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Proposed Revisions for Laboratory (LAB) Accreditation Program

EM.09.01.01

New standard text: The laboratory has a comprehensive emergency management program that utilizes an all-hazards approach.

Elements of Performance (EPs) for EM.09.01.01

New EP 1	**The laboratory has a written comprehensive emergency management program that utilizes an all-hazards approach. The program includes but is not limited to the following:** **- Leadership structure and program accountability** **- Hazard vulnerability analysis** **- Mitigation and preparedness activities** **- Emergency operations plan and policies and procedures** **- Education and training** **- Exercises and testing** **- Disaster recovery** **- Program evaluation** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system integrates the laboratory's roles and responsibilities into its emergency management program.**

EM.10.01.01

New standard text: The laboratory's leader(s) provides oversight and support of emergency management activities.

Elements of Performance (EPs) for EM.10.01.01

New EP 1	**The laboratory's leader(s) provides oversight and support of emergency management activities.** **Note 1: Ways in which the leader(s) provide oversight and support may include allocating resources; planning and reviewing policies and procedures; and other activities that support the emergency management activities.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the laboratory's leader(s) collaborate with the system's emergency management leadership structure.**

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New EP 2	**The laboratory's leader(s) identifies an individual(s) who will develop and maintain the emergency operations plan, coordinate emergency management education and training, and conduct exercises to test the emergency operations plan and response procedures.** **Note 1: The laboratory determines what education, training, and experience in emergency management qualifies the individual to lead the program.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's designated emergency management program lead may serve as the laboratory's emergency management program lead provided there is collaboration with the identified laboratory leader(s).**

EM.11.01.01

New standard text: The laboratory conducts a hazard vulnerability analysis utilizing an all-hazards approach.

Elements of Performance (EPs) for EM.11.01.01

New EP 1	**The laboratory conducts a hazard vulnerability analysis (HVA) using an all-hazards approach. The HVA identifies hazards that could occur at the laboratory and in the community where the laboratory is located. The HVA is documented.** **Note 1: If the laboratory has multiple sites, separate HVAs are required if the sites are in different geographic locations, have different hazards or threats, or the patient population and laboratory services offered are unique to this facility.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the laboratory's leader(s) collaborates with the system's emergency management program when developing the hazards vulnerability analysis that is specific to the laboratory.**
New EP 2	**The laboratory's hazards vulnerability analysis includes but is not limited to the following:** **- Natural hazards (such as flooding, wildfires)** **- Human-caused hazards (such as bomb threats or cyber/information technology crimes)** **- Technological hazards (such as utility or information technology outages)** **- Hazardous materials (such as radiological, nuclear, chemical)** **- Emerging infectious diseases (such as the Ebola, Zika, or SARS-CoV-2 viruses)**
New EP 3	**The laboratory evaluates and prioritizes the findings of the hazard vulnerability analysis to determine which hazards present the highest likelihood of occurring and the impacts those hazards will have on the operating status of the laboratory and its ability to provide laboratory services.** **The findings are documented.** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the laboratory's leader(s) collaborates with the system's emergency management program when evaluating and prioritizing hazards that are specific to the laboratory.**

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New EP 4	**The laboratory uses its prioritized hazards from the hazard vulnerability analysis to identify and implement mitigation and preparedness actions to reduce disruption of laboratory services or functions.** **Note 1: Mitigation activities may include reviewing agreements with other health care facilities, reviewing emergency supplies on hand, and planning how to protect medical records or how to back-up electronic records.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the laboratory's leader(s) collaborates with the system's emergency management program when implementing mitigation and preparedness actions that are specific to the laboratory.**

EM.12.01.01

New standard text: The laboratory develops an emergency operations plan (EOP) based on an all-hazards approach.
Note 1: The laboratory considers its prioritized hazards identified as part of its hazard vulnerability analysis when developing an emergency operations plan.
Note 2: In the event of an emergency, some laboratories may be unable to safely provide laboratory services and would close until conditions allow safe operations.

Elements of Performance (EPs) for EM.12.01.01

New EP 1	**The laboratory has a written all-hazards emergency operations plan (EOP) with supporting policies and procedures that provides guidance to staff on actions to take during emergency or disaster incidents. The EOP and policies and procedures include but are not limited to the following:** **- Communications plan** **- Maintaining, expanding, decreasing, or closing operations** **- Sheltering in place** **- Evacuating** **- Safety and security** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's EOP includes policies and procedures that are specific to the laboratory.**
New EP 2	**The laboratory's emergency operations plan (EOP) identifies how it will provide laboratory services critical to patient care (such as blood bank/transfusion, hematology) during an emergency or disaster event. Documentation is required.**
New EP 3	**The laboratory's emergency operations plan (EOP) includes written procedures for when and how it will shelter in place or evacuate (partial or complete) its staff, volunteers, and patients.** **Note 1: Safe evacuation includes consideration of care, treatment, and service needs of evacuees, staff responsibilities, and transportation.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's EOP includes policies and procedures for when and how the laboratory will shelter in place or evacuate.**

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New EP 5	**The laboratory has a process for activating its emergency operations plan (EOP) and identifies the individual(s) who is responsible for operational decisions during an emergency or disaster incident.** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's leadership structure may be utilized provided there is collaboration with the identified laboratory leader(s) when activating the EOP.**
New EP 6	**The laboratory's emergency operations plan (EOP) includes a process for cooperating and collaborating with other health care organizations, relevant community partners (such as fire, police, local incident command, public health departments), and relevant authorities (such as federal, state, tribal, regional, and local emergency preparedness staff).** **Note 1: This may include cooperating and collaborating with the Laboratory Response Network (LRN) to ensure standardization and consistency when reporting any local biological, chemical, or other public health emergencies, as applicable.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's EOP includes a process for cooperating and collaborating that is specific to the laboratory.**

EM.12.02.01

New standard text: The laboratory has a communications plan that addresses how it will communicate during an emergency.
Note 1: The laboratory considers its prioritized hazards identified as part of its hazard vulnerability analysis when developing a communications plan.
Note 2: In the event of an emergency, some laboratories may be unable to safely provide laboratory services and would close until conditions allow safe operations.

Elements of Performance (EPs) for EM.12.02.01

New EP 1	**The laboratory maintains a contact list of individuals and entities that are to be notified in response to an emergency or disaster incident. The list of contacts includes the following, based on the settings and laboratory services provided:** **- Staff** **- Volunteers** **- Other health care organizations or laboratories** **- Entities providing services under arrangement, including suppliers of essential services, equipment, and supplies** **- Relevant community partners (such as fire, police, local incident command, public health departments)** **- Relevant authorities (such as federal, state, tribal, regional, and local emergency preparedness staff)** **- State and federal public health laboratories, as applicable** **Note 1: The type of emergency will determine what organizations/individuals need to be contacted to assist with the emergency or disaster incident.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's contact list includes contacts that are specific to the laboratory.**

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New EP 2	**The laboratory's communications plan describes how it will establish and maintain communications to deliver coordinated messages and information during an emergency or disaster incident to staff, patients, and other key stakeholders.** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's communication's plan includes policies and procedures that are specific to the laboratory.**

EM.12.02.03

New standard text: The laboratory has a staffing plan for managing all staff and volunteers during an emergency or disaster incident.
Note 1: The laboratory considers its prioritized hazards identified as part of its hazard vulnerability analysis when developing a staffing plan.
Note 2: In the event of an emergency, some laboratories may be unable to safely provide laboratory services and would close until conditions allow safe operations.

Elements of Performance (EPs) for EM.12.02.03

New EP 1	**The laboratory develops a staffing plan for managing all staff and volunteers based on the laboratory services it will provide during an emergency, disaster incident, or a patient surge.** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's staffing plan includes policies and procedures that are specific to the laboratory.**
New EP 2	**The laboratory's staffing plan addresses the management of all staff and volunteers as follows:** **- Reporting processes** **- Roles and responsibilities for essential functions** **- Integrating staffing agencies, volunteer staffing, or deployed medical assistance teams into assigned roles and responsibilities (as applicable).**
New EP 4	**The laboratory's staffing plan describes in writing how it will manage volunteer licensed practitioners when the emergency operations plan has been activated and the laboratory is unable to meet its patient needs. The laboratory does the following:** **- Verifies and documents the identity of all volunteer licensed practitioners** **- Completes primary source verification of licensure as soon as the immediate situation is under control or within 72 hours from the time the volunteer licensed practitioner presents to the organization** **- Provides oversight of the laboratory services provided by volunteer licensed practitioners** **Note 1: If primary source verification of licensure cannot be completed within 72 hours, the organization documents the reason(s) it could not be performed.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's staffing plan includes policies and procedures for managing volunteer licensed practitioners.**
New EP 5	**The organization identifies the individual(s) responsible for granting disaster privileges to volunteer physicians and other licensed practitioners and has a process for granting these privileges in accordance with law and regulation and organization policy.**

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New EP 6	**The staffing plan describes how the laboratory will provide employee assistance and support, which includes but is not limited to the following:** **- Staff support needs (for example, housing or transportation)** **- Family support needs of staff (for example, childcare, elder care)** **- Mental health and wellness needs** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's policies and procedures for employee assistance and support include the laboratory's staff.**

EM.12.02.05

New standard text: The laboratory has a plan for providing laboratory services during an emergency or disaster incident.
Note 1: The laboratory considers its prioritized hazards identified as part of its hazard vulnerability analysis when developing a plan for laboratory services.
Note 2: In the event of an emergency, some laboratories may be unable to safely provide laboratory services and would close until conditions allow safe operations.

Elements of Performance (EPs) for EM.12.02.05

New EP 1	**The laboratory's plan to provide laboratory services during an emergency or disaster incident includes but is not limited to moving laboratory services to alternative sites (for example, moving to point-of-care-testing or another location) and referring specimens or patient testing to other facilities if the laboratory can no longer provide services.** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's EOP includes policies and procedures for providing laboratory services.**

EM.12.02.07

New standard text: The laboratory has a plan for safety and security measures to take during an emergency or disaster incident.
Note: The laboratory considers its prioritized hazards identified as part of its hazard vulnerability analysis when developing a plan for safety and security.

Elements of Performance (EPs) for EM.12.02.07

New EP 1	**The laboratory has a plan for safety and security measures to take during an emergency or disaster incident. Examples include identifying a location to shelter-in-place during severe weather and limiting access to laboratory facilities and critical supplies.** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's EOP includes policies and procedures for providing safety and security measures that are specific to the laboratory.**

EM.12.02.09

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New standard text: The laboratory has a plan for managing resources and assets during an emergency or disaster incident.
Note 1: The laboratory considers its prioritized hazards identified as part of its hazard vulnerability analysis when developing a plan for resources and assets.
Note 2: In the event of an emergency, some laboratories may be unable to safely provide laboratory services and would close until conditions allow safe operations.

Elements of Performance (EPs) for EM.12.02.09

New EP 1	**The laboratory's plan for managing its resources and assets describes in writing how it will document, track, monitor, and locate the resources and assets that will be needed during and after an emergency or disaster incident to remain operational.** **Note 1: For tracking and monitoring, the laboratory should consider the following resources: reagents and related supplies, blood/blood products, laboratory equipment and supplies, personal protective equipment, potable or bottled water, and nonpotable water supply.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's EOP includes policies and procedures for managing resources and assets that are specific to the laboratory.**
New EP 2	**The laboratory's plan for managing its resources and assets describes in writing how it will obtain, allocate, mobilize, replenish, and conserve its resources and assets during and after an emergency or disaster incident, including the following, based on the settings and laboratory services provided:** **- Coordinating within the health care system to request resources** **- Coordinating with local and nonlocal supply chains or vendors** **- Coordinating with local, state, or federal agencies for additional resources** **Note 1: High priority should be given to resources that are known to deplete quickly and are extremely competitive to receive and replenish (such as relevant kits, reagents, and personal protective equipment).** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's EOP includes policies and procedures for managing resources and assets that are specific to the laboratory.**

EM.12.02.11

New standard text: The laboratory has a plan for managing utility systems during an emergency or disaster incident.
Note 1: The laboratory considers its prioritized hazards identified as part of its hazard vulnerability analysis when developing a plan for utilities management.
Note 2: In the event of an emergency, some laboratories may be unable to safely provide laboratory services and would close until conditions allow safe operations.

Elements of Performance (EPs) for EM.12.02.11

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New EP 1	**The laboratory's plan for managing utilities describes in writing the utility systems that it considers essential or critical to be able to continue to provide laboratory services during an emergency or disaster incident.** **Note 1: Essential or critical utilities to consider may include systems for electrical distribution; emergency power; heating, ventilating, and air conditioning; plumbing and steam boilers; medical gas; medical/surgical vacuum; and network or communication systems.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the laboratory's leader(s) collaborates with the system's emergency management program when determining essential or critical utility systems that are specific to the needs of the laboratory.**
New EP 3	**The laboratory's plan for managing utilities describes in writing alternative means for providing essential or critical utilities.** **Note 1: Examples of alternative means for providing utilities might include alternative water supplies or emergency power supply systems.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the laboratory's leader(s) collaborates with the system's emergency management program when determining alternative utility systems that are specific to the needs of the laboratory.**

EM.14.01.01

New standard text: The laboratory has a disaster recovery plan.
Note: The laboratory considers its prioritized hazards identified as part of its hazard vulnerability analysis when developing a disaster recovery plan.

Elements of Performance (EPs) for EM.14.01.01

New EP 1	**The laboratory has a written disaster recovery plan that describes strategies, actions, and individual responsibilities necessary to restore the laboratory's services after an emergency or disaster incident.** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system's disaster recovery plan addresses strategies that are specific to the laboratory.**

EM.15.01.01

New standard text: The laboratory provides emergency management education and training.
Note: The laboratory considers its prioritized hazards identified as part of its hazard vulnerability analysis when developing education and training.

Elements of Performance (EPs) for EM.15.01.01

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New EP 2	**The laboratory provides initial education and training in emergency management that is consistent with staff roles and responsibilities in an emergency. The education and training include but are not limited to the following:** **- Communications plan** **- Emergency operations plan, policies, and procedures** **- Evacuation and shelter-in-place procedures** **Documentation is required.** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system provides initial education and training that is specific to the laboratory's staff roles and responsibilities.**
New EP 3	**The laboratory provides ongoing education and training to all staff, individuals providing services under arrangement, and volunteers that is consistent with their roles and responsibilities in an emergency:** **- At least every two years** **- When roles or responsibilities change** **- When there are significant revisions to the emergency operations plan, policies, and/or procedures** **- When procedural changes are made during an emergency or disaster incident requiring just-in-time education and training** **Documentation is required.** **Note 1: Staff demonstrate knowledge of emergency procedures through participation in drills and exercises, as well as post-training tests, participation in instructor-led feedback (for example, questions and answers), or other methods determined and documented by the laboratory.** **Note 2: Laboratories are not required to retrain staff on the entire emergency operations plan but can choose to provide education and training specific to the new or revised elements of the emergency management program.** **Note 3: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the system provides ongoing education and training that is specific to the laboratory staff's roles and responsibilities.**

EM.16.01.01

New standard text: The laboratory conducts exercises to test its emergency operations plan and response procedures.
Note: The laboratory considers its prioritized hazards identified as part of its hazard vulnerability analysis when developing emergency exercises.

Elements of Performance (EPs) for EM.16.01.01

New EP 5	**The laboratory is required to conduct one exercise per year to test the emergency operations plan. Exercises and actual emergency or disaster incidents are documented.** **Note 1: The annual exercise may be either an operations-based (full-scale or functional) or a discussion-based exercise (such as a mock disaster drill, tabletop, seminar, or workshop). See the Glossary for the definitions of operations-based and discussion-based exercises.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the laboratory may choose to conduct its own exercise or participate in one of the system's exercises.**

EM.17.01.01

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New standard text: The laboratory evaluates and revises its emergency operations plan.

Elements of Performance (EPs) for EM.17.01.01

New EP 1	**The laboratory reviews and evaluates all exercises and actual emergency or disaster incidents. The laboratory reviews after-action reports (AARs), identifies opportunities for improvement, and recommends actions to take to improve its emergency operations plan, policies, and procedures.** **The AARs and improvement plans are documented.** **Note 1: An AAR provides a detailed critical summary or analysis of a planned exercise or actual emergency or disaster incident. The report summarizes what took place during the event, analyzes the actions taken by participants, and provides areas needing improvement.** **Note 2: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the AARs and improvement plans may be developed at the system level with participation from the laboratory leader(s).**
New EP 2	**The after-action reports, any identified opportunities for improvement, and any recommended actions to improve emergency management are forwarded to the laboratory's leader(s) for review.**
New EP 3	**The laboratory reviews and makes necessary updates to the following items every two years, or more frequently if necessary:** **Hazard vulnerability analysis** **Emergency operations plan, policies, and procedures** **Communications plan** **Note: If the laboratory is part of a health care system (such as hospitals, hospital systems, corporate health care organizations) that has a unified and integrated emergency management program, the updates to the items listed may be developed at the system level with participation from the laboratory leader(s).**

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