

MEMORANDUM

**TO: ALL AREA HOSPITAL CEO'S
ALL AREA HOSPITAL BLOOD BANK SUPERVISORS**

**FROM: BILLY WEALES
PRESIDENT/CEO**

RE: DISASTER PLAN

DATE: June 10, 2013

The following is a current summary of The Blood Center's disaster plan. You may want to evaluate your own Disaster Plan to determine its compatibility with ours. Should your Risk Management personnel be interested in our detailed internal plan, please ask them to contact Kim Barber at (504)524-1322.

In the event of a disaster, the following will be The Blood Center's plan of action:

- A. Biological or chemical terrorism attack or hazardous material emergency
 1. The Blood Center will follow the instructions of local emergency management officials.
 2. Should the operations and administration buildings have to be evacuated, an alternate site would be utilized to continue operations.
 3. Consignees will be notified of contingency plans. Every effort will be made to implement a smooth transition.

- B. Hurricane
 1. To the extent possible all full service hospitals will be overstocked with blood and blood components before arrival of the storm. (During Hurricane Georges the police department would not allow transportation of blood, so overstocking is a necessity.) This will be accomplished using locally collected blood as well as requested imports.
 2. To the extent possible The Blood Center's satellite collecting facilities will extend their hours before the storm to obtain needed blood to sustain area hospitals.
 3. Hospital Services will maintain service unless civil authorities have ordered an evacuation. Cellular phones will be available should the phone lines become unusable. Hospital blood banks will be notified in advance of these phone numbers. In the event an evacuation has been ordered, all TBC facilities will be closed. Liquid units will be sent to area hospitals for storage until the emergency is over.

4. Hospital inventories will be restored to normal as soon as possible after the storm.
5. The Blood Center will begin collections at operational collection centers as soon as possible after the storm. Other emergency blood drives will be planned and implemented as soon as possible. In addition, blood will be imported to restore The Blood Center's inventory until testing and labeling of locally collected units is completed.
6. Should a hurricane damage or destroy The Blood Center's testing facility in Hammond, agreements have been made with other testing facilities out of the area to test TBC's units.
7. Should a hurricane damage or destroy The Blood Center's component processing, labeling, storage and distribution facilities, we have redundant operations for those functions.

C. Tornado

1. Should a tornado damage or destroy The Blood Center's testing facility in Hammond or its component processing, labeling, storage and distribution facility in Hammond or New Orleans, see B6 and B7 above for contingency plans.
2. Should a tornado damage or destroy a consignee hospital, requests for information and blood needs will be made by The Blood Center's Hospital Services personnel. Blood orders will be delivered according to stat procedures.
3. Emergency blood drives will be planned and implemented, as needed.

D. Other Major Disasters (Airplane, train, car, industrial or terrorist disasters)

1. Should a major disaster occur in the area served by The Blood Center, requests for information and blood needs will be made by Hospital Services personnel. Blood orders will be delivered according to stat procedures.
2. Emergency blood drives will be planned and implemented, as needed.

E. Health Epidemics/Pandemics

The Blood Center administration, working in conjunction with the Public Health Officials, will take all appropriate actions necessary to ensure the safety of patients, donors, staff, and blood inventory in the event an epidemic should arise that affects the welfare of the public at large.