

Hospital Template Mental Health

- Describe any programs to help build resiliency of staff pre-event.
- Describe process for assuring that on-duty staff receive rest, hydration, nutrition
 - Define any actions the hospital will take to support the on-duty staff (i.e. provide snacks, sandwiches, and drinks in unit conference rooms.)
 - Designated break rooms
- Determine if over night accommodations will be made available for staff working prolonged shifts and extra shifts. If so, identify the area and resources needed.
- Assess hospital policies regarding personal phone calls and how that might change during an emergency when staff is working additional shifts and lengthened shifts.
 - Describe what the hospital can do to facilitate communication with family while staff remains at the hospital.
 - Designated phone banks
 - Designated computers for email access
 - Other
- Describe policies regarding staff providing care for hospitalized family members, close friends, etc.
- Describe how staff will be monitored for signs of excessive stress
- Identify responsibility/authority for monitoring staff for stress and determining their ability to remain on duty or need to be removed from duty (e.g., function of the ICS Safety Officer).
 - Identify criteria for removal from duty
 - Identify criteria for return to duty
- Identify what support will be available/provided to excessively stressed staff and identify the providers (i.e. chaplains, social workers, hospital mental health staff, buddy system)
 - Psychological first aid
 - Critical Incident Stress Debriefing
 - Grief counseling when staff have lost family, close friends
 - Referral for professional services
 - Financial responsibility for professional services
 - Availability of sick leave for stress related mental health needs
- Describe the process for staff to “self report” and access support services
 - Hours of availability of support services
 - Consider a mechanism to access services 24/7
- Describe what follow up will be provided for staff as part of the recovery phase of the event with the following goals:
 - Returning staff to their usual functional level
 - Staff retention. (Facility return to normal functional level)
- Assure that training programs and communication systems are in place to implement plans developed.