

## **Hospital Plan Template Scope of Service**

- Describe the hospital's scope of service under normal operations
- Triggers for change in scope of service in a declared disaster.
- Procedure for services reduction such as limiting the number of clients served (triage clients), or the number of services provided by a department, or providing services for limited number of days per week.
- Determine how staff would be re-allocated from reduced or discontinued services to reinforce other more essential services.
- Consider pre-defining alternative skill sets of employees which could be used to reinforce critical services. (See Example in Meritcare template)
- Define what training can be provided for employees likely to be reassigned during a disaster.

### References:

- Meritcare Template--Associate Reserve Teams
- Meritcare Template--Medical Reserve Teams