

BUSINESS CONTINUITY PLANNING



Safe in the knowledge

ENSURING YOUR FACILITY'S OPERATIONAL HEALTH WHEN DISASTER STRIKES.

For today's healthcare facilities, being prepared for the worst extends far beyond patient care. It includes carefully planned care for your facility's business operations as well.

The Centers for Medicare & Medicaid Services (CMS) today require any facility or provider that accepts federal and state funding to establish and maintain a Continuity of Operations Plan (COOP) – and our Emergency Management Solutions team at HSS can help you do just that.

Also referred to as a Business Continuity Plan (BCP), a COOP is an all-hazards roadmap to follow in case of a major interruption to operations. A properly prepared COOP addresses maintaining or resuming business functions, reconstituting services at an alternate site, as well as business processes, human resources, and assets. We utilize FEMA-inspired steps for developing our business continuity plans, which include:

- **Conducting a business impact analysis to identify time-sensitive or critical business functions and processes, and the resources that support them.**
- **Identifying, documenting, and implementing recovery of critical business functions and processes.**
- **Organizing a business continuity team**
- **Conducting training for the business continuity team, along with periodic testing and evaluation exercises**

Our team of business continuity professionals has proven expertise in writing, evaluating, and testing comprehensive business continuity plans for numerous healthcare customers nationwide– from nursing homes to major hospitals. And we have the ability and skill to create a plan for your facility as well.



EMERGENCY MANAGEMENT AND PREPAREDNESS

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Creating a plan specifically for you.

Business Continuity Planning Workshop

Our Business Continuity Planning (BCP) Workshop lasts from 8 to 16-hours and can include up to 50 participants. In addition to facilitation and instruction, we provide templates and resources, as well as oversight for group breakout sessions. eLearning support is also available for our workshops, as needed.

Facility-Specific Planning

The process of developing a facility-specific plan begins with a project kick-off meeting for stakeholders who participated in the BCP Workshop, along with on-site unit/department interviews followed by a facilitated discussion to identify the mission-essential functions of your facility.

Our team then builds a BCP specifically for you and your team – and follows it with implementation training and a facilitated table-top exercise. At the completion of our work, you'll not only be in compliance with the very latest regulations, you'll also be prepared for virtually any eventuality your facility may encounter – and have the planning, knowledge and ability to ensure your business operations continue, uninterrupted.