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GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF HEALTH CARE SERVICES

MIKE ZIMMER
DIRECTOR

Memorandum

DATE: September 5, 2014

TO: Long Term Care Facility Administrators
Long Term Care Division Staff

FROM: V. Gail Maurer, Division Director

SUBJECT: Emergency Reporting

During State of Michigan business hours, **EMERGENCY SITUATIONS**, should be reported to the Long Term Care Division by contacting your Licensing Officer or Survey Monitor responsible for your facility.

During State of Michigan non-business hours, **EMERGENCY SITUATIONS**, should be reported to the After Hours hotline by calling **1-800-882-6006**.

EMERGENCY SITUATIONS that are to be reported include:

Serious facility service problems such as fire, or a natural disaster that requires evacuation of residents; loss of heat, power, water or food service for more than 4 hours; a critical lack of staff from such things as severe weather, labor disputes, widespread illness that has a critical impact on resident care.

S & C 14-12-ALL memo issued by CMS on February 28, 2014 issued a revised Emergency Preparedness Checklist. All regulatory activity will be based on this S & C Memo. A copy of this memo and the revised Emergency Preparedness Checklist is also attached.

Effective immediately the Michigan Emergency Preparedness Checklist is obsolete and will no longer be used by the Long Term Care Division surveyors while conducting our investigations.

Facilities with questions regarding this information should contact their Licensing Officers for assistance.

Reminder: Allegations of abuse, neglect, mistreatment, injuries of unknown origin and misappropriation of resident property must be reported via the Long Term Care Provider Portal using MIACTS within 24 hours of discovery of the incident.