



RON DESANTIS  
GOVERNOR

MARY C. MAYHEW  
SECRETARY

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To Agency Regulated Health Care Providers:

As we begin the 2020 Hurricane Season, please ensure your facility is prepared for potential emergencies and take the time to do the following:

- Review Emergency Management Plans. When reviewing plans, remember to consider needed changes to accommodate social distancing and other protective measures in light of COVID-19;
- Test emergency generators;
- Review Loss of Power Plans; and
- Ensure sufficient emergency supplies are available.

Residential and 24-hour Care Providers should review and update the following information for each of your facilities in the Emergency Status System (ESS):

- Enter COVID-19 daily updates;
- Contacts, ensuring at least one person has been designated as the Safety Liaison;
- Verify utilities information for each type of service listed (list all utility account numbers for your facility);
- Verify the generator information listed is current and complete;
- Confirm the planned evacuation location(s) information is current and accurate; and
- Document the source of transportation that will be used if there is a need to relocate clients.

If you have additional questions regarding your emergency management plans, please contact your local emergency management agency. Should you need help setting up an ESS account or have questions related to requirements of licensure, please contact the appropriate licensure unit listed below.

**Assisted Living Unit**

Phone: (850) 412-4304

E-mail: [assistedliving@ahca.myflorida.com](mailto:assistedliving@ahca.myflorida.com)

- Assisted Living Facilities
- Adult Family Care Homes

**Laboratory and In-Home Services Unit**

Phone: (850) 412-4500

E-mail: [LABSTAFF@ahca.myflorida.com](mailto:LABSTAFF@ahca.myflorida.com)

- End Stage Renal Disease Facilities

**Hospital & Outpatient Services Unit**

Phone: (850) 412-4549

E-mail: [Hospitals@ahca.myflorida.com](mailto:Hospitals@ahca.myflorida.com)

- Hospitals
- Crisis Stabilization Units
- Short-Term Residential Treatment Facilities
- Residential Treatment Centers for Children and Adolescents
- Residential Treatment Facilities

**Long Term Care Services Unit**

Phone: (850) 412-4303

E-mail: [LTCStaff@ahca.myflorida.com](mailto:LTCStaff@ahca.myflorida.com)

- Homes for Special Services
- Hospices that operate freestanding inpatient facilities and residential units
- Intermediate Care Facilities for the Developmentally Disabled
- Nursing Homes
- Transitional Living Facilities

Sincerely,

Laura MacLafferty, Bureau Chief  
Bureau of Health Facility Regulation  
Division of Health Quality Assurance

