Name of Policy: **Emergency Preparedness Policy for Renal Transplant Program Policy Number:** 3364-140-46 **Department:** Renal Transplant Administration Approving Associate VP Patient Care Services/Chief Officer: **Nursing Officer** Director, Renal Transplant Transplant Administrator, Transplant Responsible **Effective Date:** February 1, 2023 Coordinators, Transplant Physicians Agent: Initial Effective Date: November 1, Scope: The University of Toledo Medical 2017 Center New policy proposal Minor/technical revision of existing policy

Reaffirmation of existing policy

(A) Policy Statement

Major revision of existing policy

The Transplant Team will ensure that Transplant candidates on the OPTN/UNOS waiting list, living donors and post-transplant recipients continue to receive safe and quality care in the event a disaster causes disruption to the continuity of care that is provided by the Transplant program.

(B) Purpose of Policy

To establish the duties and responsibilities of the Transplant program in the event of a disaster/emergency

(C) Procedure

- 1. In the event of any disaster that results in the disruption of services at the Transplant Center, a member of the Transplant team will notify OPTN/UNOS of the emergency and provide all emergency contact numbers as well as request assistance as necessary. **OPTN/UNOS** contact number is 800-292-9537.
- 2. The Transplant center will take all reasonable action to continue to provide organ transplantation services from the time of the potential transplant candidate's initial evaluation through the recipient's post-transplant care.
- 3. The Transplant center will take all reasonable action to continue to provide care for living donors from the time of the initial evaluation through the post-donation follow-up care.
- 4. Follow the UTMC Hospital's Emergency Operations Plan (Policy # EP-08-009).
- 5. Follow the OPO/Transplant Center/Hospital Emergency Preparedness Plan (LCO/UTMC Amendment for Agreement-CMS Emergency Preparedness). This includes notifying the OPO of the Transplant Center's status for organ offer acceptance. If the program remains operational, the transplant center will communicate with the OPO twice daily regarding the status. The Transplant Center will continue to uses its contracted third party import specialist to coordinate and communicate with its potential recipients for organ offers during this time.

- 6. There is always a member of the Transplant Team (Transplant Surgeon, Transplant Coordinator, Nephrologist) on call 24/7 and can be reached by calling the Hospital Operator at 419-383-4000.
- 7. Prioritize patient care based on the emergency.
 - a. Facilitate transfer of care by providing education and/or contact information.
 - b. Facilitate discharge by providing home care education.
 - c. Facilitate admission of new transplant patients.
 - d. Consider the cancellation of non-emergent evaluations, admissions and clinic appointments. (Rescheduling would take place as soon as possible following recovery from the emergency).
- 8. The Transplant center will keep the OPO and Hospital informed of significant changes in leadership.
- 9. The Transplant Center and OPO will meet on an annual basis to review and update emergency preparedness plans.
- 10. The Transplant Center will be actively involved in the Hospital's Emergency Plan/Risk Assessment. A transplant team member will be a part of the Emergency Preparedness Committee.

Approved by:		Review/Revision Date: 11/1/2020 1/19/2023
/s/ Kurt Kless MSN, MBA, RN, NE-BC Chief Nursing Officer	Date	
/s/ Michael Rees, MD Director, Transplant Program	Date	
Policies Superseded by This Policy:		Next Review Date: 2/1/2025