Manager

Name: Eric
Cardamone Tel #
office: (718) 302-8403
Mobile #: 516 456 2456

Chair of Emergency Management Committee

Name: Lisandro Irizarry,
MD Tel # office: (718)
907-8305
Mobile #: (212) 398 6967

Backup Emergency Manager

Name: Patrick
Sullivan Tel # office:
718-509-3111 Mobile
#: 516 488 1584

Facility Information
Adult Trauma
Center: No Burn
Center / Burn Unit:
No Pediatric Trauma
Center: N/A Stroke
Center: Yes
STEMI Center: Yes
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

YALE NEW HAVEN HOSPITAL

Address: 20 York Street, New Haven, CT 06510 Main Phone:

(

Command Center

Location: 20 York Street, New Haven, CT Tel #1: EOC E-mail:

24 Hour Emergency Contact

Name: Jordan Swenson Tel # office: (203) 680-6318

Primary Emergency Manager

Name: Jordan Swenson Tel # office: (203) 680-6318 Mobile #: (203) 430-8524

Chair of Emergency Management Committee

Name: Mark Sevilla Tel # office: (203) 688-8586 Mobile #: (203) 974-2564 E-mail: Mark.Sevilla@ynhh.org

Backup Emergency Manager

Name: Kevin Shuck Tel # office: 203-789-3765 Mobile #: 203-640-8526

Facility Information
Adult Trauma
Center: Level 1 Burn
Center / Burn Unit:
No
Pediatric Trauma
Center: Level 1 Stroke
Center: Yes
STEMI Center:
Evacuation Zone (NYC, if applicable): Evacuation Zone

(Nassau, if applicable):
Evacuation Zone (Suffolk, if
applicable): Evacuation Zone
(Westchester, if applicable):

NURSING HOMES

Click on a facility name to navigate to their directory page.

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St
Johnland
Nursing
Center,
Inc St
Mary's
Hospital
For
Children
St Marys
Center
St Patrick's Home
St Vincent De Paul Residence
Terence
Cardinal

Cooke Health Care Ctr
The Amsterdam at
Harborside
The New Jewish Home,
Manhattan The New
Jewish Home, Sarah
Neuman
The Silvercrest Cntr For
Nursing & Rehab The
Steven & Alexandra Cohen
Peds LTC The Wartburg
Home
United Hebrew Geriatric Center



AMSTERDAM NURSING HOME

Address: 1060 Amsterdam Avenue, New York, NY 10025 Main Phone: 212-316-7700

Command Center
Location
: Tel #1:
EOC E-mail:

24 Hour Emergency Contact
Name:
Tel #
office:

Primary Emergency Manager
Name: Shlomo Katz-
Administrator Tel # office:
212-531-7820
cell #:

Backup Emergency Manager
Name:
Tel #
office:
Mobile #:

Facility Information

Evacuation Zone (NYC, if applicable): Out of Zone

Evacuation Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A

Evacuation Zone (Westchester, if applicable): N/A



ANDRUS ON HUDSON

Address: 185 Old Broadway, Hastings on
Hudson, NY 10706 Main Phone: (914)
478-3700

Command Center

Location: 185 Old Broadway (Hasting on
Hudson, NY) Tel #1: (914) 478-3700
EOC E-mail: lreinertsen@andrusonhudson.org

24 Hour Emergency Contact

Name: Lauren Reinerstein
Tel # office: (914) 478-3700 X823
E-mail: lreinerstein@andrusonhudson.org

Primary Emergency Manager

Name:
Tel #
office:
Mobile #:

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information

Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A
Evacuation Zone (Westchester, if applicable): Out of Zone

BRONXCARE SPECIAL CARE CENTER

Address: 1265 Fulton Avenue,
Bronx, NY 10456 Main Phone:
718-579-7000

Command Center

Location: 1265 Fulton Avenue, Administration
(Bronx, NY) Tel #1:
EOC E-mail: pkennedy@bronxleb.org

24 Hour Emergency Contact

Name: Peter Kennedy
Tel # office: (718) 579-7000
E-mail: pkennedy@bronxleb.org

Primary Emergency Manager

Name: Darrell Sokol
Tel # office: 718-579-
7000 Mobile #:
E-mail: dsokol@bronxcare.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information

Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A

BROOKLYN UNITED METHODIST CHURCH HOME

Address: 1485 Dumont Avenue,
Brooklyn, NY 11208 Main Phone:
(718) 827-4500

Command Center

Location:
Tel #1: (718) 827-4500
EOC E-mail: vorriola@bumch.org

24 Hour Emergency Contact
Name: Victor Orriola
Tel # office: (718) 827-
4500 E-mail:

Primary Emergency Manager
Name: Sandra Pitterson-
Cohen Tel # office: 718-
827-4500 Mobile #: 914-

Backup Emergency Manager
Name: Victor Orriola
Tel # office: 718-827-
4500 Mobile #: 917-

Facility Information
Evacuation Zone (NYC, if
applicable): 4 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A



CARMEL RICHMOND HEALTHCARE & REHAB CNTR

Address: 88 Old Town Road, Staten
Island, NY 10304 Main Phone: (718)
979-5000

Command Center

Location: 88 Old Town Road (Staten
Island, NY) Tel #1: (718) 979-5000
EOC E-mail:

Primary Emergency Manager

Name: Gina Esposito-
Administrator Tel # office:
718-668-8501
Cell # 718-618-8877

24 Hour Emergency Contact

Name: Kristen Long
Tel # office: (718) 668-
8560 E-mail:

Backup Emergency Manager

Name: Mary Beth
Francis Tel # office:
718-668-8501 Mobile
Cell # 917-888-8858

Facility Information
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A



CASA PROMESA

Address: 308 East 175 Street, Bronx, NY 10457

Main Phone: (718) 960-7618

Command Center

Location:

Tel #1: (718) 960-7654

EOC E-mail: jpedrosa@acacianetwork.org

Primary Emergency Manager

Name: Mike

Orozco Tel #

office:

Mobile #: 212.024.2425

24 Hour Emergency Contact

Name:

Tel #

office:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Evacuation Zone (NYC, if

applicable): Out of Zone

Evacuation Zone (Nassau, if

applicable): N/A Evacuation Zone

(Suffolk, if applicable): N/A

Evacuation Zone (Westchester, if

applicable): N/A

CHAPIN HOME FOR THE AGING

Address: 165-01 Chapin Parkway,
Jamaica, NY 11432 Main Phone:
(718) 739-2523

Command Center

Location: 165-01 Chapin Parkway
(Jamaica, NY) Tel #1: (718) 739-2523
EOC E-mail:

24 Hour Emergency Contact

Name: Jennifer McManaman
Tel # office: (718) 739-2523 x2011
E-mail: imcmanaman@chapinhome.org

Primary Emergency Manager

Name: Darren Ramswamy
Tel # office: 718-739-2523
X2007 Mobile #: 347-264-5075

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information

Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A



COBBLE HILL HEALTH CENTER

Address: 380 Henry Street,
Brooklyn, NY 11201 Main Phone:
718-855-6789

Command Center

Location: 380 Henry Street
(Brooklyn, NY) Tel #1:
EOC E-mail: dtuchman@cobblehill.org,
lvuelter@cobblehill.org

24 Hour Emergency Contact

Name: Donny Tuchman
Tel # office: (718) 855-6789 X177
E-mail: dtuchman@cobblehill.org

Primary Emergency Manager

Name: Zakiya Thomas -
Administrator Tel # office: 718-
855-6789 x123
Tel # 718-855-6789

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Evacuation Zone (NYC, if
applicable): 5 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A



CONCORD NURSING HOME

Address: 300 Madison Street,
Brooklyn, NY 11216 Main Phone:
718-636-7500

Command Center

Location

: Tel #1:

EOC E-mail:

Primary Emergency Manager

Name: Eitan Nat

Tel # office: 718-636-

7500 Mobile #:

E-mail: enat@theconcord.org

24 Hour Emergency Contact

Name:

Tel #

office:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Evacuation Zone (NYC, if
applicable): Out of Zone

Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A

Evacuation Zone (Westchester, if
applicable): N/A

EGER HEALTH CARE & REHAB CENTER

Address: 140 Meisner Avenue, Staten
Island, NY 10306 Main Phone: 718-
979-1800

Command Center

Location: 140 Meisner Avenue SI
NY 10306 Tel #1: 718-989-3113
EOC E-mail: spepper@archcare.org

24 Hour Emergency Contact

Name: Lorri Senk
Tel # office: 9177167151
E-mail: lsenk@archcare.org

Primary Emergency Manager

Name: Kristen
Ortado Tel # office:
718-989-3067 Mobile
9177167151

Backup Emergency Manager

Name: Samuel Pepper
Tel # office: 718-989-
3067 Mobile #: 718-
989-8777

Facility Information

Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A



ELIZABETH SETON CHILDREN'S CENTER

Address: 300 Corporate Blvd South,
Yonkers, NY 10701 Main Phone: (914)
294-6100

Command Center

Location: Nursing Supervisor's
Office Tel #1: (914) 294-6484
EOC E-mail:

24 Hour Emergency Contact

Name: Adriene Rosell
Tel # office: (914) 294-6302
E-mail: arosell@setonchildrens.org

Primary Emergency Manager

Name: Samantha
Carena Tel # office:
(914) 294-6101
Mobile #: (914) 512-8852

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A
Evacuation Zone (Westchester, if applicable): Out of Zone



FERNCLIFF NURSING HOME CO INC

Address: 21 Ferncliff Drive,
Rhinebeck, NY 12572 Main

Phone: (845) 876-2011

Command Center

Location: 21 Ferncliff Drive
(Rhinebeck, NY) Tel #1: (845) 876-
2011
EOC E-mail:

24 Hour Emergency Contact

Name: Dorice Tokarz
Tel # office: (845_516-1671
E-mail: dtokarz@archcare.org

Primary Emergency Manager

Name: Dorice Tokarz
Tel # office: (845) 516-1671
Mobile #: (845) 905-9010
E-mail: dtokarz@archcare.org

Backup Emergency Manager

Name: Michelle Feller
Tel # office: (845) 516-1673
Mobile #: (646) 856-1998
E-mail: mfeller@archcare.org

Facility Information

Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A

GOOD SAMARITAN NURSING AND REHAB

Address: 101 Elm Street, Sayville,
NY 11782 Main Phone: (631)
244-2400

Command Center
Location : Tel #1: EOC E-mail:

Primary Emergency Manager
Name: Tel # office: Mobile #:

24 Hour Emergency Contact
Name: Tel # office:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): Evacuation Zone
(Westchester, if applicable): N/A



GURWIN JEWISH NURSING AND REHABILITATION

Address: 68 Hauppauge Road,
Commack, NY 11725 Main Phone:
(631) 499-6500

Command Center

Location: 68 Hauppauge Road,
Administration Tel #1: (631) 715-8652
EOC E-mail: jcarpentieri@gurwin.org

Primary Emergency Manager

Name: Larry Galante
Tel # office: 631-715-
2689 Mobile #: 631-
359-7000

24 Hour Emergency Contact

Name: Michael Letter
Tel # office: (631) 715-
2605 E-mail:

Backup Emergency Manager

Name: Jennifer
Carpentieri Tel #
office: 631-715-2601
Mobile #: 631-874-

Facility Information
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): Evacuation Zone
(Westchester, if applicable): N/A



HEBREW HOME FOR THE AGED AT RIVERDALE

Address: 5901 Palisade Avenue,
Riverdale, NY 10471 Main Phone:
(718) 581-1000

Command Center Location: 5901 Palisade Avenue (Riverdale, NY) Tel #1: (718) 581-1308 EOC E-mail: Yamil.velazquez@riverspring.org	Primary Emergency Manager Name: Yamil Velazquez Tel # office: 718-581-1388 Mobile #: 301-880-8888
24 Hour Emergency Contact Name: Darwin Aulestia Tel # office: (718) 581-1367	Backup Emergency Manager Name: Tel # office: Mobile #:

Facility Information
Evacuation Zone (NYC, if applicable): Out of Zone
Evacuation Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if applicable): N/A

ISABELLA GERIATRIC CENTER

Address: 515 Audubon Avenue, New
York, NY 10040 **Main Phone:** 212-
342-9200

Command Center

Location: 515 Audubon Avenue, Board Room,
New York, NY
Tel #1: (212) 342-9777
EOC E-mail:

24 Hour Emergency Contact

Name: Loyola Princivil-
Barnett **Tel # office:** (212)
342-9301

Primary Emergency Manager

Name: Loyola Princivil Barnett-
Administrator **Tel # office:** 212-342-
9556
Mobile #:

Backup Emergency Manager

Name: Jessica Garcia-
Robinson **Tel # office:**
Mobile #: 917-790-3039
E-mail: garciel@mihs.org

Facility Information

**Evacuation Zone (NYC, if
applicable):** Out of Zone

**Evacuation Zone (Nassau, if
applicable):** N/A **Evacuation Zone
(Suffolk, if applicable):** N/A

**Evacuation Zone (Westchester, if
applicable):** N/A

ISLAND NURSING AND REHAB CENTER

Address: 5537 Expressway Drive
North, Holtsville, NY Main Phone:
(631) 758-3336

Command Center

Location: 5537 Expressway Drive
North Tel #1: (631) 758-3336 x
103
EOC E-mail: amarchand@islandnursing.org

24 Hour Emergency Contact

Name: Audrey
Marchand Tel # office:
(516) 779-5653

Primary Emergency Manager

Name: Tim Wintz
Tel # office: (631) 758-3336 x127
Mobile #: (631) 805-2210
E-mail: twintz@islandnursing.org

Backup Emergency Manager

Name: Teresa Ferguson
Tel # office: (631) 758-3336
x140 Mobile #:
E-mail: tferguson@islandnursing.org

Facility Information
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): Evacuation Zone
(Westchester, if applicable): N/A



JAMAICA HOSPITAL NURSING HOME

Address: 89-40 135th Street,
Jamaica, NY 11418 Main Phone:
718-206-5000

Command Center

Location: 89-40 135th Street, Rehabilitation
Conference Room
Tel #1: (718) 206-7800
EOC E-mail: medisvsem1@ihmc.org

24 Hour Emergency Contact

Name: Thomas
Youngmans Tel #
office: (718) 206-5100

Primary Emergency Manager

Name: Thomas
Youngmans Tel #
office: 718-206-5000

Backup Emergency Manager

Name: Angela
Czarnecki Tel # office:
718-344-7807 Mobile

Facility Information
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A



LONG ISLAND STATE VETERANS HOME

Address: 100 Patriots Road, Stony Brook, NY 11790 Main Phone: (631) 444-8606

Command Center
Location : Tel #1: EOC E-mail:

Primary Emergency Manager
Name: Tel # office: Mobile #:

24 Hour Emergency Contact
Name: Tel # office:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if applicable): Evacuation Zone
Evacuation Zone (Westchester, if applicable): N/A



MARY MANNING WALSH NURSING HOME

Address: 1339 York Avenue, New York, NY 10021 Main Phone: 212-628-2800

Command Center

Location: 1339 York Avenue (NY, NY)
1st Floor Adminstration
Tel #1: (646) 475-4805
EOC E-mail:

24 Hour Emergency Contact

Name: Michael
Monahan Tel # office:
(646) 475-4805

Primary Emergency Manager

Name: Michael
Monahan Tel # office:
212-628-2800 Mobile
212-628-2800

Backup Emergency Manager

Name: Robert Burns
Tel # office: (212) 628-2800 ext 2115
Mobile #: (646) 319-0999
E-mail: rburns@archcare.org

Facility Information
Evacuation Zone (NYC, if applicable): Out of Zone
Evacuation Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if applicable): N/A



MENORAH CENTER FOR REHAB & NURSING CARE

Address: 1516 Oriental Boulevard,
Brooklyn, NY 11235 Main Phone: 718-
646-4441

Command Center

Location: 1516 Oriental Boulevard, Conference
Center (Brooklyn, NY)
Tel #1: (718) 646-4441
EOC E-mail:

24 Hour Emergency Contact

Name: Natalie
Yakovleva Tel # office:
(718) 368-7901 E-mail:

Primary Emergency Manager

Name: Natalie
Yakovleva Tel #
office: 718-646-4441

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Evacuation Zone (NYC, if
applicable): 1 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A



METHODIST HOME FOR NURSING & REHAB

Address: 4499 Manhattan College Parkway,
Bronx, NY 10471 Main Phone: 718-548-5100

Command Center

Location: 4499 Manhattan College Parkway
(Bronx, NY) Tel #1: (718) 548-5100
EOC E-mail: mperez@mchny.org

Primary Emergency Manager

Name: Maria E. Perez-Administrator
& CEO Tel # office: 718-732-7110
Mobile #:
E-mail: mperez@mchny.org

24 Hour Emergency Contact

Name: Maria Perez
Tel # office: (718) 732-
7110 E-mail:

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A



NORTH SHORE-LIJ ORZAC CENTER FOR REHABILITATION

Address: , , 11580

Main Phone: (516) 256-6700

Command Center
Location : Tel #1: EOC E-mail:

Primary Emergency Manager
Name: Tel # office: Mobile #:

24 Hour Emergency Contact
Name: Tel # office:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Evacuation Zone (NYC, if applicable): Evacuation Zone
(Nassau, if applicable): 4
Evacuation Zone (Suffolk, if applicable): Evacuation Zone
(Westchester, if applicable):



NORTHWELL HEALTH STERN CENTER FOR REHAB

Address: 330 Community Drive,
Manhasset, NY Main Phone:
(516) 562-8000

Command Center

Location: 330 Community Drive, Conf
Rm, 1st Fl (Manhasset, NY)
Tel #1: (516) 562-8088
EOC E-mail:

24 Hour Emergency Contact

Name: Gustavus
Halley Tel # office:
E-mail: ghallev@northwell.edu

Primary Emergency Manager

Name: Gustavus
Halley Tel # office:
Mobile #: (516) 243-6010
E-mail: ghallev@northwell.edu

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information

Evacuation Zone (NYC, if
applicable): N/A Evacuation Zone
(Nassau, if applicable): Out of Zone
Evacuation Zone (Suffolk, if
applicable): N/A Evacuation Zone
(Westchester, if applicable): N/A



NORWEGIAN CHRISTIAN HOME & HEALTH CENTER

Address: 1250 67th Street,
Brooklyn, NY 11219 Main Phone:
718-232-2322

Command Center
Location
: Tel #1:
EOC E-mail:

Primary Emergency Manager
Name: Anthony Restaino
Tel # office: 718-306-
5643/5642 Mobile #:
E-mail: arestaino@ncbbc.org

24 Hour Emergency Contact
Name:
Tel #
office:

Backup Emergency Manager
Name:
Tel #
office:
Mobile #:

Facility Information
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A



NYC H+H/CARTER

Address: 1752 Park Avenue, New
York, NY 10035 Main Phone: 646-
686-0000

Command Center
Location : Tel #1: EOC E-mail:

24 Hour Emergency Contact Name: Tel # office:
--

Primary Emergency Manager Name: Floyd Long; David Weinstein Tel # office: 646- 686-0000
--

Backup Emergency Manager Name: Tel # office: Mobile #:
--

Facility Information
Evacuation Zone (NYC, if
applicable): 6 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A



NYC H+H/COLER

Address: 900 Main Street, Roosevelt
Island, NY 10044 Main Phone: 212-
848-6000

Command Center

Location: Buliding “B”, 2nd Fl., Coler
Executive Conf. Rm. Tel #1: (212) 848-5558
EOC E-mail: colercommandcenter@nychhc.org

24 Hour Emergency Contact

Name: Jose Rodriguez
Tel # office: (212) 848-
5617 E-mail:

Primary Emergency Manager

Name: Robert Hughes; Floyd R.
Long Tel # office: 212-848-
6744

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Evacuation Zone (NYC, if
applicable): 2 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A



NYC H+H/GOUVERNEUR

Address: 227 Madison Street, New York, NY 10002
Main Phone: 212-441-5000

Command Center

Location: 227 Madison Street, Room 1230 (New York, NY)
Tel #1: (212) 238-7939
EOC E-mail: GOUEOC@nychhc.org

24 Hour Emergency Contact

Name: Daniel Meisels
Tel # office: (212) 238-7675
E-mail: daniel.meisels@nychhc.org

Primary Emergency Manager

Name: Daniel Meisels- Senior Associate
Directo Tel # office: 212 238-7657
Mobile #:
E-mail: daniel.meisels@nychhc.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information

Evacuation Zone (NYC, if applicable): 4
Evacuation Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if applicable): N/A



NYC H+H/MCKINNEY

Address: 594 Albany Avenue,
Brooklyn, NY 11203 Main Phone:
(718) 245-7000

Command Center

Location: Conference Room, 1st
Floor, 1A16 Tel #1: (646) 816-6001
EOC E-mail:

24 Hour Emergency Contact

Name: David
Weinstein Tel # office:
(718) 245-7170

Primary Emergency Manager

Name: Jenna Bartley
Tel # office: 718-245-
7467 Mobile #: (646)
871-0486

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information

Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A



NYC H+H/SEA VIEW

Address: 460 Brielle Avenue, Staten
Island, NY 10314 Main Phone: 718-
317-3000

Command Center

Location: 460 Brielle Avenue, Robitzek
Building, 1st Floor Tel #1: (718) 317-3799
EOC E-mail: bingj1@nychhc.org

24 Hour Emergency Contact

Name: Dorothy McIntosh-
Waddy Tel # office: (718)
317-3609

Primary Emergency Manager

Name: Matthew Levy -
Administrator & CEO Tel # office:
718-317-3799
Mobile #:

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A



OUR LADY OF CONSOLATION NURSING & REHAB

Address: 111 Beach Drive, West
Islip, NY 11795 Main Phone: (631)
587-1600

Command Center
Location : Tel #1: EOC E-mail:

Primary Emergency Manager
Name: Tel # office: Mobile #:

24 Hour Emergency Contact
Name: Tel # office:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): Evacuation Zone
(Westchester, if applicable): N/A

PARKER JEWISH INSTITUTE FOR HC & REHAB

Address: 271-11 76th Avenue, New Hyde
Park, NY 11040 Main Phone: (718) 289-
2100

Command Center

Location: 271-11 76th Avenue, New Hyde
Park, NY Tel #1: (718) 289-2351
EOC E-mail: mrosenblut@parkerinstitute.org

Primary Emergency Manager

Name: Michael N. Rosenblut-
CEO Tel # office: 718-289-
2351

24 Hour Emergency Contact

Name: Michael
Rosenblut Tel # office:
(718) 289-2351

Backup Emergency Manager

Name: Robert
Werner Tel # office:
718-289-2354 Mobile

Facility Information

Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A



PECONIC BAY SKILLED NURSING & REHAB CENTER

Address: 1 Heroes Way,
Riverhead, NY 11901 Main
Phone: 631-548-6000

Command Center
Location : Tel #1: EOC E-mail:

Primary Emergency Manager
Name: Tel # office: Mobile #:

24 Hour Emergency Contact
Name: Tel # office:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if applicable): Evacuation Zone
Evacuation Zone (Westchester, if applicable): N/A



PROVIDENCE REST

Address: 3304 Waterbury Ave,
Bronx, NY 10465 Main Phone:
(718) 931-3000

Command Center

Location: 3304
Waterbury Ave Tel #1:
(718) 514-8457
EOC E-mail: rhiscotti@archcare.org

24 Hour Emergency Contact

Name: Richard
Biscotti Tel # office:
(718) 514-8457

Primary Emergency Manager

Name: Richard
Biscotti Tel # office:
917-931-3000 Mobile

Backup Emergency Manager

Name: Maureen
Boothby Tel # office:
(718) 514-8310
Mobile #: (646) 805-0825

Facility Information
Evacuation Zone (NYC, if
applicable): 2 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A



REBEKAH REHAB & EXTENDED CARE CENTER

Address: 1070 Havemeyer Avenue,
Bronx, NY 10462 Main Phone: (718)
863-6200

Command Center

Location: 1070 Havemeyer Avenue
(Bronx, NY) Tel #1: (718) 863-6200
EOC E-mail: kgelb@rebekahrehab.org

Primary Emergency Manager

Name: Kenneth T.
Gelb Tel # office:
718-863-6200 Mobile
315-886-5861

24 Hour Emergency Contact

Name: Kenneth Gelb
Tel # office: (718) 863-6200
E-mail: kgelb@rebekahrehab.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Evacuation Zone (NYC, if
applicable): 6 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A



RUTLAND NURSING HOME

Address: 585 Schenectady Avenue,
Brooklyn, NY 11203 **Main Phone:** 718-
604-5000

Command Center

Location: Katz Building 3rd

Floor **Tel #1:** 718-604-
5455

EOC

E-mail:

24 Hour Emergency Contact

Name: Nayyer Pervez

Tel # office: 929-675-1559

E-mail: navver.pervez@obhny.org

Primary Emergency Manager

Name: Nayyer Pervez

Tel # office: 718-604-

5227 **Mobile #:** 929-

675-1559

Backup Emergency Manager

Name: Tony Renteria

Tel # office: 718-604-

5993 **Mobile #:**

E-mail: trenteria@kingsbrook.org

Facility Information

**Evacuation Zone (NYC, if
applicable):** Out of Zone

**Evacuation Zone (Nassau, if
applicable):** N/A **Evacuation Zone
(Suffolk, if applicable):** N/A

**Evacuation Zone (Westchester, if
applicable):** N/A

SAINTS JOACHIM & ANNE RESIDENCE

Address: 2720 Surf Avenue,
Brooklyn, NY 11224 **Main Phone:**
718-714-4800

Command Center

Location: 2720 Surf Avenue, 2nd Floor,
Administration (Brooklyn, NY)
Tel #1: (718) 714-4800 X3444
EOC E-mail:

24 Hour Emergency Contact

Name: Claude Ritman
Tel # office: (718) 714-4800 X3444
E-mail: critman@ssioachim.org

Primary Emergency Manager

Name: Jennifer Kholodenko
Tel # office: 718-714-4800 ext 2202
Mobile #: 347-861-8776
E-mail: jkholodenko@ssioachim.org

Backup Emergency Manager

Name: Victoria DiSalvo
Tel # office: 718-714-4800 x 2201
Mobile #: 917-364-2696
E-mail: victoria.disalvo@ssioachim.org

Facility Information

Evacuation Zone (NYC, if
applicable): 1 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A

SAN SIMEON FOR NURSING & REHAB

Address: 61700 Route 48, Greenport, NY 11944

Main Phone: (631) 477-2110

Command Center

Location

: Tel #1:

EOC E-mail:

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

24 Hour Emergency Contact

Name:

Tel #

office:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Evacuation Zone (NYC, if

applicable): N/A Evacuation

Zone (Nassau, if applicable):

N/A Evacuation Zone (Suffolk, if

applicable): Evacuation Zone

(Westchester, if applicable): N/A



SCHAFER EXTENDED CARE CENTER

Address: 16 Guion Place, New

Rochelle, NY 10801 Main Phone:

(914) 365-3702

Command Center

Location

: Tel #1:

EOC E-mail:

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

24 Hour Emergency Contact

Name:

Tel #

office:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Evacuation Zone (NYC, if applicable): N/A

Evacuation Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

SCHULMAN AND SCHACHNE INSTITUTE

Address: 555 Rockaway Parkway,

Brooklyn, NY 11212 Main Phone:

(718) 240-5775

Command Center

Location: Brookdale

Hospital Tel #1: (718)

240-5775

EOC E-mail:

24 Hour Emergency Contact

Name: Tammy Carlisle

Tel # office: (718) 240-

8864

E-mail:

Primary Emergency Manager

Name: Reynaldo Torres-Assistant

Administrator Tel # office: 718-240-

5450

Mobile #: 516-426-2402

Backup Emergency Manager

Name: Tammy

Carlisle Tel # office:

Mobile #:

Facility Information

Evacuation Zone (NYC, if

applicable): 6 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

ST CABRINI NURSING HOME

Address: 115 Broadway, Dobbs

Ferry, NY 10522 Main Phone:

(914) 693-6800

Command Center

Location: 115 Broadway (Dobbs

Ferry, NY) Tel #1: (914) 693-6800

X557

EOC E-mail: bburke@cabrini-eldercare.org

24 Hour Emergency Contact

Name: Fred Ramdhanie

Tel # office: (914) 693-6800 X400

E-mail: framdhanie@cabrini-eldercare.org

Primary Emergency Manager

Name: Bonita Burke

Tel # office: (914) 693-6800 x557

Mobile #: (914) 316-6564

E-mail: bburke@cabrini-eldercare.org

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Evacuation Zone (NYC, if

applicable): N/A Evacuation

Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if

applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

ST CATHERINE OF SIENA NURSING AND REHAB

Address: 52 Route 25A,
Smithtown, NY 11787 Main
Phone: (631) 862-3900

Command Center
Location : Tel #1: EOC E-mail:

Primary Emergency Manager
Name: Tel # office: Mobile #:

24 Hour Emergency Contact
Name: Tel # office:

Backup Emergency Manager
Name: Tel # office: Mobile #:

Facility Information
Evacuation Zone (NYC, if applicable): N/A
Evacuation Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if applicable):
Evacuation Zone (Westchester, if applicable): N/A



ST JOHN LAND NURSING CENTER, INC

Address: 395 Sunken Meadow Road,
Kings Park, NY 11754 Main Phone: (631)
269-5800

Command Center

Location

: Tel #1:

EOC E-mail:

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

24 Hour Emergency Contact

Name:

Tel #

office:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Evacuation Zone (NYC, if
applicable): N/A Evacuation
Zone (Nassau, if applicable):
N/A Evacuation Zone (Suffolk, if
applicable): Evacuation Zone
(Westchester, if applicable): N/A

ST MARY'S HOSPITAL FOR CHILDREN

Address: 29-01 216th Street,
Bayside, NY 11360 Main Phone:
(718) 281-8800

Command Center

Location: 29-01 216th Street
(Bayside, NY) Tel #1: (718) 281-
8854
EOC E-mail: thess@stmarvskids.org

24 Hour Emergency Contact

Name: Tina Hess
Tel # office: 718-281-8854
E-mail: thess@stmarvskids.org

Primary Emergency Manager

Name: Tina Hess
Tel # office: 718-281-
8854 Mobile #: 484-
525-0510

Backup Emergency Manager

Name: Bency
Massinello Tel #
office: 718-281-8703
Mobile #: 516-606-

Facility Information

Evacuation Zone (NYC, if
applicable): Out of Zone
Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if
applicable): N/A



ST MARYS CENTER

Address: 516 West 126th Street, New York, NY 10027 Main Phone: 212-662-1826

Command Center

Location: 516 West 126th Street, ADHC Building (New York, NY)
Tel #1: (212) 665-5992
EOC E-mail: htariq@stmaryscenterinc.com

24 Hour Emergency Contact

Name: Holly Argent Tariq
Tariq Tel # office:
(212) 665-5992

Primary Emergency Manager

Name: Holly Argent Tariq,
COO Tel # office: 212-665-5992

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Evacuation Zone (NYC, if applicable): 6 Evacuation Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if applicable): N/A Evacuation Zone (Westchester, if applicable): N/A



ST PATRICK'S HOME

Address: 66 Van Cortlandt Park South,
Bronx, NY 10463 Main Phone: 718-
519-2800

Command Center

Location

: Tel #1:

EOC E-mail:

Primary Emergency Manager

Name: Sr. Diane Mack /

Cathy Cully Tel # office:

718-519-2800

Cell #:

24 Hour Emergency Contact

Name:

Tel #

office:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Evacuation Zone (NYC, if
applicable): Out of Zone

Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A

Evacuation Zone (Westchester, if
applicable): N/A

ST VINCENT DE PAUL RESIDENCE

Address: 900 Intervale Avenue,

Bronx, NY 10459 Main Phone:

(917) 645-9225

Command Center

Location: Administration Lobby

(Bronx, NY) Tel #1: (917) 645-9291

EOC E-mail: sroberts@archcare.org

Primary Emergency Manager

Name: Shennoy Wellington

Roberts - Tel # office: 917-645-

9291

Cell # 917-645-9291

24 Hour Emergency Contact

Name: Shennoy Wellington-

Roberts Tel # office: (917)

645-9291

Backup Emergency Manager

Name: Eunice

Richards Tel # office:

917-645-9244 Mobile

Cell # 917-645-9244

Facility Information

Evacuation Zone (NYC, if

applicable): 6 Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if

applicable): N/A Evacuation

Zone (Westchester, if applicable):

N/A

TERENCE CARDINAL COOKE HEALTH CARE CTR

Address: 1249 Fifth Avenue, New
York, NY 10029 Main Phone: 212-
360-1000

Command Center

Location: 1249 5th
Avenue Tel #1: 212-
360-3811
EOC E-mail: tccsecurity@archcare.org

24 Hour Emergency Contact

Name: Ariel Etrata
Tel # office: 917-886-1239
E-mail: tccengineering@archcare.org

Primary Emergency Manager

Name: Rosalie Bernard
Tel # office: 212-360-
3985/1014 Mobile #: 646-946-3502

Backup Emergency Manager

Name: Marie
Rosenthal Tel #
office: 646-946-3502
Mobile #: 646-946-3502

Facility Information
Evacuation Zone (NYC, if
applicable): 4 Evacuation Zone
(Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if
applicable): N/A Evacuation
Zone (Westchester, if applicable):
N/A

THE AMSTERDAM AT HARBORSIDE

Address: 300 E. Overlook, Port

Washington, NY 11050 Main Phone:

(516) 472-6632

Command Center

Location

: Tel #1:

EOC E-mail:

Primary Emergency Manager

Name:

Tel #

office:

Mobile #:

24 Hour Emergency Contact

Name:

Tel #

office:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Evacuation Zone (NYC, if

applicable): N/A Evacuation Zone

(Nassau, if applicable): Out of Zone

Evacuation Zone (Suffolk, if

applicable): N/A Evacuation Zone

(Westchester, if applicable): N/A

THE NEW JEWISH HOME, MANHATTAN

Address: 120 West 106th Street, New York, NY 10025 Main Phone: 212-870-5000

Command Center

Location: 120 West 106th Street, Friedman Security Desk (NY, NY)
Tel #1: (212) 870-4827
EOC E-mail: emullings@jewishhome.org

24 Hour Emergency Contact

Name:
Tel #
office:

Primary Emergency Manager

Name: Shawn Silver
Tel # office: 212-870-4901 Mobile #: 347-672-8288

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information
Evacuation Zone (NYC, if applicable): Out of Zone
Evacuation Zone (Nassau, if applicable): N/A
Evacuation Zone (Suffolk, if applicable): N/A
Evacuation Zone (Westchester, if applicable): N/A



THE NEW JEWISH HOME, SARAH NEUMAN

Address: 845 Palmer Avenue,

Mamaroneck, NY 10543 Main Phone:

(914) 698-6005

Command Center

Location: 845 Palmer Avenue
(Mamaroneck, NY) Tel #1: (718) 698-
6005

EOC E-mail: ihalpin@newishhome.org

Primary Emergency Manager

Name: Marion Smith

Tel # office: 914-864-

5131 Mobile #: 718-

600-1200

24 Hour Emergency Contact

Name: Laurence

Abrams Tel # office:

914-864-5110

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

Evacuation Zone (NYC, if

applicable): N/A Evacuation

Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if

applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

THE SILVERCREST CNTR FOR NURSING & REHAB

Address: 144-45 87 Avenue, Briarwood, NY 11435

Main Phone: 718-480-4000

Command Center

Location: Administrative Office, 1st Fl, Rm 107,
North side **Tel #1:** (718) 480-4026
EOC E-mail: nelie@silvercrest.org

Primary Emergency Manager

Name: Kim Roland-
Sanchez **Tel # office:**
718-480-4030 **Mobile**
..

24 Hour Emergency Contact

Name: Mike Tretola
Tel # office: (718) 480-4026
E-mail: mtretola@silvercrest.org

Backup Emergency Manager

Name:
Tel #
office:
Mobile #:

Facility Information

Evacuation Zone (NYC, if
applicable): Out of Zone

Evacuation Zone (Nassau, if
applicable): N/A Evacuation Zone
(Suffolk, if applicable): N/A

Evacuation Zone (Westchester, if
applicable): N/A

THE STEVEN & ALEXANDRA COHEN PEDS LTC

Address: 95 Bradhurst Avenue,
Valhalla, NY 10595 Main Phone:
(914) 831-2582

Command Center

Location:
Tel #1: (914) 831-2582
EOC E-mail:

Primary Emergency Manager

Name: John Flanagan
Tel # office: (914) 831-2408
Mobile #: (914) 240-3525
E-mail: jflanagan@blythedale.org

24 Hour Emergency Contact

Name: Larry Levine
Tel # office: (914) 592-8198
E-mail: larryl@blythedale.org

Backup Emergency Manager

Name: Jean-Claude
Santini Tel # office:
914-831-2488 Mobile
(914) 240-3525

Facility Information

Evacuation Zone (NYC, if
applicable): N/A Evacuation

Zone (Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

THE WARTBURG HOME

Address: 1 Wartburg Place, Mount
Vernon, NY 10552 **Main Phone:** (914)
513-0300

Command Center

Location

: Tel #1:

EOC E-mail:

Primary Emergency Manager

Name: John Halpin

Tel # office: (914) 513-5931

Mobile #: (914) 383-5395

E-mail: jhalpin@wartburg.org

24 Hour Emergency Contact

Name:

Tel #

office:

Backup Emergency Manager

Name:

Tel #

office:

Mobile #:

Facility Information

**Evacuation Zone (NYC, if
applicable):** N/A

Evacuation Zone (Nassau, if applicable): N/A

**Evacuation Zone (Suffolk, if
applicable):** N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

UNITED HEBREW GERIATRIC CENTER

Address: 391 Pelham Road, New
Rochelle, NY Main Phone: (914)
632-2804

Command Center

Location: Front Desk - 391 Pelham Road,
New Rochelle, NY
Tel #1: (914) 632-2804
EOC E-mail:

24 Hour Emergency Contact

Name: Mark Sanchez
Tel # office: 914-632-2804
ext 1150 E-mail:

Primary Emergency Manager

Name: Gary Scollard
Tel # office: 914-632-2804 ext. 1140
Mobile #: 914-355-1961
E-mail: Gscollard@uhgc.org

Backup Emergency Manager

Name: Christina Villanueva
Tel # office: 914-632-2804 ext. 1115
Mobile #: 646-402-4017
E-mail: CVillanueva@uhgc.org

Facility Information

Evacuation Zone (NYC, if
applicable): N/A Evacuation Zone

(Nassau, if applicable): N/A

Evacuation Zone (Suffolk, if
applicable): N/A

Evacuation Zone (Westchester, if applicable): Out of Zone

GREATER NEW YORK HOSPITAL ASSOCIATION

555 WEST 57TH STREET, NEW YORK, NY 10019 • T (212) 246-7100 • F (212) 262-6350 • WWW.GNYHA.ORG • PRESIDENT, KENNETH E. RASKE

GNYHA Emergency Contact Directory

This directory has been prepared by GNYHA to facilitate communications among providers and key government agencies in advance of and during emergencies.

The first part of the directory contains contact information for numerous local, state, and Federal agencies; private agencies such as the American Red Cross; and other key services. This information also appears on GNYHA's Web site at <https://www.gnyha.org/topic/emergency-contact-information/> as part of its Emergency Preparedness Resource Center. GNYHA is continuously updating its Web-based Emergency Preparedness Resource Center, including the section that contains the agency contact numbers.

The second part of the directory contains emergency contact information for GNYHA member hospitals and many long term care members. This part also contains information about members' facility response capabilities such as trauma-level designation and decontamination capacity.

As is the case with the agency portion of the directory, GNYHA will be continuously updating the members' contact information section of the directory and will periodically provide updates to members via e-mail. If you would like to update your organization's information, please provide the updated information to GNYHA via e-mail at contactsupdate@gnyha.org.

Thank you.

AGENCY CONTACT NUMBERS AND WEB SITES

Contacting GNYHA in the Event of an Emergency

The following are telephone numbers that GNYHA members may use to contact GNYHA in the event of an emergency. To assist members, GNYHA provides coverage at the New York City Emergency Management (NYCEM) Emergency Operations Center (EOC) whenever the EOC is activated. Although the EOC is located in New York City, GNYHA staff at the EOC are available to assist all members, whether located in or outside New York City, and to coordinate with all appropriate local agencies, including emergency management agencies, wherever they may be located as well.

- GNYHA's offices: (212) 246-7100 (A recorded message providing instructions for reaching GNYHA staff will be provided during hours that the office is closed.)
- GNYHA has also established the following number—1-866-GNYHAGO (1-866-469-4246)—for use in the event of a telephone system failure of GNYHA's main number or in the event that GNYHA employees are unable to access GNYHA's offices.
- GNYHA's desk at NYCEM: (718) 422-8770
- NYCEM's 24-hour emergency telephone number: (718) 422-8700—for use only in the event of significant emergencies when GNYHA members are unable to reach GNYHA.

Emergency Contact Information and Web Sites for Agencies

The following are contact numbers for many local, state, and Federal agencies that GNYHA members may need to contact in an emergency. Note that many Federal agencies indicated that GNYHA members should not call them directly during emergencies; they must first call their comparable local agency in the event of an emergency. GNYHA has also added Web site information for agencies, which may be of assistance to members in their preparedness and response activities.

FEDERAL AGENCIES

Centers for Disease Control and Prevention	(800) 232-4636 or (770) 488-7100	https://emergency.cdc.gov/
Centers for Medicare & Medicaid Services, New York Regional Office –Region II	(212) 616-2205	http://www.cms.gov/About-CMS/Agency-Information/RegionalOffices/index.html
Federal Bureau of Investigation		http://www.fbi.gov/
• New York		http://www.fbi.gov/newyork/
o New York City	(212) 384-1000	

o Nassau and Suffolk Counties	(631) 501-8600	
o Dutchess, Rockland, Orange, and Sullivan Counties	(845) 615-1700	
o Putnam and Westchester Counties	(914) 989-6000	
o Albany	(518) 465-7551	https://www.fbi.gov/contact-us/field-offices/albany
o Buffalo	(716) 856-7800	https://www.fbi.gov/contact-us/field-offices/buffalo
• Connecticut	(203) 777-6311	https://www.fbi.gov/contact-us/field-offices/newhaven
• New Jersey	(973) 792-3000	https://www.fbi.gov/contact-us/field-offices/newark

Occupational Safety & Health Administration	(800) 321-OSHA (800) 321-6742	http://www.osha.gov/index.html
• New York		https://www.osha.gov/contactus/bystate/NY/areaoffice
Substance Abuse and Mental Health Services Administration	(877) SAMHSA-7 (877) 726-4727	http://www.samhsa.gov/
U.S. Department of Health and Human Services	(877) 696-6775	https://www.hhs.gov/
• National Disaster Medical System	(800) USA-NDMS (800) 872-6367	https://www.phe.gov/Preparedness/responders/ndms/Pages/default.aspx
• Office of the Assistant Secretary for Preparedness and Response		https://www.phe.gov/about/aspr/Pages/default.aspx
o Region 2	(212) 264-4600	https://www.hhs.gov/about/agencies/iea/regional-offices/region-2/index.html
U.S. Department of Homeland Security	(202) 282-8000	https://www.dhs.gov/
• Federal Emergency Management Agency	(800) 621-FEMA (800) 621-3362	https://www.fema.gov/
• U.S. Secret Service	(202) 406-5708	https://www.secretservice.gov/
o NY Field Office	(718) 840-1000	
U.S. Department of State		https://www.state.gov/
• New York Field Office	(201) 346-8100	https://2009-2017.state.gov/m/ds/about/101228.htm

NEW YORK STATE AGENCIES

Department of Health		http://www.health.ny.gov/
• Bureau of Communicable Disease Control	(518) 473-4439	http://www.health.ny.gov/professionals/diseases/reporting/communicable/
o Nights and Weekends	(866) 881-2809	
• Bureau of Emergency Medical Services	(518) 417-4455	http://www.health.ny.gov/professionals/ems/
• Center for Environmental Health	(518) 402-7500	http://www.health.ny.gov/environmental/phone.htm
• County Health Departments		https://www.health.ny.gov/contact/contact_information/index.htm
• Emergency Preparedness		https://www.health.ny.gov/environmental/emergency/
o Public Health Duty Officer 24-hour Reporting Hotline	(866) 881-2809	

• Regional Offices		http://www.health.ny.gov/facilities/hospital/regional_offices.htm
o Capital District	(518) 408-5329	
o Central New York	(315) 477-8592	
o New York Metropolitan - Central Islip	(631) 851-4300	
o New York Metropolitan - New York City and Hudson Valley	(212) 417-5990	
o Western New York – Buffalo	(847) 847-4541	
o Western New York - Rochester	(585) 423-8053	
Department of Environmental Conservation		http://www.dec.ny.gov/
o New York City	(718) 482-4900	http://www.dec.ny.gov/about/605.html
o Spills Hotline	(800) 457-7362	
Division of Homeland Security and Emergency Services		http://www.dhSES.ny.gov
• Albany	(518) 242-5000	http://www.dhSES.ny.gov/contact/
• New York City	(212) 867-7060	
• Office of Emergency Management	(518) 292-2275	http://www.dhSES.ny.gov/oem/
• Office of Counter Terrorism	(518) 242-5000	http://www.dhSES.ny.gov/oct/
• Office of Interoperable & Emergency Communications	(518) 322-4911	http://www.dhSES.ny.gov/oiec/
Metropolitan Transportation Authority	511	https://new.mta.info/
Office of Mental Health	(800) 597-8481	https://www.ny.gov/agencies/office-mental-health
o Field Offices		https://www.omh.ny.gov/omhweb/aboutomh/fieldoffices.html
Office of Alcoholism and Substance Abuse Services	(518) 473-3460	https://www.oasas.ny.gov/
Regional Poison Control Centers	(800) 222-1222	http://www.health.ny.gov/professionals/poison_control/centers.htm
State Police –NYC Region	(917) 492-7100	https://www.troopers.ny.gov/Contact_Us/Troop_Information/
Terrorism Hotline	(866) SAFE-NYS (866) 723-3697	http://www.criminaljustice.ny.gov/tipsline.htm
Division of Criminal Justice		http://www.criminaljustice.ny.gov/
• Missing Persons Clearinghouse	(800) 346-3543	http://www.criminaljustice.ny.gov/missing/index.htm#/

NEW YORK CITY AGENCIES

* Please note: New York City agencies can also be reached in NYC by dialing "311" *

Department of Health and Mental Hygiene (DOHMH)		http://www1.nyc.gov/site/doh/index.page
• Bureau of Communicable Disease	(866) 692-3641	http://www1.nyc.gov/site/doh/providers/reporting-and-services/notifiable-diseases-and-conditions-reporting-central.page
• Emergency Preparedness		http://www1.nyc.gov/site/doh/health/emergency-preparedness/what-we-do.page
• Mental and Behavioral Health		http://www1.nyc.gov/site/doh/providers/health-topics/mental-and-behavioral-health.page
• NYC Well	888-NYC-WELL (888) 692-9355	https://nycwell.cityofnewyork.us/en/
• Poison Control Center (24/7)	(212) POISONS (212) 764-7667	http://www1.nyc.gov/site/doh/health/health-topics/poison-control.page

Department of Homeless Services	(212) 361-8000	http://www1.nyc.gov/site/dhs/index.page
Emergency Management	(718) 422-8700	http://www1.nyc.gov/site/em/index.page
Emergency Medical Services	(718) 999-2770	
Fire Department (FDNY)	(718) 999-2000	http://www1.nyc.gov/site/fdny/index.page
• Bronx	(718) 999-3333	http://nyfd.com/bronx.html
• Brooklyn	(718) 999-4444	http://nyfd.com/brooklyn.html
• Manhattan	(212) 999-2222	http://nyfd.com/manhattan.html
• Queens	(718) 999-5555	http://nyfd.com/queens.html
• Staten Island	(718) 999-6666	http://nyfd.com/staten_island.html
Hospital Preparedness Program		http://www1.nyc.gov/site/doh/providers/emergency-prep/hospitals.page
Office of the Chief Medical Examiner	(212) 447-2030	http://www.nyc.gov/html/ocme/html/home/home.shtml
Terrorism Hotline	(888) NYC-SAFE (888) 692-7233	

NEW YORK COUNTY AGENCIES OUTSIDE OF NEW YORK CITY

Albany County		
• County Sheriff	(518) 487-5440	http://albanycounty.com/Government/Departments/CountySheriff.aspx
• Department of Health	(518) 447-4580	http://www.albanycounty.com/Government/Departments/DepartmentofHealth.aspx
• Emergency Management Office	(518) 487-5400	http://albanycounty.com/Government/Departments/CountySheriff/EmergencyManagementOffice.aspx
Dutchess County		
		http://www.dutchessny.gov/
• Department of Emergency Response	(845) 486-2080	http://www.co.dutchess.ny.us/QuickLinks/17006.htm
• Department of Behavioral and Community Health o Nights and Weekends	(845) 486-3400 (845) 431-6465	http://www.co.dutchess.ny.us/CountyGov/Departments/DBCH/HDindex.htm
• Sheriff's Office	(845) 486-3800	http://www.co.dutchess.ny.us/countygov/departments/sheriff/shindex.htm
• NYS Police Troop K	(845) 677-7300	https://www.troopers.ny.gov
Erie County		
		http://www2.erie.gov/
• Department of Emergency Services o 24-hour dispatch	(716) 858-6578 (716) 898-3696	http://www2.erie.gov/emergencyservices/
• Department of Health o Nights and Weekends	(716) 858-7690 (716) 961-7898	http://www2.erie.gov/health/
o Emergency Medical Services	(716) 681-6070	http://www2.erie.gov/health/index.php?q=emergency-medical-services
• Sheriff's Office	(716) 858-7618	http://www2.erie.gov/sheriff/
• NYS Police Troop A	(585) 344-6200	https://www.troopers.ny.gov
Nassau County		
		http://www.nassaucountyny.gov/
• Department of Health o Nights and Weekends	(516) 227-9697 (516) 742-6154	http://www.nassaucountyny.gov/agencies/health/
• Emergency Management Office	(516) 573-0636	http://www.nassaucountyny.gov/agencies/oem/

• Nassau County Police	(516) 573-8800	https://www.pdcn.org/
• NYS Police Troop L	(631) 756-3300	https://www.troopers.ny.gov
Niagara County		
• Department of Health	(716) 439-7430	http://www.niagaracounty.com/Health
o Division of Environmental Health	(716) 439-7444	
• Emergency Services and Fire	(716) 438-3171	http://www.niagaracounty.com/fire/Home.aspx
• Sheriff's Office	(716) 438-3393	http://www.niagarasheriff.com/
• NYS Police Troop A	(585) 344-6200	https://www.troopers.ny.gov
Orange County		
• Department of Emergency Services	(845) 615-0400	https://www.orangecountygov.com/148/Emergency-Services
o Division of Emergency Management	(845) 615-0400	https://www.orangecountygov.com/345/Emergency-Management
o Division of Fire Services	(845) 374-1900	https://www.orangecountygov.com/407/Fire
o Division of Police Liaison Services	(845) 615-0566	https://www.orangecountygov.com/521/Police-Liaison-Services
• Department of Health	(845) 291-2332	https://www.orangecountygov.com/149/Health
• Sheriff's Office	(845) 291-4033	https://www.orangecountygov.com/1650/Sheriffs-Office
• NYS Police Troop F	(845) 344-5300	https://www.troopers.ny.gov
Onondaga County		
• Department of Emergency Communications –911 Center	(315) 435-7911	http://www.ongov.net/911/
• Division of Emergency Management	(315) 435-2525	http://www.ongov.net/em/
• Health Department	(315) 435-3252	http://www.ongov.net/health/
• Sheriff's Office	(315) 435-2111	https://sheriff.ongov.net/
• Surveillance Program (Gathers & Analyzes Community Health Data)	(315) 435-3648	http://www.ongov.net/health/data.html
• NYS Police Troop D	(315) 366-6000	https://www.troopers.ny.gov

Putnam County		http://www.putnamcountyny.com/health-safety/
• Bureau of Emergency Services	(845) 808-4000	http://www.putnamcountyny.com/pcbcs/
• Department of Health	(845) 808-1390	http://www.putnamcountyny.com/health/
• Sheriff's Department	(845) 225-4300	http://putnamsheriff.com/
• NYS Police Troop K	(845) 677-7300	https://www.troopers.ny.gov
Rockland County		http://rocklandgov.com/departments/
• Fire and Emergency Services	(845) 364-8800	http://rocklandgov.com/departments/fire-and-emergency/
• Department of Health	(845) 364-2512	http://rocklandgov.com/departments/health/
o Nights and Weekends	(845) 364-8600	
o Emergency Preparedness	(845) 364-2660 or (845) 364-2426	http://rocklandgov.com/departments/health/emergency-preparedness/
o Environmental Health	(845) 364-2608	http://rocklandgov.com/departments/health/environmental-health/
• Sheriff's Department	(845) 638-5400	http://www.rocklandcountysheriffoffice.com/
□		
• NYS Police Troop F	(845) 344-5300	https://www.troopers.ny.gov
Suffolk County		http://www.suffolkcountyny.gov/
• Department of Health Services	(631) 854-0000	http://www.suffolkcountyny.gov/health
o Nights and Weekends	(631) 852-4820	
o Division of Public Health		http://www.suffolkcountyny.gov/Departments/HealthServices/PublicHealth.aspx
o Public Health Hotline	(631) 787-2200	
• Office of Emergency Management	(631) 852-4900	https://www.suffolkcountyny.gov/Departments/FRES/Office-of-Emergency-Management
• Suffolk County Police	(631) 852-6000	https://www.suffolkpd.org/
• NYS Police Troop L	(631) 756-3300	https://www.troopers.ny.gov
Ulster County		http://ulstercountyny.gov/
• Department of Health and Mental Health	(845) 340-3150; (845) 340-4110	http://ulstercountyny.gov/health/health-mental-health
• Emergency Services: Communications/ Emergency Management	(845) 331-7000	http://ulstercountyny.gov/emergency-services/
• Sheriff's Office	(845) 338-3640	http://ulstercountyny.gov/sheriff

• NYS Police Troop F	(845) 344-5300	https://www.troopers.ny.gov
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Westchester County		
• Department of Emergency Services	(914) 231-1850 or (914) 231-1905 24/7	http://emergencyservices.westchestergov.com/
o Office of Emergency Management	(914) 864-5450	http://emergencyservices.westchestergov.com/divisions/office-of-emergency-management
• Emergency Medical Services	(914) 231-1616	http://emergencyservices.westchestergov.com/divisions/emergency-medical-services
• Fire Services	(914) 231-1615	http://emergencyservices.westchestergov.com/divisions/fire-services
• Department of Health	(914) 813-5000	http://health.westchestergov.com
o Nights and Weekends	(914) 424-0209	
• Department of Public Safety	(914) 864-7700	http://publicsafety.westchestergov.com/
• NYS Police Troop K	(845) 677-7300	https://www.troopers.ny.gov

CONNECTICUT AGENCIES

Department of Emergency Services and Public Protection	(860) 256-0800	https://portal.ct.gov/DESPP
• Emergency Management and Homeland Security	(860) 685-8531	https://portal.ct.gov/DEMHS
o Emergency Management	(860) 685-8541	https://portal.ct.gov/DEMHS/Emergency-Management/Emergency-Management
o Homeland Security		https://portal.ct.gov/DEMHS/Homeland-Security/Homeland-Security
o Key Telephone Numbers		https://portal.ct.gov/DEMHS/Contact-Us
o State Police	(860) 685-8190	https://portal.ct.gov/DESPP/Division-of-State-Police/Home
Department of Energy and Environmental Protection		http://www.ct.gov/deep/site/default.asp
• Emergency Spill Reporting – 24/7	(860) 424-3338 or (866) DEP-SPIL (866) 337-7745	http://www.ct.gov/deep/cwp/view.asp?a=2692&q=322572&deepNav_GID=1648

Department of Mental Health and Addiction Services	(860) 418-7000	http://www.ct.gov/dmhas/site/default.asp
Department of Public Health	(860) 509-8000	http://www.ct.gov/dph/site/default.asp
Fairfield County		
• Health Department	(203) 256-3020	http://www.fairfieldct.org/health
• Emergency Preparedness		http://www.fairfieldct.org/prepare
• Environmental Health		http://www.fairfieldct.org/content/10726/11024/18275.aspx

Greenwich		
• Department of Health	(203) 622-6488; (203) 622-7836	http://www.greenwichct.org/Government/Departments/Health_Department/
o Environmental Services	(203) 622-7838	https://www.greenwichct.gov/617/Division-of-Environmental-Services
o Public Health Emergency Planning	(203) 622-3783	https://www.greenwichct.gov/663/Public-Health-Preparedness
• Emergency Preparedness	(203) 622-2222	https://www.greenwichct.gov/435/Emergency-Preparedness
• Fire Department	(203) 622-3950	https://www.greenwichct.gov/474/Fire-Department
• Police Department	(203) 622-8000	https://www.greenwichct.gov/345/Police
Stamford		
• Department of Health	(203) 977-5652; (203) 977-4396	https://www.stamfordct.gov/department-of-health
o Division of Environmental Health and Inspection	(203) 977-4363	https://www.stamfordct.gov/environmental-health-inspections
• Emergency Services	(203) 977-5900	http://www.stamfordct.gov/emergency-services
• Fire Department	(203) 977-4763	http://www.stamfordct.gov/fire-departments
• Police Department	(203) 977-4444	http://www.stamfordct.gov/police-department
• Office of Public Safety Health and Welfare	(203) 977-5089	http://www.stamfordct.gov/public-safety-health-welfare
New Haven		
• Department of Health	(203) 946-6999	https://www.newhavenct.gov/gov/depts/health/default.htm
• Environmental Health	(203) 946-8174	https://www.newhavenct.gov/gov/depts/environmental_health_/default.htm
• Emergency Management	(203) 946-8221	https://www.newhavenct.gov/gov/depts/emergency_info/default.htm
• Environmental Health	(203) 946-8174	https://www.newhavenct.gov/gov/depts/environmental_health_/default.htm

• Fire Department	(203) 946-6300	https://www.newhavenct.gov/gov/depts/fire/default.htm
• Poison Control	(800) 343-2722	
• Police Department	(203) 946-6316	https://www.newhavenct.gov/gov/depts/nhpd/default.htm

NEW JERSEY AGENCIES

Office of Emergency Management	(609) 963-6900	http://ready.nj.gov/index.shtml https://www.njsp.org/division/homeland-security/emergency-management.shtml
Community Emergency Response Team	(877) CERT-411 (877) 237-8411	http://ready.nj.gov/cert/index.shtml
Department of Environmental Protection	(877) WARNDP (877) 927-6337	http://www.nj.gov/dep/warndep.htm
Department of Health Nights and Weekends	(609) 292-7837 (609) 392-2020	http://www.nj.gov/health/
- Emergency Preparedness 24-hour Duty Officer	(866) 341-9788	http://www.state.nj.us/health/er/index.shtml
Office of Homeland Security and Preparedness	(609) 584-4000	http://www.njhomelandsecurity.gov/
Division of Mental Health and Addiction Services	(800) 382-6717	http://www.state.nj.us/humanservices/dmhas/home/
State Police	(609) 882-2000	
Bergen County		
Department of Health Services	(201) 634-2600	https://www.co.bergen.nj.us/departments-and-services/about-health-services
Health and Safety Line	(201) 225-7000	
Department of Public Safety	(201) 785-6000	https://www.co.bergen.nj.us/about-public-safety
Emergency Management	(201) 785-5757	https://www.co.bergen.nj.us/emergency-management/emergency-preparedness-information
Essex County		
Department of Health and Rehabilitation	(973) 497-9401	https://essexcountynj.org/departments-of-health-and-rehabilitation/
Environmental Commission	(973) 228-8776	https://www.essexcountyparks.org/facilities/environmental-center
Office of the Sheriff	(973) 621-4105	http://www.essexsheriff.com/
K-9 Bomb Squad Unit	(973) 621-4111	http://www.essexsheriff.com/index.php?option=com_content&task=view&id=92&Itemid=5
Office of Emergency Management	(973) 324-9750	http://www.essexsheriff.com/index.php?option=com_content&task=view&id=4&Itemid=7
Police & Patrol Division	(973) 268-4200	http://www.essexsheriff.com/index.php?option=com_content&task=view&id=32

Hudson County		
• Hudson Regional Health Commission	(201) 223-1133	http://www.hudsonregional.org/
o Environmental Health		http://www.hudsonregional.org/index.php?menu=programs&fnum=2&frame1=statframe&frame2=pframe
o Public Health Emergency Preparedness		http://www.hudsonregional.org/index.php?menu=EmergencyPrep
• Office of Emergency Management	(201) 319-3871	http://www.hudsoncountynj.org/office-of-emergency-management--oem.aspx
• Sheriff's Office	(201) 915-1300	http://www.hudsoncountysheriff.org/
Middlesex County		
• Department of Public Health	(732) 745-3100	http://www.co.middlesex.nj.us/publichealth/index.asp
o Emergency Preparedness		http://www.co.middlesex.nj.us/publichealth/emergency-prep.asp
• Emergency Management		http://www.co.middlesex.nj.us/emergency/index.asp
o Emergency Services Bureau	(732) 727-9009 X7127	http://www.co.middlesex.nj.us/emergency/es.asp
o Fire Bureau	(732) 727-9009 X7171	http://www.co.middlesex.nj.us/emergency/fire.asp
o Emergency Medical Services Bureau	(732) 727-9009 X7130	http://www.co.middlesex.nj.us/emergency/ems.asp
o Police Bureau	(732) 225-0750 X3	http://www.co.middlesex.nj.us/emergency/police.asp
Passaic County		
• Department of Health	(973) 881-4396	http://www.passaiccountynj.org/government/departments/health/index.php
• Office of Emergency Management/ PSCC Public Safety Academy	(973) 904-3621	http://www.passaiccountynj.org/Index.aspx?NID=141
• Sheriff's Department	(973) 389-5900	http://www.pcsheriff.org/
Union County		
• Department of Public Safety	(908) 654-9816	http://ucnj.org/government/public-safety/
• Division of Emergency	(908) 654-9881	http://ucnj.org/government/Public-Safety/emergency-management

Management		
• Division of Health	(908) 518-5620	http://ucnj.org/government/Public-Safety/Division-of-Health
o Bureau of Environment Health	(908) 518-5620	http://ucnj.org/government/public-safety/division-of-health/environmental-health/
• Division of Police	(908) 654-9800	http://ucnj.org/government/Public-Safety/Division-of-Police

RHODE ISLAND AGENCIES

Emergency Management Agency	(401) 946-9996	http://www.providenceri.gov/pema/
Department of Environmental Management	(401) 222-6800	http://www.dem.ri.gov/
• Nights and Weekends	(401) 222-3070	
Department of Health	(401) 222-5960	http://health.ri.gov/
Department of Behavioral Healthcare, Developmental Disabilities	(401) 462-3291	http://www.bhddh.ri.gov/
State Police	(401) 444-1000	http://www.risp.ri.gov/
Providence County		https://www.providenceri.com/
• Emergency Management Agency and Homeland Security	(401) 680-8000	https://www.providenceri.com/PEMA/about
• Fire Department	(401) 274-3348	https://www.providenceri.com/fire
• Police Department	(401) 272-3121	https://www.providenceri.com/police
• Department of Behavioral Healthcare	(401) 462-3291	http://www.bhddh.ri.gov/bhservices/index.php
• Environmental/Public Works	(401) 467-7950	https://www.providenceri.com/DPW/environmental

OTHER ORGANIZATIONS

American Red Cross	(202) 303-5000	http://www.redcross.org/
• Blood Donations	(800) GIVE-LIFE (800) 448-3543	http://www.redcrossblood.org/
• Hospital Blood Services	(215) 451-4111	http://www.redcrossblood.org/hospitals
Con Edison	(800) 75-CONED (800) 752-6633	http://www.coned.com/

New York Blood Center		http://www.nybloodcenter.org/index.jsp
• Blood Donations	(800) 933-BLOOD (800) 933-2566	http://www.nybloodcenter.org/donate-blood/donor-center-locations/
Shelters: In the event of an emergency, information regarding NYC shelters will be posted on NYCEM's website at http://www1.nyc.gov/site/em/index.page .		

April 13, 2022

Luis. A. Zayas
Director of Safety and Security
College of Mount Saint Vincent
6301 Riverdale Avenue
Bronx New York 10471

Dear Mr. Zayas:

This will confirm and serve as a Memorandum of Understanding and Agreement to temporarily accept evacuated residents, staff members and students between our two institutions in the event of any emergency.

This will also serve as an agreement to provide any necessary "Mutual Aid" to our respective facilities and assist each of our institutions in any way possible insofar as such aid and assistance is not contrary to the Mission Statement, resources, goals and objectives of our respective institutions.

Thank you for your cooperation.

Sincerely,



Yamil Velazquez
Assistant Vice President of Campus Support Services
Hebrew Home at Riverdale
5901 Palisade Avenue
Bronx, New York 10471


4/21/22

NEWYORK-PRESBYTERIAN HEALTHCARE SYSTEM MUTUAL AID AGREEMENT

Purpose of Mutual Aid Agreement

The purpose of this Mutual Aid Agreement (MAA) is to aid members (members) of the NewYork-Presbyterian Healthcare System (System) including acute care hospitals, continuing care sites, ambulatory and specialty care institutions in their management of response to Disaster as defined herein. System is coordinated by The NewYork-Presbyterian Healthcare System, Inc. (System, Inc.) "Mutual aid" may be provided or received by any of the entities participating in this agreement, and may include:

- Medical and non-medical personnel,
- pharmaceuticals, supplies and equipment, or
- assistance with emergency evacuation, including accepting transferred patients.

This MAA is a voluntary agreement among the undersigned entities (Participating Members) for the purpose of facilitating assistance among and between the members during a Disaster. In the event of a Disaster, each affected member shall implement its emergency management plans.

This MAA establishes a relationship between the Participating Members for the purposes described herein and is intended to augment, not replace, each member's emergency management plan and to supplement any other cooperative agreements to which the undersigned members may be parties. The terms of this MAA may be incorporated into or appended to the Participating Member's emergency management plans. This MAA does not apply to routine sharing of personnel, supplies, equipment and other materials between Participating Members during normal day-to-day operations.

NOW, THEREFORE, the Participating Members hereby mutually agree as follows:

Definitions

- "Participating Members" refers to all of the System members who are parties to this agreement. Additional System members may become Participating Members by signing an Addendum to this MAA in the form attached hereto.
- "Transferring Entity" refers to a Participating Member transferring its patients as a result of a Disaster.
- "Receiving Entity" refers to a Participating Member that accepts patients from a Transferring Entity.
- "Donor Entity" refers to a healthcare institution that provides personnel, pharmaceuticals, supplies, or equipment to a Participating Member experiencing a Disaster.

- “Recipient Entity” refers to a Participating Member that receives personnel, pharmaceuticals, supplies or equipment from a donor entity.
- “Disaster” refers to a natural or man made event that significantly disrupts the environment of care (for example, damage to the member’s building(s) and grounds due to civil unrest, war, severe storms or earthquakes); that significantly disrupts care and treatment (for example, loss of utilities, such as power, water or telephones due to flood, civil disturbances, accidents); or that results in sudden, significantly changed or increased demands for the member’s services (for example, bioterrorist attack, building collapse, or plane crash in the Participating Member’s community).

General Principles of Agreement

1. Application: This MAA shall apply to Participating Members.
2. Application of the Mutual Aid Agreement: This MAA shall apply upon the declaration by the President or CEO of a Participating Member or his designee (authorized administrator) that a Disaster exists at that Participating Member’s premises.
3. Requests for/Offers of Assistance: During a Disaster, only the authorized administrator at each Participating Member has the authority to request or offer assistance.
4. Supervision of Staff: Staff that has been made available by one Participating Member to another (hereafter Temporary Staff) shall remain the employees of their original employer. (See Section 16 below.) However, while providing temporary assistance to the Recipient Entity, Temporary staff shall perform services as requested by Recipient Entity. The Recipient Entity may, as appropriate, verify identification and appropriate credentialing with the Donor Entity and may request such verification in writing.
5. Credentialing of Licensed Independent Practitioners: Nothing contained herein is intended to permit practitioners who have not been granted privileges to practice at a Participating Member the right to practice there without first having obtained clinical privileges from that Participating Member in accordance with such Participating Member’s customary credentialing or other procedures as may be appropriate. Each Participating Member, however, agrees to work cooperatively in order that the care of any transferred patients is not unduly interrupted or adversely affected, and will work to coordinate care between the respective medical staffs, or to grant temporary privileges to Temporary Staff practitioners pursuant to its applicable standard procedures.
6. Responsibility: a) The Donor Entity shall, as soon as reasonably possible, prepare an invoice of actual reasonable costs for the assistance provided and shall forward same to the Recipient Entity in accordance with applicable law. The Recipient Entity shall reimburse Donor Entity for its actual reasonable costs within ninety days following receipt of the invoice in accordance with applicable law.

b) Receiving Entities shall assume responsibility for transferred patients upon arrival and may bill for services rendered in accordance with applicable law.

7. Transportation of Evacuated Patients: The Transferring Entity will be responsible for arranging for transportation of its evacuated patients to any Receiving Entity that accepts its patients.
8. Ability to Accept or Decline Request: Participating Entities may decline requests for assistance under this MAA in their sole discretion.
9. Patient Records & Effects: The Transferring Entity will, to the extent practicable, send with each patient at the time of transfer (or as soon thereafter as possible), a copy of the patient's medical records and may send all of the patient's personal effects. Notwithstanding this, the Transferring Entity may elect to retain such personal effects until the Disaster has ended. The Transferring Entity will remain responsible for such items until transfer to and receipt thereof by the Receiving Entity. Each Receiving Entity shall acknowledge receipt to the Transferring Entity in writing.
10. Resumption of Operations by Transferring Entity: In the event of a partial or complete evacuation of Transferring Entity's facility, the Transferring Entity agrees to notify all Participating Members when it has resumed operations, reestablished services and received any necessary approvals from applicable regulatory authorities or accrediting agencies to resume accepting patients. The Transferring Entity shall then accept any return transfers of patients from Patient-Accepting entities, if so requested and appropriate in accordance with applicable law.

Miscellaneous Provisions

11. Confidentiality: Receiving Entities agree to treat any non-public information, including any technical, financial, marketing, or business information, provided to Receiving Entity by Transferring Entity, or accessed by Receiving Entity, in connection with the performance of Receiving Entity's responsibilities hereunder, in whatever form, as confidential information ("Confidential Information") and shall not disclose the same to any third party without disclosing member's prior written consent. Upon termination of this agreement, Receiving Entity will return to disclosing member or destroy all Confidential Information in Receiving Entity's possession without retaining copies thereof. All information provided by disclosing member to or to which Receiving Entity gains access under this Agreement shall be considered Confidential Information. Receiving Entity agrees to be bound and comply with all applicable federal, state and local statutes and regulations governing the confidentiality of patient records and other information, including but not limited to the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"). Receiving Entity agrees to execute New York Presbyterian's standard form of Business Associate Agreement if required by law. Receiving Entity further agrees to cause any project staff to acknowledge and be bound by the Confidentiality provisions contained herein.
12. Compliance: A) Donor Entity agrees that its employees and agents shall comply with, and this MAA shall be subject to, all applicable federal, state and local laws, rules and regulations and Recipient Entity's policies and procedures (including but not limited to those related to all laws related to anti-kickback and fraud and abuse, building access, infection control, safety, security, credentialing, and sexual harassment) and licensing or other certification requirements related to the performance of the services.

B) Notwithstanding any provision of this MAA to the contrary, each Recipient Entity and Receiving Entity remains responsible for i) requiring that any service provided at its institution complies with all pertinent provisions of federal, state and local statutes, rules and regulations, and ii) planning, coordinating and maintaining the quality of all services provided.

C) Notwithstanding any provisions of the MAA to the contrary, each Transferring Entity and Donor Entity remains responsible for:

i) requiring that any service by it or its personnel complies with all pertinent provisions of federal, state and local statutes, rules and regulations and

ii) maintaining the quality of all services provided by it or its personnel

D) Each Participating Member represents and warrants that it and all its personnel hold and will continue to hold all licenses, permits, registrations, authorizations and approvals necessary to carry out any provision of this MAA.

E) No direct or indirect compensation shall be paid between the parties in contemplation of the transfer of any patient by any Participating Member to another.

13. Insurance: Participating Members will maintain not less than the following insurance coverage:

General Liability	3 million dollars per occurrence/ 5 million dollars in the aggregate.
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Worker's Compensation	Statutory limits; 1 million dollars in the aggregate for Employer's Liability
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Professional Liability	3 million dollars per occurrence/ 5 million dollars in the aggregate
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Donor Entities and Receiving Entities shall demonstrate proof of coverage to Receiving Entities and Patient Transferring Entities upon request.

14. Choice of Law: This agreement shall be governed by and construed exclusively in accordance with the laws of the State of New York, without regard to principles of conflicts of law. [Venue for any action brought in connection with this Agreement shall be exclusively in the state or federal courts located in the county and State of New York.

15. Notice: All notices and other communications to any party hereunder shall be in writing and shall be given to such party at its address set forth on the signature page hereof. Each such notice or communication is deposited in the mail with first class postage prepaid, (ii) by nationally recognized overnight courier, 24 hours after sending, or (iii) by any other means when delivered.

16. Independent Contractors: Under no circumstances shall an employee of any Donor Entity be considered to be an employee of any Recipient Entity. Nothing in this MAA shall be construed to create an employer-employee relationship between any Participating Members and any other Participating Members' employees, agents or representatives. The parties under this MAA at all times and in all respects shall act as independent contractors. Each party shall be liable for its own debts, obligations, acts and omissions, including the payment of all required withholding, social security and other taxes or benefits and worker's compensation insurance on behalf of its personnel. Participating Members shall not withhold on behalf of any other Participating Member's personnel any sums for income tax, unemployment insurance, social security or any other withholding or benefit pursuant to any law or requirement of any governmental body.
17. Survival: Sections which by their terms involve performance after the termination or expiration of this MAA including but not limited to choice of law, confidentiality, compliance with law, notice, and independent contractor shall survive termination or expiration of this MAA.
18. Mutual Cooperation: All Participating Members shall consult and cooperate with each other to the extent possible in order to achieve the goals of this MAA, including establishing mutually agreeable policies and procedures to implement this MAA.
19. Nonexclusivity: Nothing herein shall prevent any Participating Member from entering into similar relationships for Disaster assistance with other entities.
20. Autonomy: It is understood that the governing bodies of each Participating Member shall have exclusive control of the policies, management, personnel, assets and affairs of its respective institution.
21. Entire Agreement: This Agreement supersedes any prior agreements relating to the subject matter of this Agreement, the entire agreement between the parties, and may not be modified, amended or terminated except as otherwise maybe specified herein, without the express written approval to the parties.

Term and Termination

This MAA will commence for each Participating Member on the date of entering the MAA by executing this MAA or an Addendum to this MAA in the form attached hereto, and will continue in full force and effect until terminated or modified by written mutual agreement of all Participating Members. Any Participating Member may elect to terminate participation in this Mutual Aid Agreement by providing thirty (30) days written notice to terminate to the other Participating Members. This MAA may be executed in counterparts and shall bind each party as if the original were signed by all parties.

In addition, at such time as any Participating Member ceases to be a member of the System, such Participating Member shall automatically be deemed to have terminated participation in this MAA and shall cease to be a Participating Entity.

IN WITNESS WHEREOF, the parties hereto have entered this MAA as of
8/29/11

NEWYORK-PRESBYTERIAN
HEALTHCARE SYSTEM, INC.

BY: [Signature]

NAME: LAWRENCE J. BERGER

TITLE: VP, NYPHS

BASSETT MEDICAL CENTER

BY: [Signature]

NAME: WILLIAM F. STRECK MD

TITLE: PRESIDENT & CEO

THE BROOKLYN HOSPITAL CENTER

BY: [Signature]

NAME: RICHARD B. BECKER MD

TITLE: PRESIDENT AND CEO

HEALTH QUEST SYSTEMS, INC.

BY: [Signature]

NAME: BENJAMIN DI SANTO

TITLE: VICE PRESIDENT, Facility Operations

HOLY NAME MEDICAL CENTER

BY: [Signature]

NAME: Edward Cority

TITLE: AVP Emerg. Ops.

HOSPITAL FOR SPECIAL SURGERY

BY: [Signature]

NAME: Lisa Goldstein

TITLE: Exec VP / COO

LAWRENCE HOSPITAL CENTER

BY: [Signature]

NAME: James Y. Lee

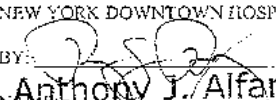
TITLE: VP / COO

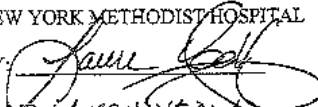
NEW YORK COMMUNITY HOSPITAL OF
BROOKLYN

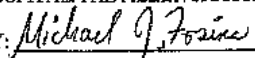
BY: [Signature]

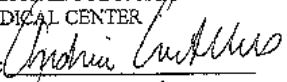
NAME: LIN H. MO

TITLE: PRESIDENT & CEO

NEW YORK DOWNTOWN HOSPITAL
BY: 
NAME: Anthony J. Alfano
TITLE: Senior Vice President
Chief Operating Officer

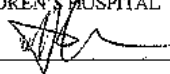
NEW YORK METHODIST HOSPITAL
BY: 
NAME: LAUREN MEDVES
TITLE: Senior VICE President

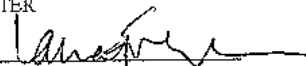
THE NEW YORK AND PRESBYTERIAN
HOSPITAL/THE ALLEN HOSPITAL
BY: 
NAME: Michael J. Fosina
TITLE: VP & Executive Director

THE NEW YORK AND PRESBYTERIAN
HOSPITAL/COLUMBIA UNIVERSITY
MEDICAL CENTER
BY: 
NAME: ANDREA CASTELLANOS
TITLE: COO

NEW YORK HOSPITAL QUEENS
BY: 
NAME: STEVEN S. MILLS FORD
TITLE: PRESIDENT & CEO

NEW YORK WESTCHESTER SQUARE
MEDICAL CENTER
BY: 
NAME: ALAN KOPMAN
TITLE: President/Chief Executive Officer

THE NEW YORK AND PRESBYTERIAN
HOSPITAL/MORGAN STANLEY
CHILDREN'S HOSPITAL
BY: 
NAME: Kevin R. Haamegan
TITLE: Sr Vice President & COO

THE NEW YORK AND PRESBYTERIAN
HOSPITAL/WEILL CORNELL MEDICAL
CENTER
BY: 
NAME: Laura Forese, M.D.
TITLE: SVP, CMO, COO, NYP/WC.

THE NEW YORK AND PRESBYTERIAN
HOSPITAL/WESTCHESTER DIVISION

BY: *Laura Forese*
NAME: Laura Forese, M.D.
TITLE: SVP, CMO, COO, NYP/WC.

NORTHERN DUTCHESS HOSPITAL

BY: *Denise George*
NAME: Denise George
TITLE: President & CEO

NORTHERN WESTCHESTER HOSPITAL

BY: *Joel Seligman*
NAME: Joel Seligman
TITLE: President & CEO

NYACK HOSPITAL

BY: *David H. Freed*
NAME: DAVID H. FREED
TITLE: PRESIDENT + CEO

PALISADES MEDICAL CENTER

BY: *Barbara J. Margowitz*
NAME: Barbara J. Margowitz
TITLE: President & CEO

PUTNAM HOSPITAL CENTER

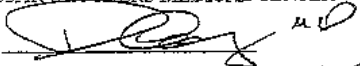
BY: *Danna M. McGeehan*
NAME: Danna M. McGeehan
TITLE: President / CEO

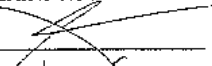
STAMFORD HOSPITAL

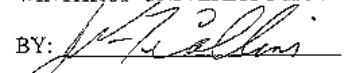
BY: *Kathleen A. Sillard*
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Executive Vice President and
Chief Operating Officer
TITLE: _____

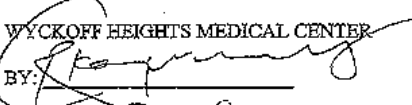
THE VALLEY HOSPITAL

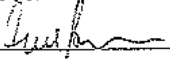
BY: *Audrey Meyers*
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TITLE: President and CEO

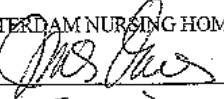
VASSAR BROTHERS MEDICAL CENTER
BY: 
NAME: Daniel Z. Atkinson MD
TITLE: President & CEO

WHITE PLAINS HOSPITAL
BY: 
NAME: Jon Schandier
TITLE: Pres & CEO

WINTHROP-UNIVERSITY HOSPITAL
BY: 
NAME: Seth F. Collins
TITLE: Pres. & Chief Executive Officer

WYCKOFF HEIGHTS MEDICAL CENTER
BY: 
NAME: Rajiv Gang
TITLE: President & CEO

GRACE SQUARE HOSPITAL
BY: 
NAME: FRANK BRUNO
TITLE: CEO

AMSTERDAM NURSING HOME
BY: 
NAME: JAMES DAVIS
TITLE: Pres / CEO

THE HEBREW HOME AT RIVERDALE
BY: 
NAME: David Weinstein
TITLE: Executive Vice President
& Chief Operating Officer

ST. MARY'S HEALTHCARE SYSTEM FOR
CHILDREN
BY: 
NAME: JEFFREY FROELICH
TITLE: PRESIDENT & CEO

THE SILVERCREST CENTER FOR COMMUNITY HEALTHCARE NETWORK
NURSING AND REHABILITATION

BY: [Signature]
NAME: NICOLAS TREOLA
TITLE: SVP & ADMINISTRATOR

BY: [Signature]
NAME: Catherine M. Abate
TITLE: Pres/CEO

NEW YORK COLLEGE OF PODIATRIC
MEDICINE

BY: [Signature]
NAME: JOEL STURM
TITLE: Vice President, Administration

BURKE REHABILITATION HOSPITAL

BY: [Signature]
NAME: Brian Swartz
TITLE: Admin Physical Plant

HELEN HAYES HOSPITAL

BY: [Signature]
NAME: Ruthcent M. Martucci
TITLE: Chief Operating Officer

THE ROGOSIN INSTITUTE

BY: [Signature]
NAME: Dorothy H. Rogosin MD PhD
TITLE: CEO/President

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

ROLES UNDER A WAIVER DECLARED BY SECRETARY

POLICY:

It is the policy of The Hebrew Home at Riverdale to establish roles for providing care during emergencies under blanket or specific 1135 waivers.

DEFINITIONS:

“1135 waiver” refers to the authority of the HHS Secretary to waive or modify certain Medicare/Medicaid requirements in the case of a public health emergency.

“Blanket waiver” refers to an 1135 waiver that applies to all similarly situated providers in the emergency area.

“Specific waiver” refers to an 1135 waiver specifically requested by a particular provider.

PROCEDURE:

1. The Hebrew Home at Riverdale staff shall provide care to residents (current and those received as a result of the emergency) without regard to payer source or other characteristic.
2. Hebrew Home will be responsible for obtaining information regarding blanket or specific § 1135 waivers in the case of major disaster or emergency declarations by the President or HHS Secretary.
 - a. The contact department for obtaining this information is Administration.
 - b. Waivers will be requested as needed on a case by case basis, in accordance with procedures specified by the 1135 contact agency.
3. Information regarding waivers shall be communicated to the Administrator, or the Incident Commander, if the Incident Command System has been initiated.
 - a. The Administrator, or Incident Commander, shall disseminate information to relevant staff (i.e. Director of Nursing, VP of HR, admissions department, etc.).
 - b. Use of waivers shall be included in the Incident Action Plan, when indicated.
4. The Accounting Department, or designee, shall bill for services provided in accordance with billing requirements, and as specified in CMS communications regarding any blanket or specific 1135 waivers.

- a. Records will be maintained with regard to the beneficiaries to whom care was provided, and the types of care provided during the timeframe covered by the waiver.
- b. Documentation of the waivers being utilized will be maintained in the Accounting Department.
- 5. The VP of Nursing shall assume responsibility for obtaining basic information regarding credentials of emergency staff providing care throughout the duration of the emergency, or the timeframe covered by the waiver.
 - a. Records will be maintained with regard to credential verification of emergency staff, and the waiver that allows for any flexibility for the use of those staff.
 - b. Emergency staff utilized in accordance with blanket or specific 1135 waivers will not be allowed to care for residents after the time frame specified by the relevant waivers.
- 6. The Hebrew Home at Riverdale shall plan jointly with state or local emergency management officials for the provision of care at alternate care sites, when necessary.
 - a. The Hebrew Home at Riverdale does not have a pre-designated alternate care site.
 - b. Considerations for planning include equipment and supplies, command/control, and staffing.
- 7. Normal operations will resume as soon as practicable, but no later than the time period specified by any blanket or specific waiver.

Directions: List each resident that is admitted to this facility under a blanket or specific § 1135 waiver or is subject to flexibilities of a waiver.

[illegible]

Emergency Staff Utilized Under 1135 Waiver

Directions: List each emergency staff or volunteer that is utilized in the facility under a blanket or specific 1135 waiver. Maintain credential verification information with each emergency staff or volunteer file.

Name	Paid/ Volunteer	Credenti al Type	Credential Verification Method	Flexibility/Waiver Being Utilized	First Work Day	Last Work Day	End Date of Waiver

HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

CONTINUITY OF OPERATIONS

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1 Introduction

1.1 Background

The Hebrew Home at Riverdale maintains the Emergency Preparedness Plan that addresses all aspects and phases of emergency management including preparedness, response, recovery and mitigation. This Continuity of Operations Plan (COOP) serves as an annex to that plan and operates under the same principles including the use of Nursing Home Incident Command System (NHICS) to manage emergencies.

Continuity of Operations (COOP) is defined by the Federal Emergency Management Agency (FEMA) as the effort to ensure that an organization's essential functions continue to be performed during a wide range of emergencies, including localized acts of nature, accidents, and technological or attack-related emergencies. The Hebrew Home at Riverdale recognizes the importance of COOP planning as part of a comprehensive approach to emergency management and for the safety and wellbeing of its residents.

1.2 Purpose/Scope

The purpose of the Continuity of Operations Plan (COOP) is to establish policy and guidance to ensure the essential business functions of the Hebrew Home at Riverdale are continued in the event that a human caused, natural or technological emergency disrupts or threatens to disrupt normal business operations. The COOP establishes a framework enabling the Hebrew Home at Riverdale to operate with a significantly reduced workforce, limited or no electricity, diminished availability of resources, and to conduct business operations from an alternate site should our facility become uninhabitable.

This is an all-hazards plan that considers a multitude of hazards that may cause potential disruptions to the essential functions of this facility (e.g., flooding, power outages and epidemics). It is a framework that establishes a succession plan and delegation of authorities, and a restoration prioritization of essential services, identifies back-up procedures and redundant resources. Additionally, this plan also addresses relocation, devolution, and reconstitution should the situation warrant this serious level of action.

2.0 Concept of Operations

2.1 Objectives

This COOP was developed to improve the Hebrew Home at Riverdale's ability to continue essential functions across a variety of emergencies. The objectives of this COOP include:

- To pre-identify priorities and timeframes for the continuation of essential services during an emergency
- To develop alternate procedures and staff protocols that can be implemented to support the continuation of essential services during disruptions
- To protect essential facilities, equipment, records and other assets
- To reduce or mitigate disruptions to operations
- To reduce injuries and loss of life
- To minimize damage and losses to our facility and assets within it.
- To facilitate decision-making for execution of the COOP and the subsequent conduct of operations.
- To achieve timely and orderly recovery from a prolonged emergency and resume full services

2.2 Planning Assumptions and Considerations

- Staff levels may be significantly reduced during a COOP event due to many circumstances including public health emergencies, and events that impact transportation systems such as transit strikes.
- Remaining workers may be psychologically affected by disaster, disease, family concerns, and concerns about economic loss or fear.
- Information and communications systems that support essential functions during normal day to day operations may not be available.
- State Regulations may guide or impact facility activities during a COOP activation.

2.3 Vulnerability and Risk Assessment

The Hebrew Home at Riverdale conducts a Hazard Vulnerability Analysis (HVA) annually to determine the hazards for which we are most vulnerable. The HVA is part of the Emergency Preparedness Plan located at each Nurse's station. The top hazards identified as well as related hazard specific response protocols are located in the Emergency Preparedness Plan.

2.4 COOP Planning Team

The Hebrew Home at Riverdale's management ensures that a COOP Planning Team is in place to develop and update the COOP plan as well as coordinate all COOP planning activities. The COOP Planning Team represents personnel with knowledge of and experience with most of our facility functions and processes. When needed, the COOP Team will consult with other staff for expertise not represented on the committee such as legal, human resources, and Administration. The team is made up of staff in the following positions:

Nursing Home
• Nursing • Social Services • ITTS • Engineering • Housekeeping • Security • Accounting

Essential Functions

“Essential Functions” are duties that the Hebrew Home is responsible for that must continue no matter what happens. When identifying Essential Functions, the Hebrew Home at Riverdale COOP team is informed by the following:

- Nursing Home and operating principles;
- Laws or statutes and regulations; and
- Safety of residents and staff.

Essential Functions Restoration Priority Metrics

The Hebrew Home at Riverdale recognizes that circumstances may not allow staff to continue all functions that are related to the mission of the organization. Therefore, The Hebrew Home at Riverdale must make decisions on what activities to suspend and for what amount of time. To help the Incident Management Team (IMT) manage and make decisions during

COOP events, the facility uses the *Essential Functions Restoration Priorities Metric* to help prioritize the continuation or resumption of services (see below).

Essential Functions Restoration Priorities Metric ¹		
<i>Priority</i>	Impact on Health and Safety, Business Operations or Resident Services	<i>Program/Service Restoration Timeframe</i>
A	Critical Impact	0-5 hours
B	High Impact	5-24 hours
C	Moderate Impact	24- 72 hours
D	Low Impact	72 hours to 2 weeks

Essential Function Analysis

The following Essential Functions Table was developed in order to help the IMT manage COOP events (see Section 3 of this COOP Plan: COOP Operations) and assist in planning for events by 1) pre-prioritizing functions (based on Essential Functions Restoration Priorities Metric); 2) identifying major resources and other inputs that are required for the functions to continue; 3) identifying which functions/services require the development of alternate procedures/plans

Table A: Essential Function Analysis

Table A: Essential Function Analysis						
Essential Functions	Priority Rank (A, B, C, D) ²	Electricity Dependence (yes/no)	Software System	Critical Supplies and Equipment	Staff Responsible	Alternate Staff Sources
Administration						
Leadership	A	No	No	Cell phone/Email	Administrators	Department Heads
Emergency Management	A	Yes	One Call Now	Cell phone/Email	ITTS	Lincoln Tech
Business Operations						
Payroll - Timekeeping	B	Yes	Kronos	Time Clocks	Finance	
Payroll – Distribution of funds	D	Yes	ADP	Paper/Printer	Finance	
Billing - Collections	D	Yes	Matrix Care	Computer	Finance	
Accounts Payable	D	YES	Sage Mass 500	Computer	Finance	
Case Management	D	Yes	Matrix Care	Computer	Clinical Staff	Nursing management
IT Support	A	Yes	Everything	Computer	ITTS	Lincoln Tech
Purchasing	B	Yes	Sage	Computer	Materiel	

² Refer to Essential Functions Restoration Priorities Metric in section 2.6: Essential Functions Restoration Priority Metrics.

Table A: Essential Function Analysis

Essential Functions	Priority Rank (A, B, C, D) ²	Electricity Dependence (yes/no)	Software System	Critical Supplies and Equipment	Staff Responsible	Alternate Staff Sources
					Management	
Resident Funds	D	Yes	Matrix Care	Money/Paper	Finance	
Routine Admissions	C	Yes	Esin and E Discharge	Cellular/Email	Admissions	
Dietary Services						
Individualized Menu Planning	C	Yes	Geri- Menu	Computer/Printer	Food Service	Dieticians
Producing Meals	A	Yes	Geri- Menu	Kitchen/appliances	Food service	
Serving Meals	A	Yes	Geri- Menu	Serving carts/utensils	Food Service	Dieticians and Housekeepers
Kitchen Sanitation	B	No	Geri- Menu	Water/cleaning tools	Food Service	Housekeeping
Plant Operations						
Front Desk/Reception/Security	A	Yes	Safari Telecom	Radio/Phone Computer/printer	Security	
Housekeeping	C	Yes		Cleaning equipment	Housekeeping	Designated staff
Maintenance	C	Yes		Tools	Engineering	
Critical Systems Maintenance						
Heating	B	Yes	BMS	Computer	Engineering	
Cooling	B	Yes	BMS	Computer	Engineering	

Table A: Essential Function Analysis

Essential Functions	Priority Rank (A, B, C, D) ²	Electricity Dependence (yes/no)	Software System	Critical Supplies and Equipment	Staff Responsible	Alternate Staff Sources
Water	A	No			Engineering	
Trash Disposal	B	YES		Bins, compactors bailers	Housekeeping	
Fire Suppression	A	YES		Dampers/fire extinguishers	Engineering	
Clinical Services						
Infection Control	B	Yes	Matrix Care		Nursing	Housekeeping
Medical Evaluation	B	Yes	Matrix Care		Medical	
Mental Health Evaluation	C	Yes	Matrix Care		Medical	Social Services
Accessing and updating Medical Records	C	Yes	Matrix Care		HIM	
Medical (Physician Services)	B	Yes	Matrix Care		Medical	
Medical (Consulting physician services)	C	Yes	Matrix Care		Medical	
Nursing: Specialized	A	Yes	Matrix Care		Nursing	
Medication Treatment & Administration	A	Yes	Matrix Care		Nursing	
Personal Care	C	Yes	Matrix Care		Nursing	
Diagnostics and Labs	C	Yes	Matrix Care		LAB	Medical
Central Supplies						

Table A: Essential Function Analysis

Essential Functions	Priority Rank (A, B, C, D) ²	Electricity Dependence (yes/no)	Software System	Critical Supplies and Equipment	Staff Responsible	Alternate Staff Sources
Ordering/Tracking/Dist.	B	YES	S-Sage		Materiel Management	
Pharmaceuticals						
Managing pharmaceuticals (ordering, receiving, distributing)	B	Yes	Partners Pharmacy		Nursing	
Rehab						
Rehab Services	C	Yes	Health Pro	Walkers, wheel chairs, beds	Rehab	
Transport to appointments						
Critical: Dialysis, Chemo	B	Yes		Ambulette	Transport	
Routine: Doctor's visits	D	Yes	Matrix Care	Ambulette	Transport	
Activities						
Recreation/Entertainment/ Friendly visits	C	No	Sagely	Wheelchairs	Transport	Volunteers
Pastoral Care	D	No			Transport	Volunteers
Haircutting	D	No	Trent Salon	Scissors/brush	Transport	Volunteers
Social Services						
Psychosocial Assessment	C	Yes	Matrix Care		Nursing	Social Services
Discharge Planning	B	Yes	Matrix Care		Discharge Team	Social Services

Table A: Essential Function Analysis

Essential Functions	Priority Rank (A, B, C, D) ²	Electricity Dependence (yes/no)	Software System	Critical Supplies and Equipment	Staff Responsible	Alternate Staff Sources
Staff Development						
Training	D	Yes	Relias		Human Resources	
Marketing and PR						
Marketing/Advertising	D	Yes			VP communications	
Communication with the media	B	Yes			VP communications	

3. COOP Operations

3.1 Incident Command System (NHICS) and COOP

The Hebrew Home at Riverdale uses the Nursing Home Incident Command System to manage emergencies through the Activation of the Incident Management Team (IMT). This applies to COOP events as well. In addition:

- The standard NHICS forms may be used to track and document the COOP activation and facility response. COOP-specific operational considerations are listed below in Section 3.2: Activation and Notifications.
- As with all activations, staff who are not assigned to the IMT or performing priority essential functions, may be re-assigned.
- Managing a COOP event will likely require additional expertise that currently is not on the facilities IMT. Specifically, as needed the Incident Commander will consult with the following people:
 - Administration
 - Legal

3.2 Activation and Notifications

This plan is activated in conjunction with the Hebrew Home at Riverdale Emergency Preparedness Plan. In all likelihood the EMERGENCY PREPAREDNESS PLAN will be activated first in response to an actual or anticipated emergency. In accordance with NHICS, the facility Incident Management Team (IMT) will also be activated. After the immediate response phase concludes, and or the incident reveals itself as having the potential to cause significant and prolonged interruption in service, the team may activate this COOP Plan.

Specific circumstances that could impact delivery of essential functions/services and therefore trigger the activation of this plan could include:

- Lack of or reduced availability of staff
- Damage to or lack of access to critical equipment, resources and information
- Physical damage to building
- Possible compromised health of residents and or staff
- Loss or damage to critical infrastructure including:
 - Electrical System
 - Water System
 - Ventilation
 - Fire Protection System
 - Fuel Sources

- Medical Gas and Vacuum Systems
- Communication Infrastructure
- IT Infrastructure

Notifications and ongoing communications will be accomplished through means described in the Emergency Preparedness Plan.

3.3 Prioritization and Suspension of Services

One of the most important types of decisions the IMT will make during a COOP event revolve around the continuation and suspension of services. The following actions will be taken at the initial activation of the COOP plan and be re-visited and adjusted at least daily during a COOP activation:

- Review the Essential Functions Analysis Table A in Section 2.8 and confirm which functions require immediate attention (i.e., listed as “A” priority).
- Initiate alternate procedures or work-arounds to ensure the continuation of priority functions. Team should review all tables for notes on back-up actions as well as more detailed procedures in Appendix 14 of this COOP Plan.
- Make decisions regarding suspension of lower priority services/functions.
- Take actions required to suspend lower priority services (i.e., cancellation of routine appointments, notifications to families, etc.)

3.4 Staffing contingencies

- During a COOP event the IMT will closely monitor and plan for staffing impacts. Some options for expansion of both professional and non-clinical staff include the following:
 - Temporarily increase nurse/CNA-to-patient ratios on floors
 - Hold current staff on overtime after shift
 - Change from three 8-hour shifts to 16 hour shifts
 - Call back off-duty staff from earlier shift
 - Contract additional agency nurses
 - Utilize nursing students for clinical support (ideally through pre-developed agreements)
 - Cancel staff days off (first one per week, then both)
 - Cancel holidays and vacation leaves
 - Re-assign staff temporarily from roles/functions that are temporarily suspended; for staff assuming new roles IMT will ensure the adequate operational training is provided.

4.0 Orders of Succession

To ensure the continuity of leadership in key roles within the facility, three levels of “successors” for all critical facility leadership positions have been identified as indicated below. Successors assume the indicated leadership role in the event that the individual currently in the leadership role is not able to serve in the position for any reason.

Table B: Orders of Succession			
Orders of Succession			
Key Position (Position Title)	Successor 1	Successor 2	Successor 3
CEO	COO	Chief Clinical Officer and Licensed Nursing Home Administrator	Senior Vice President of Quality and Corporate Compliance
Chief Clinical Officer and Licensed Nursing Home Administrator	<i>Senior Vice President of Quality and Corporate Compliance</i>	<i>VP of Administration</i>	<i>VP of Nursing</i>
VP of Facilities Management	<i>Director of Engineering and Plant Operations</i>	<i>Assistant Director of Engineering</i>	<i>Engineer</i>
Director of Engineering	<i>Assistant Director of Engineering</i>	<i>Engineer</i>	
CFO	VP of Finance	Assistant VP of Finance	
Director and Managing Attorney of the Weinberg Center	Assistant Director and General Counsel of the Weinberg Center	Senior Elder Justice Specialist	

Table B: Orders of Succession			
Orders of Succession			
Chief Information Officer	ITTS Operations Manager	Director of ITTS Infrastructure	
VP of Communications	Senior Manager of Content and Social Media		
Medical Director	Physician		
Vice President of Social Services	Resident Services Coordinator	Discharge Planner	
Chief Human Resources Officer	AVP of Human Resources	Assistant Director of Human Resources	
VP of Administration	Assistant Director of Security	Site Supervisor	
Director of Materiel Management and Logistics	Assistant Director of Materiel Management		
Vice President of Food Services	Assistant Director of Food Services	Director of Culinary Services	
Director of Therapeutic arts and Enrichment	Assistant Director of TAEP	TAEP supervisor	
AVP of Resident Engagement and Spiritual Healing	VP of Administration		
Director of Religious Affairs	Director of Volunteers		
Chief Curator and Director	Associate Curator		
Director of	Housekeeping		

Table B: Orders of Succession			
Orders of Succession			
Environmental Services	Supervisor		
Director of Customer Service	Customer Service Manager		
Director of Sales and Marketing for River's Edge	Assistant Director of Sales and Marketing for River's Edge		
Director of Rehab	Rehab Supervisor		
Vice President of Rehab	Director of CDR	HIM Manager	

5.0 Delegation of Authority

Delegations of Authority provide successors the legal authority to act on behalf of the Agency/Organization for specific purposes and to carry out specific duties. Specific types of authority are listed below in order to either 1) Put limits on the type of actions a successor can take by clarifying the parameters around when a particular action can be taken or decision made 2) Clearly articulate that a successor has a particular kind of authority to take action (that might be in question by the individual and/or staff). Delegations of Authority take effect when normal channels of direction are disrupted and will terminate when these channels are reestablished.

5.1 Table C: Delegation of Authority

List specific Delegations of Authority using the table below. Examples are listed in italics; modify to reflect facility specifics.

Table C: Delegation of Authority		
Delegations of Authority		
Authority	Position Holding Authority	Triggering Conditions for authority transfer
Facility Evacuation	<i>President & CEO</i>	<i>When President & CEO is not available and when conditions make remaining in the facility unsafe.</i>
Activation of MOUs	<i>President & CEO, Administrator</i>	<i>When these positions are not available, but need to activate MOUs arises.</i>
Approve Emergency Expenditures over	<i>President & CEO, CFO</i>	<i>When these positions are not available but emergency purchasing of goods and services is required.</i>

6. Alternate Facilities and Relocation

The Hebrew Home at Riverdale maintains an evacuation plan that details all aspects of evacuation planning and response including decision-making, equipment and supplies, and operations. This Evacuation Plan will be utilized when evacuation is implemented or is being considered. Evacuation locations including temporary holding areas, primary and secondary relocation sites are listed in The Evacuation Plan. The facility also maintains agreements with a number of facilities to serve as potential relocation sites (include send/receive arrangements, if applicable). These agreements are located in the emergency preparedness plan. While these alternate facility agreements are in place, relocation of residents will be dependent on many factors including the magnitude and impact of the event on the surrounding community. The Evacuation Plan also details how administration will continue operations during a full facility evacuation.

E

EMERGENCY EVACUATION

The Hebrew Home at Riverdale is a Shelter in Place facility, able to provide emergency power to all residential areas and common spaces inside buildings. In the event of a fire or other emergency calls for an evacuation, lateral movements will be considered first before utilizing stairwells. The following guidelines must be utilized:

1. Orderly evacuation of residents is vitally important to ensure everyone's safety.
2. THE FIRE DEPARTMENT, ADMINISTRATION AND NURSING MANAGEMENT WILL DECIDE IF A MASS EVACUATION IS NECESSARY.
3. Staff members should be familiar with the locations of all smoke barrier doors, stairwells, fire exits and evacuation routes in their work areas.
4. Emergency exits are posted throughout the facility to expedite the safe evacuation of residents and staff members from all areas of the Home.
5. In general, if it is necessary to evacuate residents from a threatened area, they should be moved into an adjoining area on the same floor, separated from the area threatened by fire and smoke barrier doors, with an available exit that does not require travel through the affected area.
6. Should horizontal evacuation be impossible, use stairs unaffected by the fire and proceed to the floor below the fire and await further directions.
7. The Charge Nurse/Manager must ensure that medical records and medication carts accompany residents during any evacuation situation.

PREPARING FOR EVACUATION

A. Inspection of Exit Routes

1. Do not evacuate until the order is given unless emergency conditions warrant otherwise.
2. Turn on all lights.
3. Inspect exit routes to ensure they are safe and passable.
4. Use only those exits that have been declared safe.

B. MEDICAL EQUIPMENT BREAKDOWN PROCEDURES

1. Catheter drainage bag: Place drainage bag on resident.
Option: Disconnect catheter from drainage tubing.
2. Feeding pump assembly: Remove tubing from pump. Remove bag from pole and place next to resident.
Option: Disconnect feeding line from NG-tube or G-tube.
3. Intravenous line: Clamp line or leave it open (at the discretion of the Nurse). Remove bag from pole and place on bed.
4. IV with pump:

If pump is not needed:
Remove IV tubing from pump. Remove bag from pole and place on bed.

If pump must be taken:
OPTION 1: Disconnect pump from electrical outlet, remove pump and bag from pole and place on bed.
OPTION 2: Disconnect pump from electrical outlet and move pole with bed.
5. Oxygen: Shut off flowmeter and remove mask or cannula from resident. OPTION: Pull line off flowmeter.

OR

Disconnect flowmeter from wall outlet and take with resident.
After all residents in the affected area are off oxygen, consider whether to shut off the oxygen supply or not. Be sure that residents in adjacent zones will not be affected.

EVACUATION DECLARED

1. Close doors behind you as you evacuate
2. First evacuate residents in the area of immediate danger.
3. Follow the overhead emergency exit signs to the stairs. Do not use the elevators unless given the authority by the fire department.
4. Walk away from the danger area and evacuate residents to their designated assembly areas.
5. Account for all residents and staff upon arrival at the assembly area.
6. Immediately report anyone missing.

SAFETY PRECAUTIONS DURING EVACUATIONS

1. Keep low when traveling through smoke filled corridors. Crawl along the floor if necessary.
2. Do not run or allow anyone to run in smoke filled areas.
3. Cover the nose and mouth with a wet towel when going through smoke.
4. Watch for falling debris and exposed wires.
5. Do not open a door into an area where a suspected fire might be located.
6. Choose the safest way out.
7. Ensure all doors and windows are closed as they are passed through.
8. Once out, do not let anyone return.
9. Remain calm, do not panic.

INTERIOR EVACUATION ASSEMBLY AREAS

ASSISTED LIVING RESIDENCE PAVILION

Primary evacuation location- Great Room/Therapeutic Arts Activity Center

Secondary evacuation location- Maurer Wintergarden

HAUSER NEIGHBORHOOD

Primary evacuation location- Maurer Wintergarden

Secondary evacuation location- Great Room/Therapeutic Arts Activity Center

STOLZ PAVILION

Primary evacuation location— Great Room/Therapeutic Arts Activity Center

Secondary evacuation location— Maurer Wintergarden

RESNICK PAVILION

Primary Evacuation location— Great Room/Therapeutic Arts Activity Center

Secondary Evacuation location— Maurer Wintergarden

LINK PAVILION

Primary Evacuation location— Great Room/Therapeutic Arts Activity Center

Secondary Evacuation location— Maurer Wintergarden

REINGOLD PAVILION

Primary Evacuation location— Great Room/Therapeutic Arts Activity Center

Secondary Evacuation location— Maurer Wintergarden

RIVERWALK

Primary Evacuation location—RiverWalk Dining Room

Secondary Evacuation location- Maurer Wintergarden

EXTERIOR EVACUATION AREAS

In the event that all our buildings have to be evacuated, residents must be moved to the Great lawn and RiverWalk parking lot to minimize danger and avoid interference with any emergency operations.

- RESNICK & REINGOLD PAVILIONS—Assemble in the RiverWalk parking lot
- HAUSER NEIGHBORHOOD- Assemble in the RiverWalk parking lot
- STOLZ & LINK PAVILIONS—Assemble in the RiverWalk Parking lot
- ASSISTED LIVING RESIDENCE—Assemble in the Great Lawn
- RIVERWALK—Assemble in the RiverWalk parking lot

Staff must ensure that residents remain grouped by neighborhoods/buildings for accountability purposes.

METHODS OF EVACUATION

1. Residents are classified as either: AMBULATORY, WHEEL CHAIR, OR BED-BOUND.
2. Ambulatory residents should be moved first followed by wheelchair residents and then bed-bound residents.
3. Ambulatory residents should be led by a staff member to a safe assembly area.
4. If it is necessary to evacuate vertically, residents should be instructed to hold hands if possible and walk single file downstairs staying to the right.
5. Wheelchair bound residents should be evacuated next.
6. If necessary to evacuate wheelchair residents vertically a two-person carry can be employed or a folding evacuation chair can be employed.
7. Bed-bound residents should be evacuated next. Bed-bound residents can be evacuated horizontally using the sheet drag or blanket drag method. Vertical evacuation can be accomplished using sheet or blanket carry or employing an emergency stretcher.
8. Folding evacuation chairs and stretchers are stored in the disaster cabinet and can be brought to the area by Security.

OFF CAMPUS EVACUATION

1. The Administrator in charge in conjunction with the Social Services Department will ensure that appropriate arrangements with neighboring facilities and families are made to care for evacuated residents.
2. If applicable, Social Services will call families, notifying them of transfer arrangements, pickup locations or destinations.
3. In the event that residents must evacuate the Hebrew Home Campus temporary, accommodations are available at the College of Mount Saint Vincent.
4. Sufficient staff and equipment should accompany each resident in order to ensure adequate supervision.
5. Residents requiring hospitalization can be transferred to New York Hospital, St. Joseph's Hospital, Allen Pavilion, Montefiore Medical Center or any other hospital facility with available space.
6. Medical records/medications must also accompany each resident.
7. Transportation during an evacuation can be accomplished by utilizing the services below or any other company that provides ambulette/ambulance service.

TRANSPORTATION SERVICES

R Myle Worldwide Inc	646-844-8577
Sinai Van Service	212-547-7979

Interoperable Communications

The Hebrew Home at Riverdale maintains a detailed communications plan located within the EMERGENCY PREPAREDNESS PLAN. The plan includes:

- Notification procedures and methods
- Information on developing communication messages
- Lists of location and updating procedures for all contact lists of key stakeholders including staff, patients, vendors, other Federally Qualified Health Centers (FQHCs), and government health and emergency agencies
- Method and procedures for sharing patient information with other providers to maintain continuity of care.
- Method for communicating facility's needs, and its ability to provide assistance
- Communication equipment and modalities including primary and alternate means for communicating with stakeholders above

Emergency Communications Policy

1. The Hebrew Home at Riverdale shall maintain accurate contact information for regular and contract staff, residents' physicians, volunteers, and other long-term care facilities.
 - a. Each employee (regular or contract) is responsible for notifying the HR department and his/her supervisor of any changes in contact information, including changes in home address and telephone number(s).
 - b. Each department head is responsible for maintaining a list of current employees and contact information in the department.
 - c. The VP of Human Resources is responsible for compiling a complete listing of volunteers and employees with contact information and forwarding to the Administrator for placing in the emergency preparedness binder. A new list shall be provided at least monthly to account for changes in staff, and in advance of any known weather event. The HR Department shall verify the information at least annually, as evidenced by dating the review and each list.
 - d. It is the responsibility of each physician for notifying the HR department and Director of Nursing of any changes in contact information, including changes in practice address, pager number(s), and telephone number(s). The VP of Human Resources is responsible for compiling a list of physicians and contact information and forwarding a copy to

the Administrator and Director of Nursing. One copy shall be placed in the emergency preparedness binder. The HR Director, or designee, shall verify the information at least annually, as evidenced by dating the review and each list.

e. The Social Services Director shall maintain a list of other long-term care facilities with contact information. The list shall include, at a minimum, nearby facilities and other facilities within a 100-mile radius. The information shall be verified at least annually, and provided to the Administrator for placing in the emergency preparedness binder.

2. The Hebrew Home at Riverdale shall maintain accurate contact information for federal state, tribal, regional, or local emergency preparedness staff; the State Licensing and Certification Agency; the Office of the State Long-Term Care Ombudsman, and other agencies or entities that may be sources of assistance to The Hebrew Home at Riverdale during an emergency.

- a. The Administrator, or designee, shall maintain a list of contact information for the above entities.
- b. A copy of the list and contact information shall be placed in the emergency preparedness binder.
- c. The information shall be reviewed and updated at least annually, as evidenced by dating the review.

3. The Hebrew Home at Riverdale shall establish primary and alternate means of communicating with staff as well as with federal, state, tribal, regional, or local emergency management agencies.

a. Communication with staff members

- b. The primary method of communication with staff members shall be made through The Hebrew Home at Riverdale telephone or company-owned cellular phones. The Hebrew Home at Riverdale shall call the staff member's primary phone number as listed on file, followed by any secondary contact numbers.
- c. Alternative methods of communication with staff members shall include:
- d. Radios for in-house communications when in-house phone lines and paging systems are out of order.
- e. Use of personal cellular phones to make relevant, outside phone calls or text messages.
- f. Email communication if staff member has access to Hebrew Home-owned internet-enabled devices (i.e. smart phones, tablets, laptops).
- g. Email communication via personal email, if staff member has provided this information.

5. E-blast communication via (One Call Now)

h. The Incident Commander will make the final decision regarding communications with staff members during an emergency, including which staff to notify and by what means.

- l. Communication with federal, state, tribal, regional, or local emergency management agencies
 - j. The Administrator, or Incident Commander, is responsible for communicating with the above entities and/or designating responsibility during the emergency.
 - k. The primary method of communication with the above entities shall be made through The Hebrew Home at Riverdale telephone or company-owned cellular phones by calling the listed contact number.
 - L. Alternative methods of communication with the above entities shall include:
 - 1. Email communication
 - 2. 700 MHZ Radio (provided by EM)
4. The Hebrew Home at Riverdale shall develop a method for sharing information and medical documentation, protecting information as required under HIPAA, for residents under The Hebrew Home at Riverdale's care during an emergency.
- The Hebrew Home at Riverdale will share information and medical documentation with other health care providers to maintain continuity of care.
 - a. Copies of face sheet information, advance directives, and physician orders shall be generated on a monthly basis and in the event of advance notice of weather events or evacuations. The copies shall be kept on the unit in which the resident resides.
 - b. Face sheet information shall include at least the resident's name, age, DOB, allergies, medical diagnoses, current reason for admission, blood type, and next of kin/emergency contact information.
 - c. Licensed staff will verify medical information is sent with each resident in the case of any transfer, discharge, or evacuation.
 - d. In the event of an evacuation, the Hebrew Home at Riverdale shall release information in accordance with HIPAA privacy protections.
 - e. A recorded message from, or approved by, the Administrator shall be integrated into The Hebrew Home at Riverdale's phone system alerting callers, such as family members and other interested parties, of the decision to evacuate and the location to which the residents will be evacuated.
 - f. As time permits, business office personnel shall begin making phone calls to resident representatives to alert them of the decision to evacuate and the location to which the residents will be evacuated.
 - g. A resident tracking log will be generated on each nursing unit, specifying the location of each resident, so that accurate information about the general condition and location of residents can be provided in a timely manner.
 - h. HIPAA privacy protections are not waived in an emergency, so only minimum information necessary shall be disclosed.
5. The Hebrew Home at Riverdale shall communicate information about current occupancy, needs, and its ability to provide assistance to the authority having jurisdiction, the Incident Command Center, or designee in accordance with established procedures for our Incident Command System.

6. The Hebrew Home at Riverdale shall share information from the emergency plan with residents and their representatives in accordance with established procedures.
7. The Hebrew Home at Riverdale shall review these communication procedures annually, and associated contact information, at least annually and revise as needed.

Interoperable Communications, or the ability for Hebrew Home at Riverdale to communicate with individuals internal and external to the facility is particularly important during COOP events. The following equipment and modalities chart is also located in the EMERGENCY PREPAREDNESS PLAN

Table D: Interoperable Communications

<i>Communication Resource</i>	<i>Description/ Emergency Uses</i>	<i>Inventory/ Location</i>	<i>Responsibility/ POC for emergencies</i>	<i>Vendor</i>	<i>Procedures/ Manual location</i>
Phone					
Primary Phone System AVAYA	Internal and external phone calls	At least 1 phone in every room throughout the facility.	Chief Information Officer	Lincoln Tech	ITTS Share File Folder
Cell Phones	Back-up method of contact	staff personal phones in Emergency Preparedness Plan master list	VP of HR	Assorted cell service providers	Emergency Preparedness Plan
Phone Mechanisms					
Staff Emergency line X 1303	Internal phone extension used as needed	1 phone at the RP 1 Telephone switchboard operator desk	ITTS	Safari	ITTS Share File folder

Fax (POPS Line)	Can be used for phone calls	Various departments	ITTS	Safari	ITTS Share File folder
Mass Messaging One Call Now	Mass Messaging	_____	ITTS	One Call	ITTS Share File folder
Radios					
Point-to-Point Radios	Daily use	Security, Housekeeping, Engineering, Food Service, Transport	Materiel Management	Regional Communications	Materiel Management
700 MHz Radio	Used by NYC EM and facilities with these radios	RP 1 switchboard and ALP director's office	NYCMH	Regional Communications	
IT/TV					
Computers/Laptops	Everyday use	Throughout Hebrew Home	ITTS	IBM	ITTS Share File
Email	Everyday use	ITTS	Lincoln Tech/ITTS	Lincoln Tech	Lincoln Tech
Internet	Everyday Use	ITTS	ITTS	Windstream	ITTS Share File Folder
Portable hot spots	Used as Needed	Throughout HHAR	Materiel Management	Verizon	With User
Website	Everyday use	ITTS	ITTS	Verizon	ITTS Share Folder
Social Media	As Needed	Administration	ITTS/Communications	Windstream	ITTS Share Folder
Broadcast system					
Via Fire Panel	Alert for smoke or fire conditions	At least one in each building	Engineering	Red Hawk/Firecom	Offsite with Vendor
Overhead Paging System	As needed to make	RP 1 Switchboard	ITTS/Security	Fleetwood	Off site with vendor

	announcements	and JR Main outside museum			
Public Health Notification systems					
NYC Health Alert Network (HAN)	Used by CDC	Internet	Medical	NYS	On website
NYS Health Commerce System (HCS)	Health information exchange system	Internet	HCS Coordinator	NYS	On Website
EMR- Sage, Netscript, All Scripts	Electronic medical records	Internet	ITTS	Sage, Netscript, All scripts	Offsite vendors

8. Key Supply/Service Vendors

Hebrew Home at Riverdale has identified the following vendors that provide the supplies/equipment and/or services that are required to ensure continuity of essential functions. The Vendor Contact List is

8.1 Table E: Key Supply and Service Vendors

List Key vendors and associated information in the table below.

Vendor	Primary or Back-up Vendor	Description of Supplies/Equipment or Service	Primary/back up facility liaison	24-hour contact in place?
<i>Lincoln Tech</i>	<i>Primary</i>	<i>Provides hardware repairs and support</i>	<i>CIO</i>	<i>Yes</i>
<i>Safari</i>	<i>Primary</i>	<i>Provides hardware repairs and support</i>	<i>CIO</i>	<i>Yes</i>
<i>Unitex Med Apparel</i>	<i>Primary</i>	<i>Launders linens, towels, and other clothing. Pick-up and</i>	<i>Housekeeping Director/Coordinator</i>	<i>Yes</i>

Vendor	Primary or Back-up Vendor	Description of Supplies/Equipment or Service	Primary/back up facility liaison	24-hour contact in place?
		<i>Delivery.</i>		
<i>Clean City</i>	<i>Back-up</i>	<i>Launders linens, towels, and other clothing. Pick-up and Delivery.</i>	<i>Housekeeping Director/Coordinator</i>	<i>Yes</i>
<i>Sterling Sanitary Supply Corp</i>	<i>Primary</i>	<i>Cleaning supplies, cleaning equipment</i>	<i>Housekeeping Director/Coordinator</i>	<i>Yes</i>
<i>Unitex Textile</i>	<i>Primary</i>	<i>Provides uniforms and launders them</i>	<i>Housekeeping Director/Coordinator</i>	<i>Yes</i>
<i>Signature Cleaning</i>	<i>Primary</i>	<i>Delivers Linen and Clothing in house</i>	<i>Housekeeping Director/Coordinator</i>	<i>Yes</i>
<i>SSC</i>	<i>Primary</i>	<i>Provides security throughout RiverSpring Health</i>	<i>Director of Security</i>	<i>Yes</i>
<i>IBM</i>	<i>Primary</i>	<i>Physical Storage of servers</i>	<i>CIO</i>	<i>Yes</i>

EMC	Primary	Physical Storage of Servers	CIO	Yes
VMWARE	Primary	Physical Storage of Servers	CIO	Yes
All Weld	Primary	Portable Delivery of Oxygen	Director of Engineering	Yes
Sprague	Primary	Oil delivery for boilers	Director of Engineering	Yes
Con Edison	Primary	Gas	Director of Engineering	Yes
CCI	Primary	Call bell system	Director of Engineering	Yes
BMS	Primary	heating and cooling monitoring system	Director of Engineering/Ecosave	Yes

Tieger	<i>Primary</i>	Plumber	Director of Engineering	Yes
Solar Electric	<i>Primary</i>	Power	Director of Engineering	Yes
Empire Electric	<i>Primary</i>	Power	Director of Engineering	Yes
BTU	<i>Primary</i>	Boilers	Director of Engineering	Yes
Kone	<i>Primary</i>	Elevators	Director of Engineering	Yes
Kraft Power	<i>Primary</i>	Generator	Director of Engineering	Yes
Air Stream	<i>Primary</i>	Heating	Director of Engineering	Yes
Tecogen	<i>Primary</i>	Cooling	Director of Engineering	Yes
Nestle	<i>Primary</i>	Bottled Water	Director of Food Service	Yes
Prime, White Glove, Match One, Winston, Mitchell Martin	Primary and backup	Nurses and C.N.A.'s	VP of Nursing	Yes

MMS	Primary	Medical supplies	Director of Materiel Management	Yes
Medline	Primary	Medical Supplies	Director of Materiel Management	Yes
Trystate	Primary	Medical Supplies	Director of Materiel Management	Yes
EBP	Primary	Paper supplies	Director of Materiel Management	Yes
Derma Rite	Primary	Medical Supplies	Director of Materiel Management	Yes
Hollister	Primary	Medical Supplies	Director of Materiel Management	Yes

H & R Healthcare	Primary	Medical Beds	Director of Materiel Management	Yes
Vitality Medical	Primary	Medical Equipment	Director of Materiel Management	Yes
Driscoll Foods	Primary	Food	Director of Food Services	Yes
US Foods	Primary	Food	Director of Food Services	Yes

9. Software Systems/Data Bases and other Vital Records

9.1 Table F: IT Software and Databases

The Hebrew Home at Riverdale utilizes a number of software systems to support facility operations. The table below lists all systems used and important information regarding ensuring access to these systems during emergencies.

Table F: IT Software and Databases						
Software System	Platform	Vital Records/ Data contained	Essential Functions Supported	Primary Users	Vendor/Support	Back up Measures
Sage	Windows	Financial	Financial	Finance	Sage	
Vasion	application	Medical documents	Records keeping	Various departments	Vasion	
6N	application	Resident Records	Resident records	Various departme	6N	

Table F: IT Software and Databases

Software System	Platform	Vital Records/ Data contained	Essential Functions Supported	Primary Users	Vendor/Support	Back up Measures
				nts		
ADP	application	Employee payroll	Employee payroll	Finance	ADP	
PCC	Application	Resident Records	Resident records	Various departments	Sigmacare	
Smartlinx	Application	Employee timekeeping	Employee Timekeeping	Finance	Kronos	

9.2 Table G: Vital Records not associated with data-bases/software

The following table lists Hebrew Home at Riverdale Vital Records not contained in databases above. These are free standing documents, references and materials, agreements, etc. that are needed to support essential functions and mitigate disruption to business activities. For each record, Hebrew Home at Riverdale has indicated the responsible department and location of hard and electronic copies.

Table G: Vital Records (non-database)

Area/Department	Vital Record (Document/File/List/ Record/etc.)	Responsible Title/Department	Electronic Location	Hard Copies Location
Medical/Business Licenses				
	New York State DOH Operating Cert			
	Narcotic Dispensing, CLIA			
	others			
Financial				
	Bank Accounts/Signatories	VP of Finance	Finance	Finance
	Payroll data	VP of Finance	Finance	Finance

Table G: Vital Records (non-database)

Area/Department	Vital Record (Document/File/List/ Record/etc.)	Responsible Title/Department	Electronic Location	Hard Copies Location
	Audits	VP of Finance	Finance	Finance
	Property/liability insurance	VP of Finance	Finance	Finance
	Tax Information	VP of Finance	Finance	Finance
Facilities/ Equipment				
	Leases	Director of Materiel Management	Materiel Management	
	Furniture/ Equipment inventory	Director of Materiel Management	Materiel Management	
	Repair Agreements	Director of Materiel Management	Materiel Management	
	Building Plans	Director of Engineering	Engineering	
IT				
	Manuals/User Guides	CIO	ITTS	
	Computers/printers equipment (ID #s)	CIO	ITTS	
	Online subscriptions/Passwords	CIO	ITTS	
Human Resources				
	Personnel Records	VP of HR	Human Resources	
	Health Insurance Agreements	VP of HR/Benefits Manager	Human Resources	
	Payroll information (if not listed above)	VP of HR	Human Resources	
Resident Records				

Table G: Vital Records (non-database)

Area/Department	Vital Record (Document/File/List/ Record/etc.)	Responsible Title/Department	Electronic Location	Hard Copies Location
	Health/RX	HIM	HIM	
	Adv. Directives	HIM	HIM	
	Appliance(s) for Daily Living Contract	Director of Social Services	Social Services	
Training Materials and Manuals				
	Training Materials	VP of HR and VP of Nursing	Human Resources and Nursing	
Communications				
	Contact Lists	VP of HR	Human Resources	
Emergency Plans				
	EMERGENCY PREPAREDNESS PLAN	Director of Security	Security	
	COOP	Director of Security	Security	
	Evacuation Plan	Director of Security	Security	
Security				
	Video Recordings	Director of Security	Computer Drive/Server	

10. Vital Equipment

The equipment listed below supports critical systems and essential functions.

10.1 Table H: Vital Equipment

List vital equipment and associated information in the table below.

Table H: Vital Equipment				
Vital Equipment				
Equipment	Essential Functions Supported	Responsibility	Vendor(s)	Back-up Measures
Fire Protection	<i>all functions require this equipment to be in place</i>	<i>Engineering</i>	<i>Firecom, Red Hawk, Lund, Fire door solutions, mac painting</i>	
Heating Equipment	<i>Critical systems maintenance</i>	<i>Engineering</i>	<i>Air Stream, BTU, Power Cooling</i>	
Cooling System	Critical systems maintenance	Engineering	Tecogen, Johnson Control	
Trash Compactor	Critical systems Housekeeping	Engineering	Iron Works	
Security Cameras	Video surveillance of property	Safety and Security	FleetWood	
Hand Scanners	POS- Food Sales	Food Services		
Pumps	Boiler and mechanical rooms	Engineering	Reliance and WNS	
Bailer	Crushing boxes	Housekeeping	PTR	
Elevators	Elevators	Engineering	Kone	
Pipes	Pipes	Engineering	Tieger	Spano
Generator	Generator	Engineering	Kraft Power	

11 Devolution

To accomplish its mission, Hebrew Home at Riverdale must ensure that operations continue efficiently, with minimal disruption to essential functions, especially during an emergency. While the severity and consequences of an emergency cannot be predicted, effective contingency planning can minimize the impact on Hebrew Home at Riverdale missions, personnel, and facilities. In instances where primary essential functions cannot be managed by Hebrew Home at Riverdale, the facility must transfer authority to an outside entity able to manage these functions. There are a number of circumstances where the facility must consider transferring authority. If appropriate, devolution will include transfer of statutory authority to an outside entity. In all circumstances including the examples listed below Hebrew Home at Riverdale will consult with State Department of Health when making decisions regarding devolution.

11.1 Devolution Circumstances and decisions

Devolution scenarios may include the following:

Devolution due to Damage to Facility/Infrastructure

The facility is unsafe for residents to remain and residents have been evacuated/transferred to other facilities. In this case essential functions related to resident care are transferred to some degree to the receiving facility. The extent to which the authority transfers will depend upon the type of support Hebrew Home at Riverdale is able to provide to the receiving facility. Below are scenarios encompassing two ends of the spectrum from minimal/temporary transfer to complete transfer of authority to an outside entity.

- Facility Damage Example 1: Minimal temporary transfer of authority of resident care functions
 - Environmental factors (instability of neighboring structure) or possible environmental factors (hurricane expected) necessitate the evacuation of the facility.
 - There is no or minor physical damage to the facility that is repaired quickly
 - The evacuation lasts for less than a few days and
 - If Hebrew Home at Riverdale staff are able to support then transfer of authority will be minimal
- Facility Damage Example 2: Permanent transfer of authority of resident care functions
 - Building has been severely damaged and takes months to repair
 - Residents remain at transfer or other sites and do not come back to facility

- Facility may be able to withstand loss and re-open for business or may close permanently

In all cases facility management will discuss with receiving facility(s) the specific types of authority that are being transferred, if any, as well as related issues of re-imbursements, etc. In addition – the extent the of transfer may grow as the situation changes.

Devolution due to Lack of Staff/Leadership

- The facility is intact but a majority of senior staff is not able to carry out duties (and there is no one left internally to transfer authority to).
 - This scenario could play out a number of ways – senior staff become ill, during a pandemic, all have been severely affected by a local disaster. In these cases, no matter the reason, authority will transfer to RiverSpring Health.

12 Reconstitution/Recovery

Recovery consists of resuming normal operations after a COOP event. In rare instances the organization may have suffered such extensive damage to the facility and other assets that the leadership, in consultation with New York State Department of Health decides not to continue with the business. But in most instances the goal of recovery is to return to normal business operations.

Planning for resuming normal operations will begin as soon as life safety issues are under control. As Hebrew Home at Riverdale continues to oversee daily operations during a COOP event, a recovery coordinator will be designated who can oversee the resumption of normal operations. Depending on the complexity of the event (how long the operations are compromised, the physical status of the building, damage done to records, etc.) additional staff with appropriate expertise and skill level will be assigned to the team to ensure full recovery.

12.1 Phase I: Assessment and Development of Recovery Strategies

During Phase I, the Recovery Team will focus on assessment of damage to all resources: impact on facility, staff, equipment and associated vital processes. The team will then determine strategies for bringing each function back to normal operations.

This process should be supported by development of checklists and an overall timeline informed by each individual asset/process evaluation and recovery plan. Considerations for this phase include:

- Facilities: Depending on the event facility evaluation and recovery strategy could range from safety evaluation of current facility, to identification of or building of a completely new facility.
- Human Resources: Plans could include hiring additional staff that were temporarily replaced by temporary workers, allowing staff time off that had been working extra hours or to instituting new training programs or continuing psychological support.
- Equipment: Actions could include inventory, repairs/replacement.
- Supplies: Actions could include plans for restocking and re-establishment or identification of new supply chains.
- Information Technology: Could include evaluation and plans for supplementing/improving data security systems security.
- Vital Records: Could include conducting inventory of vital records and plans for replacement of those lost or damaged.
- Financial Assets: Assessment of financial and cash flow situations, including insurance re-imbursements.

After assessment of all resources and strategies for implementation of recovery activities are complete, an overall priority list and timeline for recovery will be developed.

12.2 Phase II: Reconstitution/Recovery Operations—Transition to Normal Operations

During Phase II, the Hebrew Home at Riverdale will focus on executing and continuing to re-evaluate and revise the recovery plans developed in Phase I.

The IMT or Recovery Team will refer to the EMERGENCY PREPAREDNESS PLAN and Evacuation plans for additional guidance on re-entry considerations

12.3 Phase III: Post-Reconstitution—Resuming Normal Operations Conducting After Action Report (AAR)

During Phase III, the Hebrew Home at Riverdale will focus on conducting normal operations. This will include shutting down operations at the alternate site(s), and conducting an after-action review. Through this review, the Hebrew Home at Riverdale will identify lessons learned, best practices, and improvement needs and an after-action report (AAR) and improvement plan (IP) will be developed.

13 COOP Maintenance

13.1 Test, Training, and Exercise

Hebrew Home at Riverdale conducts and participates in training, exercises, and evaluations as required. Personnel have been assigned to lead, plan and oversee emergency preparedness training, exercise, and evaluation. Hebrew Home at Riverdale's Testing, Exercises and After-Action policies and procedures are outlined in the facilities EMERGENCY PREPAREDNESS PLAN

Specifically relating to COOP, leadership will ensure that training of all employees on the key aspects of this COOP plan including simulation of alternate procedures. In addition, at least one exercise is held each year that may include elements of COOP.

13.2 COOP Plan Maintenance

The COOP Planning Team meets at least yearly to review the COOP plan and prioritize COOP planning and training Activities. Exercises are good opportunities to meet and review this plan.

14 Appendix - Alternate Procedures

Alternate/back-up procedures have been developed to mitigate the impact of a COOP event on essential functions. They include pre-event or post-event procedures that address issues such as lack of staff, electricity or access to equipment or information. The alternate procedures below are contained within this plan in other sections.

14.1 Electronic Medical Records (EMR)

14.2 Server/Electronic Files

- Server/File back-up systems
- Remote Access issues
- Restoration procedures/timeframes

14.3 Back-up Front Desk procedures

14.4 Emergency Generator

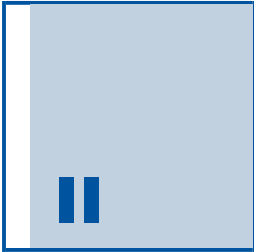
14.5 Meal preparation and distribution



Premises:	Hebrew Home at Riverdale
Address:	5901 Palisade Ave, Riverdale, NY, 10471
Date Visited:	November 23, 2020
Date of Report:	January 8, 2021
Prepared by:	Jason C. Mumbach
Q/A Review:	Chad R. Barnes

to

Confidential – Attorney-Client Privilege



New Recommendations

HH-2020-24			Use of chains and pad locks
Status	Open	Importance	High
Priority	Immediate Action	Type	Procedural/Capital
Description	PPE is being stored in a room previously used for common areas. There are multiple entrance doors and one is equipped with motorized openers. In an effort to secure the area the site is using chains and padlocks.		
Recommendation	Discontinue using chains and padlocks on any room that can be occupied and/or that has more than one (1) means of ingress/egress. Disable the auto opener and secure the room with normal keyed knobs. Any person should be able to freely egress from the space without special knowledge. Additionally, find a different way to secure the River café in the rp 1 palisade Pavilion.		
Impact	This room can be occupied and/or entered from other areas. That door is considered a fire exit and it is inappropriate to secure it with chains and padlocks.		
Client Response			

HH-2020-25		Elevator Codes	
Status	Open	Importance	High
Priority	Immediate Action	Type	Procedural/Capital
Description	Elevator codes changed once a year. Memory care changed more often.		
Recommendation	Door and elevators that use of common codes and stand-alone keypad style locks should be replaced with access control hardware connected to the access control system.		
Impact	Access controlling additional doors within the facilities will help prevent unauthorized entry.		
Client Response			

Open Recommendations

HH-2016-01			Electronic Visitor Management System
Status	Open	Importance	High
Priority	Immediate Action	Type	Procedural/Capital
Description	The majority of buildings on the property are connected via annexes and walkways (images 89, 94, 101) and security can only give an estimate of who is on campus at any given time. The current visitor management system is eight years old. Family members can get picture IDs on the employee system; however, there is no accountability to retrieve them when they leave the site.		
Recommendation	Provide an electronic visitor management system such as those produced by HID Global (Easy Lobby), Envoy, or Go Reception for visitors to be logged whenever they are onsite. Visitor picture badges should be printed and worn by all visitors while on site.		
Impact	This will allow employees and residents to pre-enroll visitors to the site and allow employees to easily recognize if a person is an authorized visitor. This system also allows the administrator to review visitor statistics and trends and put individuals on a "no access" list if they have been banned from the site. Additionally, electronic visitor management allows system administrators to instantly know how many visitors there are on site and who they are at any one time in case an emergency situation should arise.		
Client Response	2020 Update – This was approved and the site had started exploring options, but it has been delayed because of Covid-19. Site will continue to explore options.		

HH-2016-02			Violent Intruder Plan and Training
Status	Open	Importance	High
Priority	Complete Within 6 Months	Type	Procedural/Training
Description	The current active assailant response plan in the emergency action plan uses a combination of Run Hide Fight (Homeland Security). The Security Director is constantly looking for new procedures to update the response plan.		

Recommendation	Continue to refine the violent intruder response plan and incorporate into the site emergency action plan. This plan should be written in conjunction with the training that employees and managers should receive outlined below. Provide all employees violent intruder training such as that is specific for healthcare. Provide management staff CPI healthcare based nonviolent crisis intervention training and dementia care training for all employees. CPI provides train the trainer courses so that an organization can send representatives to get certified as instructors to administer the training internally.
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HH -2016-13			Security Camera Wiring
Status	Open	Importance	Low
Priority	Immediate Action	Type	Physical Sec./Capital
Description	Security camera wires are exposed on the ground (image 66).		
Recommendation	All security camera wiring should be installed so that it is not a trip hazard or exposed to lawn care equipment. If wiring needs to be run underground, it should be done in accordance with the manufacturer's instructions, be installed in conduit, and the installation meet the requirements of the NEC.		
Impact	Having the cabling installed in conduit allows for replacement at a later date and also provides an element of protection to the wiring from being accidentally or intentionally cut or damaged.		
Client Response	2020 – Will be addressed in camera upgrade.		

HH-2017-16			Ordered Medications
Status	Open	Importance	Moderate
Priority	Immediate Action	Type	Procedural
Description	Non-controlled substances (ordered medications) that are no longer needed are collected by the technician. The technician decides based on the original payer which medication is returned for a credit and which is returned to be destroyed. Hebrew Home used to destroy this medication on site but the Stonebridge has the technician return it.		
Recommendation	Medication should be destroyed on site.		
Impact	The current process creates a potential moral hazard for the vendor. There is a potential that these items can reenter the market place if not properly disposed of. In addition to the financial component of reselling returned medications, there is a potential liability should items leave the site that are marked Hebrew Home or have identifying patient information.		
Client Response	2020 - Added an audit trail which includes record of all drugs returned, including by all payer sources. Drugs are bagged, labeled, and collected by Partners (successor to Stonebridge) and taken off site for destruction.		

HH-2017-17			Garden Market 1
Status	Open	Importance	Moderate
Priority	Immediate Action	Type	Procedural
Description	The Garden Market does roughly \$100 a day in sales. At the time of the site visit food services was unable to estimate cost of products going into the market vs sales. This is over six (6) months post a significant employee theft event within the market.		
Recommendation	A full audit of the Garden Market should be done.		
Impact	Conducting an audit of the Garden Market would allow Hebrew Home to gauge the level of the theft that occurred over likely several years. It would also establish a foundation going forward to compare future audit results.		
Client Response	2020- A full audit was not done.		

HH-2017-18			Garden Market 2
Status	Open	Importance	Moderate
Priority	Immediate Action	Type	Procedural
Description	There is a new process where items are written down based on internal consumption, but it is unclear what parameters are in place for internal allocation. Described as administrators offering cup of coffee or pastry to guests at no charge.		
Recommendation	A formal process should be developed that outlines who may take items from the Garden Market and how it will be documented. This should be reviewed on a regular basis to make sure it is being used as intended.		
Impact	If items are going to be allocated internally, there needs to be a process to account for the items and reconcile usage during an audit.		
Client Response	2020- No one is taking anything out without paying for it. Square is helping with inventory. Spot checking items on shelves and in closet based on sales. Sales are extremely low since Covid. Still no formal process in place.		

HH-2017-21			Formulas and Supplements
Status	Open	Importance	Low
Priority	Immediate Action	Type	Procedural
Description	Food services is currently in charge of ordering and maintaining tube feeding products such as formulas, spike sets, as well as supplements such as Ensure		
Recommendation	The Logistics Department should take over responsibility for formulas, spike sets, and other tube feeding products.		
Impact	There are better controls and procedures currently in the Logistics Department. Given the amount of money spent on these products on an annual basis there should be tighter controls in place on the usage.		
Client Response	2020- No change in process.		

HH-2017-14			Narcotics Collections
Status	Completed	Importance	High
Priority	Immediate Action	Type	Procedural
Description	Discontinued medications are collected twice a week from each neighborhood. Two nurses collect the declining sheets as well as the unused medication. These items are brought to a central safe until order to destroy is issued by the state.		
Recommendation	Discontinued narcotics should be collected on a daily basis.		
Impact	Leaving discontinued medications on the neighborhoods for several days between pickups creates an opportunity for unauthorized removal.		
Client Response	2020- Process revised to weekday daily collection event, with email notification daily by nursing administration for all staff.		

HH-2017-15			Stock Medication
Status	Completed	Importance	Moderate

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Priority	Immediate Action	Type	Procedural
Description	Par levels of stock medication are checked regularly by the nurse who is then charged with reordering. Stock items ordered by nursing are delivered to the technician in sealed clear poly bags. The technician brings the stock to each neighborhood. There is no packing slip to verify what is being delivered. The only documentation for review would be the nurses original order and the bill received by Stonebridge Pharmacy		
Recommendation	The process of restocking medications should be reexamined and altered to be more in line with other processes already in use on site. An auditable procedure to verify what was ordered and delivered should be put into place. Additionally there should be accountability at multiple points (receiving and each neighborhood) to ensure a misappropriation of the materials doesn't take place.		
Impact	Having procedures in place that can be audited at a later date will be both a deterrent to theft but also a method to detect patterns or discrepancies in usage levels.		
Client Response	2020 - Process changed to an internal floor stock program, supplies ordered once weekly with auditable procedure in place: weekly order paper trail, paper invoice, partners technician (successor to Stonebridge) verifies receipt, distributes to floors; HH audits periodically.		

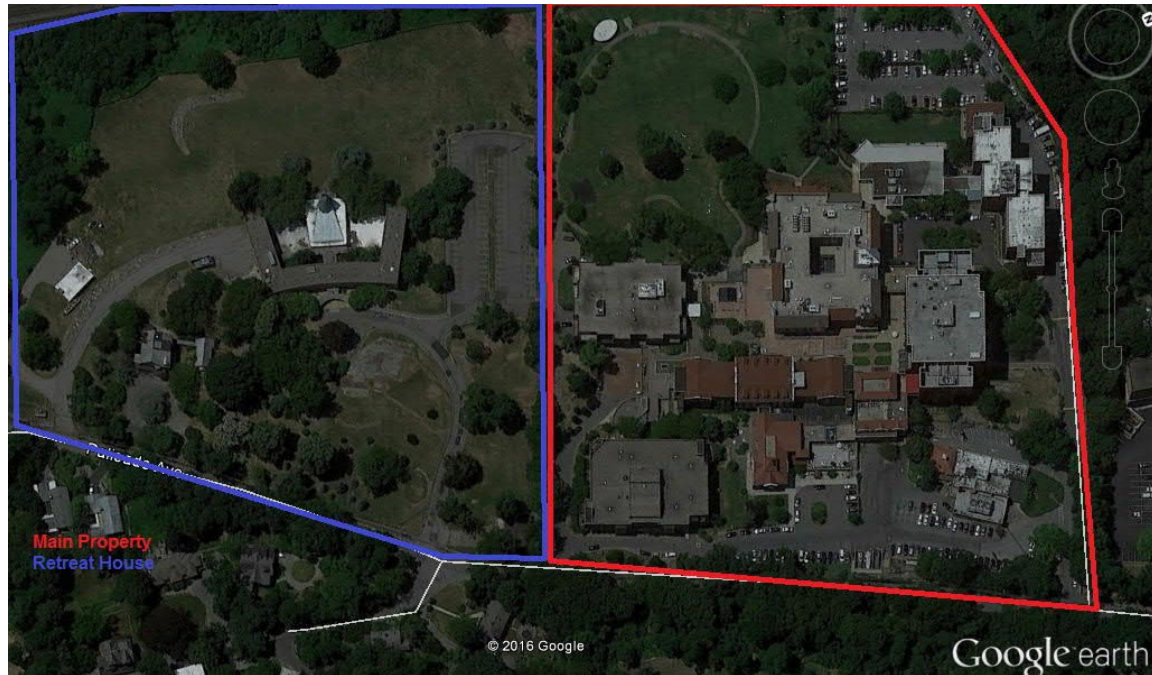
HH-2017-19		Housekeeping	
Status	Completed	Importance	Low
Priority	Immediate Action	Type	Procedural
Description	Housekeepers are allowed to resupply their floors at will and there is no process to track what is being used and or where it is being used.		
Recommendation	Supervisors should maintain records for supplies going to each neighborhood and the process of housekeepers checking out supplies on their own discontinued.		
Impact	Knowing the amount of supplies going to each neighborhood will allow staff to spot anomalies or increased usage.		
Client Response	2020- Par levels stayed the same. Housekeepers now fill out a slip and an audit is done periodically.		

HH-2017-20			Purchasing
Status	Completed	Importance	Low
Priority	Immediate Action	Type	Procedural
Description	It was reported there may be gaps in how PO's are signed off in food services. Additionally pallets in food services had nonfood items mixed in and there were open boxes.		
Recommendation	The Logistics Department should take a more active role in the ordering of non-food items for other departments. This would include the ordering process, receiving, as well storage.		
Impact	There is a good process in place to track and store items in Logistics. The other departments would benefit copying the procedures used or having Logistics assist in the management of ordering.		
Client Response	2020 - Any non-food items are now being ordered through logistics with a PO.		

HH -2017-22			Kitchen
Status	Completed	Importance	Low
Priority	Immediate Action	Type	Procedural
Description	Menus are on cycle and there are par levels in the kitchen for certain items.		
Recommendation	The food items on site should be reviewed annually and audited. It is unclear how par levels were originally established.		
Impact	It appears that over ordering was taking place for a number of years in the Garden Market. At this time it is unclear how Hebrew Home would detect a similar pattern in the kitchen. Starting to collect and review the amounts of food being ordered is a needed first step.		
Client Response	Par levels are developed based on census. Census is lower than in the past. Reviewed and adjusted based on census. Some extra food kept on hand because of employee cafeteria and emergencies. Feels it is pretty tight.		

Status	Completed	Importance	Moderate
Priority	Immediate Action	Type	Procedural
Description	Employees are allowed to carry multiple bags in and out of the building. There are multiple parking areas and entry points to the site.		
Recommendation	Security should develop a process and start bag checks of employees at shift change. It would be impractical to do this on a daily basis given the amount of entry points and number of officers. The frequency of these checks should be random but take place several times a year, if not monthly.		
Impact	Random bag checks will act as a deterrent for employee theft.		
Client Response	Random checks are being done monthly.		

Site Details



Geo Code	
Latitude	40°54'35.59"
Longitude	73°54'30.64"
Boundary Exposures	
North	College of Mount Saint Vincent
East	Palisade Ave then residential
West	Hillside then Metro North Tracks then Hudson River
South	Old Retreat Center now owned by River Spring

Site Exterior

General

The Hebrew Home is located at 5901 Palisade Ave, Riverdale, NY and consists of several buildings on a 19.5 acre campus. With the Old Retreat

Center the overall site becomes 32 acres. The age of the buildings are unknown but the non-combustible structures appear to be well maintained. The facility is open 24 hours a day. The facility has programs such as Rehabilitation; Night Program; Respite Program; Hearing Care; Independent Living; Assisted Living; Nursing Home; as well as Subsidized Housing.

There are 575 residents, 99 tenants, and 28 assisted living. The night time memory care unit has been closed since the last visit. There are 942 fulltime employees located at this facility.

North

The main gate/entrance to the property is located in the northeast corner. (Images 68-

75) The north property line is bordered by the College of Mount Saint Vincent. (Images 62-65) The majority of buildings on the property are connected via annexes and walkways (images 89, 94, 101). The Resnick Pavilion and Riverwalk Apartments are the two most northern structures.

East

Palisade Ave borders the eastern side of the property. An electrical service building is on the property line and the boiler house is also on the northeast side of the property. The Resnick Pavilion and Stolz Pavilion are also on the eastern side and are connected by the Resnick/Stolz Link.

West

The Reingold Pavilion is the western most building in the complex. There is a large open area to the west of the buildings. There are walkways and large open grass areas with sitting areas. The western property line is overgrown brush and a steep hill that drops down to a Metro North Rail line and the Hudson River. (Images 39-50)

South

The southernmost buildings in the complex are the Goldfine Pavilion and the Gilbert Pavilion. There is a 15 acre parcel south of the property that used to be a Retreat Center operated by the Arch Diocese of New York (Image 27-30). It has been vacant and boarded up for the past four years. River Spring now owns the property, but does not occupy the buildings. There is an employee parking lot on this property (image 35 &37). There is also a secondary gate to Palisade Ave that is used for special occasions (image 24).

Site Buildings

Boiler Plant – Consists of two, one story noncombustible buildings (9,000 sq. ft.) adjacent to each other, however at different grades. The top portion contains maintenance and security offices and the lower portion houses the boilers. (Images 4&5)

Guard house- Small building on the northeast corner of the property (images 76& 77).

Electrical Service Building – Houses the site electrical switch gear. The buildings listed below are connected via annexes and walkways (images 89, 94, 101). Passage ways between buildings are not locked and operate as one building. See recommendation HH-01

Riverwalk Apartments – This is an eight story (with a basement) noncombustible building. There is also a two story section of this building (Images 54, 60, 61). The building houses individual apartments/independent living.

Resnick Pavilion – This is an eight story (191,547 sq. ft.) noncombustible structure (image 10). The main floor is offices and clinics. The upper floors are residential. There is a Memory Care Unit on the second floor. (See Physical Security Features for a description of a Memory Care Unit.)

Jacob Reingold Pavilion – This is a four story (88,852 sq. ft.) noncombustible structure that is mostly independent residential living (image 38). There is a museum on the main floor (images 56-58) as well as the Winter Garden open area. The space is used for performances and gatherings.

Stolz Pavilion – This is a four story/two story (65,878 sq. ft.) noncombustible structure (Images 11 & 12). The main floor has the library, beauty parlor, social services, etc. The first floor is assisted living. The second and third floors are Memory Care Units.

Goldfine Pavilion – This is a four story noncombustible structure (88,573 sq. ft.) that has a rehabilitation unit on the main level and the Night Care unit on the lower level. The Night Care unit is similar to a Memory Care Unit from a security standpoint, but differs in that patients are dropped off in the evening and picked up in the morning. The first floor is a Memory Care Unit and the second and third floors are for nursing care units. (Images 31 & 32)

Wiel Pavilion – This is a three story nonresidential noncombustible building (30,000 sq. ft.). There are dining rooms on the second and third floors.

Accounting, purchasing, library and great room are on the main floor. IT and Research are the located in the first floor.

Gilbert Pavilion – This is a three story noncombustible building (109,200 sq. ft.). There is a multi-level garage under the building (Images 18-21). The main and first floors are residential. The second floor is a Memory Care Unit. (Images 13, 25 & 26) There is a morgue located in the garage (Image 17)

Security Personnel

The Security Director and Coordinator are staff positions while the unarmed officers and supervisors are contracted through Allied Universal. During the day (7am-3pm) there is a sergeant and two officers on duty. An additional officer comes in on the swing shift (11am-7pm). The evening shift (3pm-11pm) and overnight (11pm -7am) also have a sergeant and two officers. On the overnight shift one of the officers is detailed to the switch board.

Typically there are two officers at the front gate. The switch board also reports into security. There are operators on 8am to midnight during the week and a part time operator from 4pm to midnight on weekends. There are two per diem positons for the Saturday and Sunday shifts (8am to 4pm). There is a separate emergency phone for Hebrew home. Operators are trained to prioritize those calls. They also have a base station to communicate with security and an emergency radio for the NYC Department of Health that connects to other hospitals.

Security officers are licensed in New York and have to complete an eight hour introductory course and another sixteen hour course. On site there is a daily roll call meeting as well as monthly training sessions. A roll call was witnessed during the site visit and was found to be very professional and instructive for the officers. In addition there is a post orders book. Supervisors review with the officers and there are written quizzes given. Turnover among the officers is about 30% annually.

Special events, such as Grandparents Day warrant extra security to cover the increase in visitors on site. Security is augmented with three police officers on a paid detail. Also, 25 additional security officers are brought in for the day. The main gate becomes an entrance only and the s second gate (image 24) will be used as an exit.

Security officers are used as witnesses when bodies are either brought to or removed from the morgue in the garage. The procedure is for security to take a cart to the floor of the deceased. Staff moves the body and transports it to the morgue. Security writes the report and witnesses the movement. During removal, the funeral director is escorted to the morgue and a death certificate is given to security to add to the report.

Security is also used to monitor and escort the cash drawer from the bank in accounting to the various floors. There is typically two to three thousand dollars on hand at any one time. For afterhours transport of valuables back to the safe, security is used as a witness and transport. Valuables are loaded into a clear one time seal bag with the resident and nurse present. Everyone signs the bag and it is brought to a drop safe in administration (image 99).

Physical Security Features

The following list outlines existing site physical and electronic security features employed at the site:

- The campus uses three different camera systems (Wavereader, NetVu Observer and CMS). There are 250 cameras onsite with six recorders. 25-30 days of video can be stored until it has to be transferred to an external hard drive. Cameras can be viewed over the internet. Cameras are standard definition, analog based and utilize coaxial cable. The desire is to migrate to an IP based system. See recommendation HH-04
- Riverwalk has a shared monitor for computer and camera videos. A 2nd monitor is on order to have a dedicated video display.
- Each resident has a lockable drawer as a minimum. Doors in the assisted living lock and tenants have their own key. Doors in the nursing home units do not lock as per Department of Health Code.
- There are intrusion detection systems on the museum, pharmacy and administrative offices.
- There is a well-established asset management system for durable medical equipment, supplies, and technology equipment.
- There is a safe in accounting for storing resident valuables. There is also a drop safe for after hour's returns to the safe.
- Each freezer in the morgue is locked and the room has recorded video surveillance.
- Entry doors to memory care units are access controlled and kept locked.

Memory Care Unit

Certain neighborhoods/floors are designated for memory care patients. Access into and out of these floors is closely monitored. Each patient wears a roam alert bracelet (Images 79-82, 96) that alarms if it is too close to a doorway. Computer monitors in the nursing stations, security, and front gate alarm and a map of the particular floor automatically displays. Should the patient make it past that point a different alarm is sent to the displays with the patients name and picture. There is also a sensor at the main gate should a patient be in a vehicle trying to leave the property that will send a separate alarm.

Policies/Procedures

Marsh reviewed eighteen (18) documents comprised of employee onboarding materials, site security plans, drawings, and other pertinent documents related to site security. The following list outlines existing site policies and procedures that are in place and relevant to site security:

- Security officer manual
- New hire orientation training checklist
- HR Policy 2.11 - Termination of employment
- HR Policy 5.2 – Parking on campus
- HR Policy 7.1 – Guidelines for cooperation
- HR Policy 8.1 – Accidents to employees, volunteers, students, and visitors
- Draft HR Policy 8.1 Employee injuries
- HR Policy 8.4 – Inspection of vehicles
- HR Policy 8.5 – Package inspection
- HR Policy 8.6 – Photo identification badges
- HR Policy 8.7 – Unauthorized presence on premises
- HR Policy 8.8 – Personal visitors/ children of employees
- HR Policy 8.15 – Workplace violence
- HR Policy 8.16 – Domestic violence in the workplace
- Employee handbook dated 10/97
- Employment requirement package
- Managers 1st response packets for emergencies
- Campus site plan A100

2020 Interviews and Site Observations

The following list outlines pertinent items related to security that came out of employee interviews and inspector site observations made while touring the site and its perimeter during daytime hours. These items are in no particular order:

- The MX electrical room in the Resnick Pavilion was found unlocked.
- The B fridge door in the kitchen has a broken safety release. This needs to be repaired and the inside of refrigerators and freezers added to the safety committee rounds.
- The Stolz Pavilion is being used to store PPE. The main doors to the library are now chained closed. Suggest removing automatic door opener and not use chains. Image 132
- Social services has moved to Resnick Pavilion.
- Making a new lounge area for assisted living section of Resnick.
- The River café in the Goldfine Pavilion is now 3 days a week. Gate into café secured w chain off hours.
- There is a new visitor's area for Covid precautions. Has yet to be approved by state. Image 131
- Goldfine reconfigured to accept Covid patients. There is a separate door and precautions are taken to segregate linens and supplies going into this section.
- There is a separate check in and check out procedure for this area. At time of inspection it was not being used for Covid patients. Being used for short term rehab.
- Memory care evening area on lower level converted into an employee Covid testing center. Operates 5 days 630am -430pm. Employees tested once every 7 days.
- Portion of site being converted to a retirement option. Rivers Edge Management has an office in lower level
- Elevator codes changed once a year. Memory care changed more often. See recommendation HH-2020-25.
- ATM does have camera coverage.
- Gilbert Pavilion being renovated into assisted living and expected to reopen 2021.
- The Memory Care Unit moved to fifth floor on Resnick.
- Expanded roam alert to more stairwells and exterior doors and elevators. Local area alarm and also a signal is sent to nursing, security, and front gate for breach of stairwell

- There are more Security Personnel on site for Covid entry testing. Five to seven officers in the morning and three to four in the evening.
- Partners is the new pharmacy vendor.
- Only one point of entry, which is good for access control, but sometimes the traffic flow can be too much to accommodate pedestrians, and traffic. No sidewalk for pedestrians. Hill poses a blind spot hazard for vehicles and pedestrians.
- Increase in aggressive family members and/or residents.
- New Cogen plant on site. Fenced in and secured switch gear adjacent to roadway. Second part of plant closer to existing physical plant. There is an elevated utility bridge that needs to be protected with impact bollards.
- No key management system. A big cabinet with a list of keys.
- Each building location has a different master key system.

2017 Interviews and Site Observations

The following list outlines pertinent items related to security that came out of employee interviews and inspector site observations made while touring the site and its perimeter during daytime and nighttime hours. These items are in no particular order:

- There are approximately 630 FTE in the nursing department as well as numerous part time and per diem nurses.
- Materials used on a routine basis can be classified into three different segments (prescription medications, stock medications, and ordered medications)
- Narcotics for example are prescribed for seven (7) days maximum. A reorder requires a doctor to issue another prescription and then it is a maximum of fourteen (14) days.
- Med counts are done at the beginning and end of each shift. The outgoing nurse and incoming nurse both need to agree on count and it is documented on the declining count sheet.
- The declining count sheets are routinely audited by both the pharmacy and nursing administration.
- Discontinued medications are collected twice a week from each neighborhood. Two nurses collect the declining sheets as well as the unused medication. These items are brought to a central safe. Two nursing managers are then tasked with verify the counts and submitting the list for destruction with the State of New York Bureau of Narcotics.
- The Bureau of Narcotics advises the home of date and time of

destruction. The narcotics are unpackaged and flushed down the toilet at that time by two managers. The current procedure is to take narcotics off the floor twice a week. See recommendation HH-2017-14

- Stock Medications are ordered through the pharmacy. Tylenol is an example of a stock medication. Each nursing station has a Par level for stock medication.
- Par levels of stock medication are checked regularly by the nurse who is then charged with reordering.
- Ordered medication is patient specific, but non-narcotic. These medications are delivered to the appropriate nursing stations and administered by the nursing department to patients

- Ordered medication that is not used is collected and sent back to the pharmacy.
- Each neighborhood has a med room, pantry and medical supply.
- Pantry items such as tea, juice and coffee are maintained by food services for par levels and disbursed by the nursing staff.
- Diapers, bandages, medical supplies are also kept at certain par levels. These items are maintained by Materials Management, but handed out by nursing.
- The policy of Hebrew Home is that all items, Tylenol, juice, coffee, etc. are only for the residents. Employees are not allowed to use any of the items.
- Floor stock medication orders are sent through the pharmacy courier to the Hebrew Home and it is delivered to the floors by an onsite technician.
- The technician is an employee of Stonebridge Pharmacy.
- All neighborhoods with the exception of four (4) have a med room. In the JR building there are one on the east side and one of the west side of each floor. -
- Stock items ordered by nursing are delivered to the technician in sealed clear poly bags. The technician brings the stock to each neighborhood
- There is no packing slip to verify what is being delivered. The only documentation for review would be the nurses original order and the bill received by Stonebridge Pharmacy See recommendation HH-2017-15
- Non-controlled substances (ordered medications) that are no longer needed are collected by the technician. The technician decides based on the original payer which medication is returned for a credit and which is returned to be destroyed.
- Hebrew Home used to destroy this medication on site but the Stonebridge has the technician return it. It is estimated that \$5000 a week in medication is returned for a credit. See recommendation HH-2017-16
- Medications that are ordered to be destroyed are typically those that are billed to a third party. Reported that prior pharmacy contractor destroyed the medications on site
- Food Services' provides meal service to all the neighborhoods and stocks the twenty one (21) pantries.
- Meals are prepared on site in the main kitchen. Meals are prepared with the dietary needs and requests of each resident in mind and delivered from the kitchen in hotboxes by waiters

three (3) times a day.

- The River Cafe and Garden Market are two convenience stores also run by food services. The River Café is open to all and the Garden Market is intended for residents.
- The Garden Market does roughly \$100 in sales. At the time of the site visit food services was unable to estimate cost of products going into the Market vs sales. This is over six (6) months post a significant employee theft event within the market. See recommendation HH-2017-17
- The site is in the process of hiring a new manager but that person hasn't started. In the meantime another food service employee has been working in the markets.
- In the past there was no documentation for when administrators took items from the Garden Market. There is a new process where items are written down, but it is unclear what parameters are in place for internal allocation. Described as administrators offering cup of coffee or pastry to guests at no charge.

- There are no records to document loss at Garden Market. There is no anecdotal evidence in that there are expired items now, where that never happened before. Appears that over ordering was built into system over a period of time.
- Order process is now with an automated scanner. Used to be done by hand
- Vendor for River Café and Garden Market is Krasdale (retail items)
- Bulk food items are delivered by US Foods. Menus are on cycle and there are par levels in the kitchen for certain items. See recommendation HH-2017-22
- There are cameras in the store rooms. Kitchen is open from 5am – 8pm
- Housekeeping has 84 -85 employees from local 1199 on two shifts(8am-10pm)
- Supervisors order items from vendors such as Sterling Supplies, EBP Solutions, Eco lab. This happens every Monday with deliveries on Tuesday
- Par levels are maintained and the ordering done with respect to that.
- Central stores for housekeeping supplies are across hall from supervisor office. Housekeepers are allowed to resupply their floors at will and there is no process to track what is being used and or where it is being used. See recommendation HH-2017-19
- Porter closet in each neighborhood/floor for supplies. Sometimes the porter closets are found to be unlocked.
- Four (4) housekeeping employees in recent months. Two were fired for consuming food and other found to be taking towels.
- Logistics has seen other vendors short shipped or backordered. Food service not checking POs
- There are weekly stock status checks and month end cycle counts.
- MBS is the provider of tube feeding products – formulas, spike set (tube feeding) Kits get delivered right to the floor – Everything is done on a par level and MBS delivers an invoice. They also bill Medicare on HH behalf and it is delivered to the kitchen
- Nurses just signing for deliveries and not actually looking at item counts.
- Prior issues on floors – unit kept calling looking for double bags – MBS said it was delivered – found 6 or 7 when 21 were supposed to be there – driver said they delivered.
- Supplements are delivered to the floors – Par levels vary by neighborhood. Ensure plus in bulk (32 oz. containers) in the food service budget See recommendation HH-2017-21

2016 Interviews and Site Observations

The following list outlines pertinent items related to security that came out of employee interviews and inspector site observations made while touring the site and its perimeter during daytime and nighttime hours. These items are in no particular order:

Interviews

- New York Police 50th Precinct is local contact. Security Director has a good relationship with house captain and community affairs officers.
- Security Coordinator and Director are employees of River Spring Health
- Security contracted – Andrews International
- Non-profit organization that is run by CEO and an Administrator with a Board of Directors.
- River Spring Health is the parent company that owns and operates the property at 5901 Palisade Ave, Riverdale, NY. On campus programs include Rehabilitation; Night Program; Respite Program; Hearing Care; Independent Living; Assisted Living; Nursing Home; as well as Subsidized Housing
- There are 876 residents, 120 tenants, 32 assisted living, and a night time (20) memory care.
- In addition to property being operated by River Spring, the organization also owns 5801 Palisade Ave which was a seminary and retreat house formally owned by the Arch Diocese of New York. It has been vacant for four years and is locked. Security does rounds on that property as well.
- Material management operates receiving, mail room, purchasing, moves, and telecommunications. On patient floors they also control durable medical equipment such as BP machines, EKG, etc. There are control numbers and barcodes for

all equipment. This helps track preventive maintenance which is done twice a year.

- GDC Medical is the service provider for the durable medical equipment and preventive maintenance.
- Hand R Healthcare is the contractor for beds and bariatric devices. These deliveries are brought to the reviewing area.
- Landauer Metropolitan is another 3rd party medical supply vendor onsite.
- All vendor employees need to be state certified to work in health care. Certification requires criminal background checks.
- There are weekly checks on sub-acute patients with equipment on rental sent home with the patient.

- 2,000 pieces of technology are also managed and include 500 laptops with air cards used by managed care for field work.
- Material management has petty cash of \$1,000 on hand that is locked in the office with video surveillance camera coverage. No one can conduct cash replacement for themselves. Petty cash is replaced every two weeks by an armored car service.
- There is a warehouse of clinical supplies located in the Resnick Pavilion. There are 700 items stored in four rooms. There is an inventory sheet and the manager generates a weekly stock status to spot check 150 items. At month end every item needs to be counted. No shrinkage is reported.
- There is an off hour procedure for getting supplies. Small closets are stocked with common supplies.
- There are 942 full time staff and 152 part time staff with 63 per diem employees on site.
- Agency staff is utilized on site and includes Health Pro (PT/OT) and maintenance staff.
- There are other employees that are classified as independent contractors. This includes people in the research department as well as entertainers and musicians used for therapeutic activities.
- Employee termination is done in a neutral room. The manager might call HR to participate. If necessary the employee is escorted to their car or locker.
- Red telephone markers are for employees to get help from HR if they can't go to direct supervisor. An example would be to get help for domestic violence – or orders of protection
- Guests can get Wi-Fi access while on site. You need a username and password to access. Nine buildings use MPLS, T1 and T3 lines. There are 128 wireless access points with two main controls. There is also a connection for the irrigation system.
- There are 150 virtual servers onsite. Backups occur during the week and are backed up on site.
- The corporate information officer (CIO) takes the physical backup tapes off site for storage.
- There are separate IT networks for employee access, guests, nurses (Cigma Care), and visitors. There are no connection points between networks to comply with HIPPA.
- Access to the guest computer network lasts only 12 hours.
- The various network access points reset once a week. This process requires the attached device to resign-in on the network. Ethernet ports require a data switch to be turned on through a process to

allow access on the network.

- Department of Health and KPMG audit the site regularly. No data breaches have been reported to date.
- Phone – analog for residences – Safari (outside vendor) – not an employee – Criminal background check done on those contractors.
- There is a Network Operations Center in Hicksville for the IT Vendor Lincoln Systems.
- There are Uninterrupted Power Supplies for the servers on site that will last two to three hours.

- A key card is required for exit to the parking lot. There is no piggy backing allowed and there is a 30 second delay to relock. Key card used for entry and exit (image 35)
- There is no psychiatric wing on site. Some memory care wings. Security is trained to deescalate situations and will only restrain if a person is in immediate danger.
- Two physicians are needed to send a patient out for psychiatric observation.
- There are 100's of visitors to the site per day. Residents and employees are encouraged to log appointments with security ahead of time. This does not occur all the time and creates a backup at the main gate.
- Family members are checked against visitor restriction – after 9 pm the duty nurse determines if the visit is acceptable. Visitors are allowed on site 24 hours per day.
- Each floor is referred to as a neighborhood. Residents are required to sign out of their neighborhood. Examples would be using Access a Ride to leave the property or to go to another building on property.
- Residents can have overnight and extended stay guests.
- Security can only give an estimate of how many people (visitors and employees) are on campus at any given time (see recommendation HH-2016-01)
- The current visitor management system is eight years old. There are complaints that the process is too cumbersome and causes vehicular traffic to back up into the street. (see recommendation HH-2016-01)
- Family members can get picture IDs similar to employees to a make access easier. There is however no expiration date, audit, or retrieval process for these IDs. (see recommendation HH-2016-01)
- Management employees have two forms of ID. The first is a Kronos card that lists the employee's normal position. The second ID has no electronic rights and is labeled weekend administrator.
- Biometric scanners are used for employee sign in and sign out for timekeeping only Parking passes are issued for all non-commercial vehicles coming on to the property.
- The pharmacy is located in Reingold Pavilion lower level. There is no employee access to the space and is it normally locked. The pharmacist and technician are the only two employees with access. There is a Dutch door so that residents can ask question when the pharmacist is there. (Images 90-93)

- The pharmacy has no control substances and is only used to store nonprescription medicines. The facility uses Partners Pharmacy, an offsite vendor pharmacy. Each neighborhood floor has a secure room and secure cabinets. Controlled substances are secured with two locks and keys per cabinet. There are also two refrigerators (one controlled and one not controlled).
- Medications are delivered the nursing station in each neighborhood. The courier delivers drugs to nurse in a sealed package. The nurse and courier perform a count against what is stated on the inventory paper sheet. At each shift change the incoming and outgoing nurse also conduct a count and the results are recorded in the hard book from the pharmacy.
- Delivery of totes to the main pharmacy are always supervised and verified.

- Non controlled pharma items are stored at the twenty nursing stations as well. (Images 87-88)
- Left over drugs in blister packs are discarded into a storage area and brought back to pharmacy for credit. Drugs are bagged and returned by courier to the vendor pharmacy.
- Controlled drugs are collected twice a week by nursing managers in a metal locked tote. The nurse in charge and someone from accounting fill out the NY State form. Items are locked in a safe until the State gives an ok to destroy. The state advises a date and time to destroy and will often show up at that time to spot check the process.
- Fire alarm is offline until 415p each day and security investigates alarms. Fire alarm monitoring is done by a central station alarm company on overnights.

Site Observations

- Carbon monoxide alarms were recently installed in the garage. (image 19)
- The majority of exterior doors (image 51, 95) are unlocked during the day and evening. It is reported that most of the doors get locked on the overnight shift. During the night audit, conducted at 1030 pm, most exterior doors were found open and unlocked.
- The access door to the main water shut off for the property is not secured and the valves are not locked open (images 7&8). See recommendation HH-2016-11
- There are several unsecured confined spaces on the property leading to utility connections (images 22 &23). See recommendation HH-12
- The southern fence line is in disrepair and falling over (images 27-30) See recommendation HH-2016-03
- There is an unsecured electrical closet on the southern corner of the property (images 43 &44) See recommendation HH-2016-09
- The western fence line is inadequate and vegetation is overgrown. (Images 45,46, 49 &50) See recommendation HH-2016-03 and HH-2016-05
- There is a museum on site (Images 56-59). It has its own perimeter alarm system for the space, which consists of magnetic door sensors.
- The ground level windows (image 61) of Riverside should be protected by bollards. There are parking spaces on the other side of the driveway. See recommendation HH-2016-06
- The north fence line is in disrepair (images 62-63) See

recommendation HH-03

- Security camera wires are exposed on the ground near the main guard house (image 66) See recommendation HH-2016-13
- The western side of the property is not illuminated at night (image 111-118) See recommendation HH-2016-07
- During the night audit the window to the kitchen was found to be open (image 120). See recommendation HH-2016-10
- There are several areas of concealment on building perimeters throughout the property. (images 121-122, 126-127) See recommendation HH-08
- Ground floor windows were found open during the night audit in a vacant apartment in the Riverwalk (images 128-129) See recommendation HH-2016-10

Prior Security Incidents

The following list outlines security incidents that have occurred over the last two (2) years at the site:

- There was a report that a television was stolen from a resident.
- An employee was arrested off site in April. Dept. of Health sent notice and Hebrew Home had to investigate the nature of the arrest to determine if they needed to limit the employee access. If it is a violent crime or shots fired the employee would be off duty until their scheduled court date. In this instance the employee was fired for failing to report to the incident to Hebrew Home.
- There are frequent complaints that residents with memory care issues take items from other residents. Also residents throw away clothing and report it missing. Security takes the initial report and then it is referred to the Misappropriations Committee (Head of Social Services, nursing, housekeeping, VP Admin). This group looks for patterns and tries to determine if patient gave the item away or if it was really stolen. The committee meets monthly.
- One resident was deemed a serial reporter claiming their belongings being stolen. A social worker was brought in to address the underlying issues after the committee investigated.
- There have been acts of violence in the past. A recent occasion involved one family member striking another family member. Both parties were visitors and the police were called to investigate.
- There is an employee that was terminated in 2011. He keeps coming back to the facility and asking for a job at the guard house. He is not allowed on the property. The last incident was on 7/26/16.
- There was a homeless person one month ago that tried to get on the property.
- 2020 Update – No major issues since last visit. Had a resident take a key away from staff. Able to resolve without conflict.

Appendix A

Photographs



tags used on site

Image 1 - Red line reporting locations

Image 2- Parking

Hebrew Home
at Riverdale

Branchburg 11101

Parking Pass
Campus Speed Limit 5MPH

Please keep this parking pass displayed face up on your dashboard during your visit.
Please contact the Security Office at 718 881 1375 if you are interested in a parking permit.
All white parking passes must be returned to security upon exit of facility.

Name of Visitor: _____

Person Visiting: _____

Ext. #: _____

Room # or Location: _____

Security Guard Name: _____

Dogs Must Be Leashed At All Times
No Smoking On The Hebrew Home Campus
No Parking Permitted in Fire Lanes - Tow Away Zone
****Parking permissions - valid for (1) day only****
Any questions please call Security x1375



Image 3 – Day parking pass

Image 4 – Boiler Plant



Image 5 - Boiler Plant

Image 6 – Gas lines



Image 11 - Stolz Pavilion



Image 12 - Stolz Pavilion



Image 13 - Gilbert Pavilion



Image 14 – Hydrant near Gilbert



Image 15 -FD connections Gilbert



Image 16 – Camera Gilbert garage

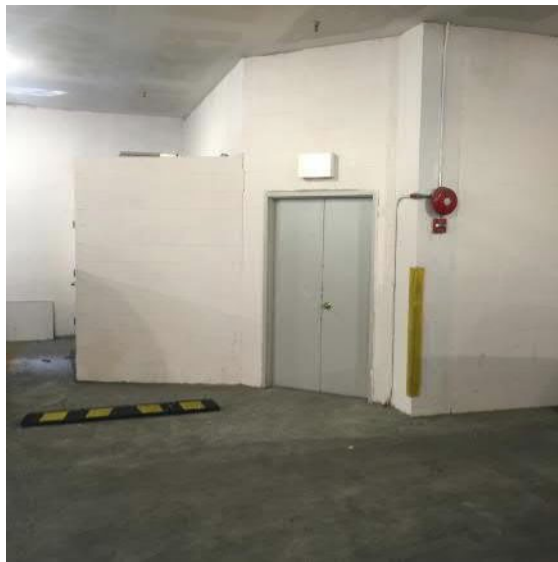


Image 17- Morgue Gilbert Garage



Image 18 – Garage signage



Image 19 –CO alarms garage



Image 20 – garage lighting

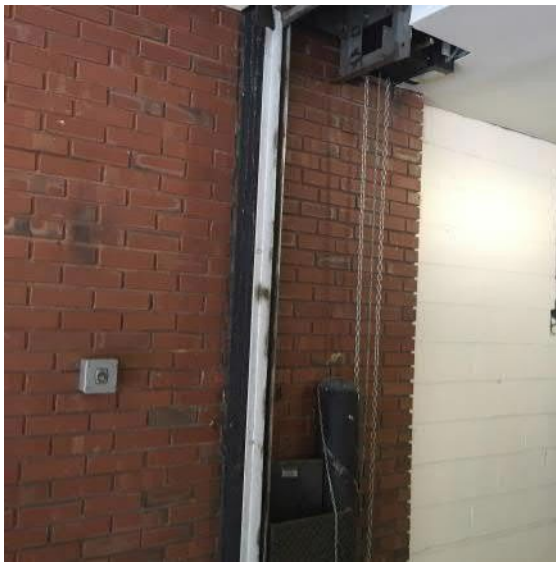


Image 21- Grarge roll down gate space



Image 22 – unsecured confined



Image 23 – Unsecured confined space



Image 24 – South gate



Image 25- Gilbert Pavilion



Image 26 – Gilbert/ east access drive



Image 27 – South Fence Line



Image 28 - South Fence Line



Image 29 - South Fence Line



Image 30 - South Fence Line



Image 31- Goldfine Pavilion



Image 32 - Goldfine Pavilion



Image 33 - South Fence Line



Image 34- South Fence Line



Image 35 – Employee gate South lot



Image 36 – Cart gate – southside



Image 37 – South employee lot



Image 38 – Reingold Pavilion



Image 39 - East yard



Image 40 – Southeast corner



Image 41- Southeast corner



Image 42 - Southeast corner



Image 43- Unsecured electrical closet



Image 44 - Unsecured electrical closet



Image 45- Southeast corner



Image 46 – East fence line



Image 47 – East yard



Image 48 – East yard



Image 49- East fence line



Image 50 – East fence line



Image 51 – East entrance



Image 52 – Basement social room



Image 53 – Riverwalk entrance



Image 54 – Riverwalk



Image 55 – Bollards along driveway



Image 56 – Musueem locks



Image 57- Derfner Judiaica Museum

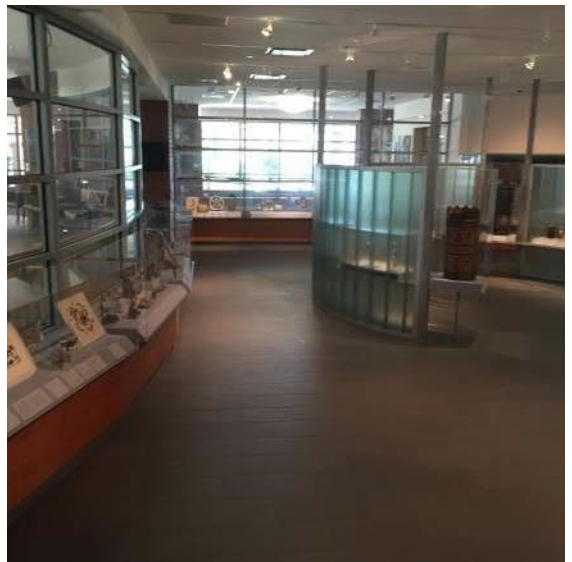


Image 58 - Derfner Judiaica Museum



Image 59- Door contact – museum



Image 60 – Riverwalk



Image 61- Northside Riverside



Image 62 – North fence line



Image 63 – North fence line



Image 64 – Security vehicle



Image 65 – Exit to college



Image 66 – Security camera wire



Image 67- Camera on tree



Image 68 – Main entrance



Image 69 - Main entrance



Image 70 - Main entrance



Image 71- Main entrance



Image 72 - Main entrance



Image 73 – Main entrance signage



Image 74 Main entrance signage



Image 75- Main entrance signage



Image 76 – Wander alert guard house



Image 77- Wander alert guard house



Image 78 – Fire pump room



Image 79 – Watchmate system



Image 80 – Keypad for locks



Image 81- evacuation plan



Image 82 - Watchmate system



Image 83 –Closet lock on memory floor



Image 84 - Room signage



Image 85 – Fire exit memory floor



Image 86 – Security guard tour data point
†



Image 87 – Medication storage

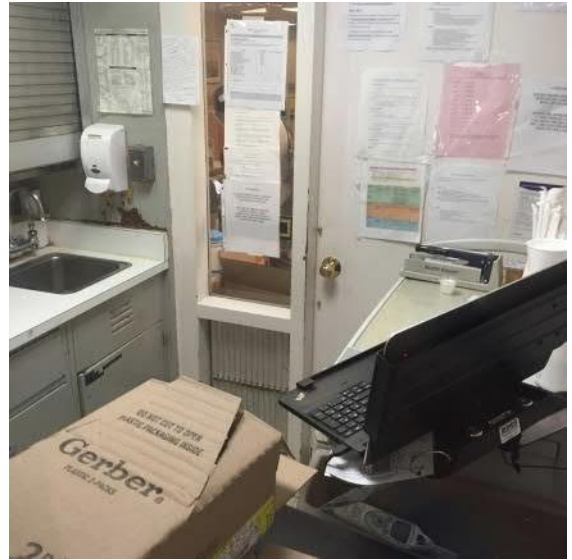


Image 88 - Medication storage



Image 89 – Internal passage between Pharmacy buildings

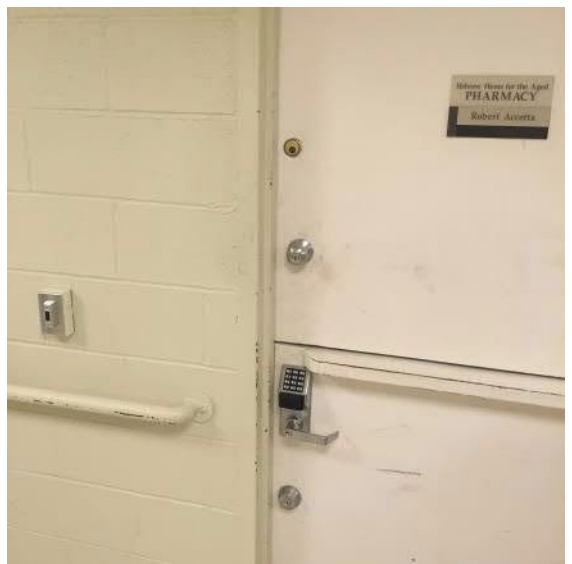


Image 90 -



Image 91- Pharmacy



Image 92- Pharmacy



Image 93 – Pharmacy above hallway
between Ceiling

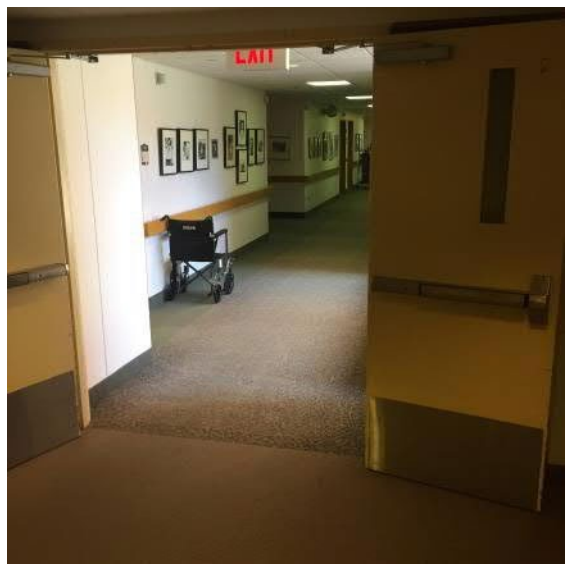


Image 94 Internal passage
pavilions



Image 95 – Exterior entrance

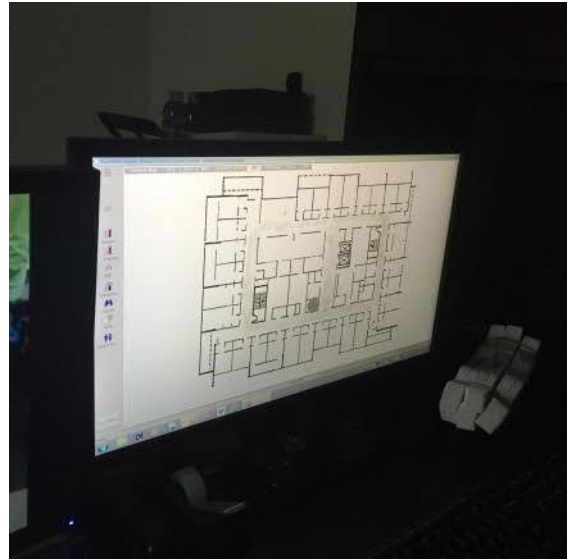


Image 96 – Wander system



Image 97 – Roam alert tags



Image 98 – Programmer for tags



Image 99- Drop box for vault



Image 100 – Bank security system



Image 101- Internal hallway

LOCAL FIRE STATION NUMBER		
IN CASE OF FIRE, OPEN DOOR, PULL LEVER, AND CALL THE FIRE DEPARTMENT. PLEASE REMAIN CALM.		
LOCATION OF FIRE AND INFORM THE OFFICE OF THE FIRE DEPARTMENT		
CODE	GOLDFINE PAVILION	
2-5	Sprinkler Alarm System - All	6-0
2-6	Smoke Detection System - All	6-1
2-5-1	Main Fl. No. East Corridor, Near 42nd St.	6-1
2-5-2	Main Fl. Exit Near River Cafe	6-2
2-5-3	Main Fl. West Corridor Near Trains	6-2
2-5-4	Main Fl. Near Entrance to Goldfine Pavillion	6-2
2-5-5	Main Floor South Stair "B"	6-2
2-6-1	1st Floor North Stair "A"	6-2
2-6-2	1st Floor South Stair "A"	6-3
2-7-1	2nd Floor North Stair "A"	6-3
2-7-2	2nd Floor South Stair "B"	6-3
2-8-1	Roof Elevator Room	6-3
2-8-2	3rd Floor North Stair "A"	6-4
2-8-3	3rd Floor South Stair "B"	6-5
2-9-1	Basement North Stair "A"	6-6
2-9-2	Basement South Stair "B"	6-6
CODE	STOLZ PAVILION	
3-1-1	Main Floor North Corridor to Link	6-7
3-1-2	Main Floor South Exit	6-7
3-1-3	Main Floor 42nd Street	6-7
3-2-1	1st Floor North Stair "B"	6-7
3-2-2	1st Floor South Stair "A"	6-1
3-3-1	2nd Floor North Stair "B"	6-2
3-3-2	2nd Floor South Stair "A"	6-3
3-4-1	3rd Floor North Stair "B"	6-4
3-4-2	3rd Floor South Stair "A"	6-5
3-5-1	Attic Mechanical Room	6-5
3-5-2	Automatic Door to the Terrace	6-6

Image 102 – Fire alarm codes



Image 103- Night audit



Image 104- Night audit



Image 105- Night audit



Image 106- Night audit



Image 107- Night audit



Image 108 - Night audit



Image 109 – Night program door



Image 110 - Night audit



Image 111- Night audit



Image 112- Night audit



Image 113 - Night audit



Image 114- Night audit



Image 115 - Night audit



Image 116- Night audit



Image 117 – security cables



Image 118- securirty cable



Image 119 – 10pm doors open



Image 120 – Kitchen window



Image 121- Conceled area – Riverwalk



Image 122 Conceled area – Riverwalk



Image 123 – Night audit



Image 124 – North side Riverwalk



Image 125- vehicle unsecured
Riverwalk



Image 126 - Concealed area –



Image 127 – Riverwalk



Image 128 – vacant unit - Riverwalk



Image 129 -vacant unit - Riverwalk

2020 Images



Image 130 – large ravine



Image 131 – Covid Visiting area



Image 132 – Chained door



Image 133 – Overgrown vegetation

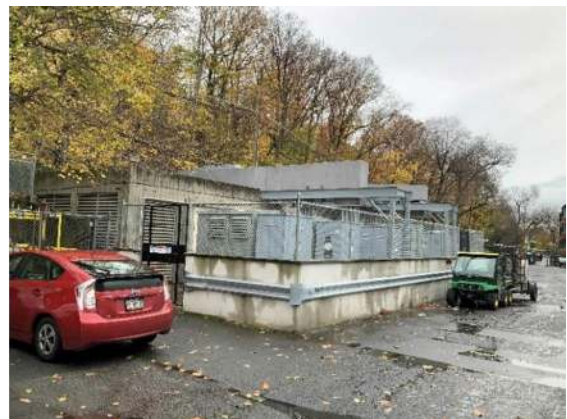


Image 134 - Overgrown vegetation Image 135 – New switch gear



Image 134 – Cogen unit

Image 135 – Elevated utilities piping



Image 136 – open door to boiler room



Image 7 - Main Water shut off



Image 8 – Main water shut off



Image 9 - East lot



Image 10 - Resnick Pavilion and
Resnick/Stolz Link

THE HEBREW HOME AT RIVERDALE

EMERGENCY PREPAREDNESS PLAN

HHAR EMPLOYEE CONTACTS INFO

A master list of all HHAR employees and their contact info can be produced as needed. In the event of an emergency this information will be requested and utilized by the Incident Commander.