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Health Policy and Advocacy*

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**TO:** Hospital Emergency Preparedness Contacts

**FROM:** Roger Richter, Senior Vice President, Professional Services  
Cheri Hummel, Vice President, Disaster Preparedness

**SUBJECT:** Guidelines for Developing Best Practices to Assist California Hospitals in  
Preparing for and Responding to a Water Disruption

Please find attached a draft copy of “Guidelines for Developing Best Practices to Assist California Hospitals Prepare for and Respond to a Water Disruption.” It is being published as a draft to be considered by hospitals for use in preparing for the November 17, 2011 California Statewide Medical and Health Training and Exercise Program and any water disruption planning activities.

The guidelines were drafted under the CHA Hospital Preparedness Program with participation from a work group comprised of hospital representatives and state regulatory agencies.

Following the exercise we will send you a survey to determine the portions of the draft document that will enable you to identify those portions of the guidelines that you found beneficial, those portions that were not beneficial in their present form as well as items that need to be added to the guidelines.

This will be a living document and will periodically be updated as needed.

The guidelines address:

- Overview of a hospital water disruption
- The hospital water supply planning team
- Conducting a water use audit
- Role of California Regulatory Agencies in a water disruption
- Water disruption standards and regulations
- Coordinating with the community response to a water disruption

The guidelines contain links to federal and state references and include six attachments which provide additional information and check lists to assist hospitals with water disruption planning and response.

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