Temporary Permission for Program Flexibility and for Emergencies

When the Medical Health Coordination Center (MHCC) is activated, Providers and District Offices (DOs) will submit requests to CHCQDutyOfficer@cdph.ca.gov

This form is to be used ONLY for program flexibility requests when providers temporarily need to comply with licensing requirements by using alternative concepts, methods, procedures, techniques, equipment, or personnel.

Providers are required to submit a program flexibility request to the California Department of Public Health (CDPH), Center for Health Care Quality for approval. This form is a mechanism to expedite the request directly to the Medical Health Coordination Center (MHCC) for approval in emergency situations.

https://www.cdph.ca.gov/Programs/CHCQ/LCP/Pages/DistrictOffices.aspx

Facility Name: Adventist Health Tehachapi Valley

Date of Request: 10/21/20

License Number: 120000187

Facility Phone: 661-823-3000

Facility Fax Number:

Facility Address: 100 Magellan Dr

E-Mail Address: [redacted]

City: Tehachapi State: CA Zip Code: 93561

Contact Person's Name: [redacted]

Approval Request

Complete one form total per facility

- [x] Staffing
- [ ] Tent use (High patient volume)
- [ ] Space Conversion (other than tent use)
- [ ] Other
- [ ] Bed Use
- [ ] Over bedding

Duration of Request

Start Date: 10/21/220

End Date: 01/21/2021

Program Flex Request

What regulation are you requesting program flexibility for? 22 CCR 70217

Justification for the Request

- [x] A disease outbreak (verifiable through sources such as the local emergency medical service agency (LEMSA), local Public Health Officer, CDPH Division of Communicable Disease Control, the Centers for Disease Control and Prevention) is present in the community where the hospital is located or in a contiguous area(s) causing a rapid influx (surge) of patients to the hospital. Examples of this type of surge include: Increased cases of seasonal influenza, onset of a severe acute respiratory syndrome-type or other highly contagious virus requiring acute care, an epidemic/pandemic, a bioterrorism agent, or a declared public health emergency.
- [ ] An emergency resulting in the need for increased patient accommodations has occurred in the community where the hospital is located or in a contiguous area(s) causing a rapid influx (surge) of patients to the hospital. Examples of this type of surge include: A natural or human-caused disaster, a crime incident or transportation accident resulting in numerous mass casualties, an emergency causing the evacuation of patients or diversions from another hospital (LEMSA diversion has been implemented).

☑ If you are seeking a staffing waiver, has your facility laid off any clinical staff within the previous 60 days? If so, please explain (**Note:** Attach supporting documentation if necessary)

No

Justification for the Request

☑ Other:

We are experiencing a surge of patients with the rate of admission continuing to rise, and are anticipating a greater surge with the start of flu season.

Exhausting Available Alternatives

The provider must exhaust available alternatives before requesting increased patient accommodations. Check all that apply:

☑ Rescheduling non-emergent surgeries and diagnostic procedures.

☑ Transferring patients to other beds or discharge as appropriate.

☐ Setting clinics for non-emergency cases (if possible).

☐ Requesting ambulance diversion from LEMSA, if appropriate.

☐ Other:

Adequate Staff, Equipment and Space

The provider must make arrangements for adequate staffing, equipment and space for increased patient accommodations. Check all that apply:

☑ A plan is in place for staff if the request is for use of alternate space.

☑ A plan is in place for equipment if the request is for use of alternative space.

☑ The proposed space for care of patients provides sufficient square footage to ensure access for safe care.

☐ Other:

Additional Information

Provide a brief description of your conditions and explain the need for program flexibility. Provide a brief description of the alternative concepts, methods, procedures, techniques, equipment or personnel to be used, and the conditions under which this program flexibility will be used. Attach additional supporting documentation as needed.

Step 1 - Identify Staffing Need
1. Number of staff short to meet core staffing
2. Identified gap in skillset
3. When is the identified need – immediate, next 24 hours, 2 weeks

Step 2 - Initial Actions
1. Float associates from other units
2. Per Diem's or part time staff available to pick up
3. Incentivize full time staff for premium pay shifts
4. Launch bonus structure (with local approval)
5. Per Diem Agency available to work (contact agency)
6. Cross orientation of staff staff who can pick up- OT/DT approve

Step 3 - Intermediate Plan
1. Education/Orientation that can be canceled/rescheduled
2. Resource or Break RN who can take patient load
3. Free Charge RN who can take patient load
4. Manager/Supervisor who can assume charge RN duties
5. RNs from other specialties used with skill appropriate assignments
6. Deploy -PES differential -System Float Pool -Agency Contracts

Step 4 - Disaster Plan
1. Any RN assigned to work within scope/ability utilized with a modified / skill appropriate assignment (with appropriate skill validation)
   a. Clinic staff pulled to Unit
   b. All RN leaders are involved in unit operations/direct care
2. Quality, Employee Health, Education, etc. RNs deployed to patient care
3. Crisis Agency Vendors engaged (Crisis rate vendors)
4. Modified delivery of care utilizing Team nursing approach:
   a. Partnering experienced RN with Non-specialty RN
5. Pandemic/Crisis bonus structure if available staff who can pick up- OT/DT approve

[redacted] Dir, Regulatory and Risk Management

Signature of person requesting program flexibility | Title

[redacted]

Printed Name

NOTE: Approval for tent use, space conversion, bed use and over-bedding will be time limited and dependent on the facts presented that substantiate the emergency. Initial approval may be given verbally by the local DO; however, a signed written approval must be distributed (faxed) to the facility and filed in the facility's folder.

For CDPH Use Only

Center for Health Care Quality Approval:

☒ Permission Granted from: 10/21/2020 to 01/21/2021

☐ Permission Denied: Briefly describe why request was denied in comments / conditions below:

Comments / Conditions:

CHCQ Printed Name:

CHCQ Staff Signature:

Date:

[redacted] Health Facilities Evaluator Manager, I 10/22/2020

L&C District Office Staff Signature | Title | Date