

Approved By: Board of Directors	Adopted Date: 8/15/17
Distribution: Operations	Revision Date(s):
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#### **PURPOSE:**

Open Door Community Health Centers is aware of the critical nature of electrical power in the safe care of our patients. This policy will outline those steps to be taken in the case of an electrical power failure in the health center.

#### **POLICY:**

In order to maintain a safe patient care environment each health center will follow the following procedures. Corporate Service shall keep a log of all emergency backup generators and Automatic Transfer Switches (ATS) in the Health Centers system.

#### **Health center with backup emergency electrical generators:**

1. Will suspend patient care that depends upon electrical service until the backup generator delivers a steady power source.
2. The Site Administrator or designee will notify Corporate Services and the Operations Officer on call.
3. Corporate Services will be responsible for contacting the electrical services provider for an estimate for service restoration. This information will be given to the health center and Operations Officer on call.
4. Corporate Services will monitor the backup generator operation and fuel level. When the fuel level is below 35% of capacity, Corporate Services will notify the fuel vendor for an immediate refill.
5. If the backup generator refuses to start or is not operating within design limits, Corporate Services in consultation with the Operations Officer on call will decide if a temporary generator should be ordered. When the temporary generator is delivered, Corporate Services will monitor the installation to ensure proper operation.

#### **Health center without backup emergency electrical generators:**

1. When electrical power fails the Health centers will suspend patient care that depends upon electrical power in the safe care of our patients.
2. Inform patients that we have had a power failure, reassure the patients that the health center is prepared for this situation, and we will have the provider see them as soon as possible.
3. The health center will notify Corporate Services and the Operations Officer on call.
4. Corporate Services will be responsible for contacting the electrical services provider for an estimate for service restoration. This information will be given to the health center and Operations Officer on call.
5. The health center, in discussions with the Providers will determine which patients can be safely seen and which need to be rescheduled.
6. Corporate Services in consultation with the Operations Officer on call will decide if a temporary generator should be ordered. When the temporary generator is delivered, Corporate Services will monitor the installation to ensure proper operation.

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**REFERENCES:**

*Medical University of South Carolina, System Failure Protocol, 2012*

*Joint Commission, Environment of Care Chapter 2.*

**ASSOCIATED DOCUMENTS:**

*None*

**KEYWORD TAGS:**

*Electrical, power, outage, generator, failure, electricity, black out, blackout, black-out*