



COMMISSIONER
Adelaide Horn

May 27, 2009

To: All Adult Day Care Facilities (ADCs), Assisted Living Facilities (ALFs), Home and Community Support Service Agencies (HCSSAs), Intermediate Care Facilities for Persons with Mental Retardation or Related Conditions (ICFs/MR), and Nursing Facilities (NFs)

Subject: **Provider Letter 09-13** – Emergency Preparedness Reminder

Hurricane season is June 1 through November 30. This letter is a reminder for a provider to review its emergency preparedness and response plan and of the resources available in the event of an emergency.

A provider must ensure that its emergency preparedness plan is up-to-date and meets the needs of individuals it serves, that appropriate personnel are aware of their responsibilities, and that it coordinates with its local emergency management coordinator in the event of an emergency. The Department of Aging and Disability Services (DADS) recommends that licensees review their licensure rules on the minimum eight core elements of emergency preparedness and Provider Letter 08-22 (<http://www.dads.state.tx.us/providers/communications/2008/letters/PL2008-22.pdf>) regarding the Facility Inventory, Vacancy and Evacuation Status (FIVES) system. FIVES is available at <http://fives.dads.state.tx.us>

Providers can subscribe to receive electronic notifications on emergency preparedness and other topics of interest under the "E-mail updates" tab at www.dads.state.tx.us.

The following are direct links to the licensing handbooks for the facility types listed above:

ADCs: <http://www.dads.state.tx.us/handbooks/adc-daahr>

ALFs: <http://www.dads.state.tx.us/handbooks/lr-alf>

HCSSAs: <http://www.dads.state.tx.us/handbooks/lshcssa>

ICFs/MR: <http://www.dads.state.tx.us/handbooks/lsmrrc>

NFs: <http://www.dads.state.tx.us/handbooks/nfr-lmc>

If you have questions regarding the content of this letter, please contact a policy specialist in the Policy, Rules and Curriculum Development unit at 512-438-3161.

Sincerely,

[signature on file]

Veronda L. Durden
Assistant Commissioner
Regulatory Services

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