

Facility Identification

Respondent:Position:.....Sex: 1.Male 2. Female

Interviewers :

Date of Interview:

Time: Start:.....Finish:.....

Contact Number:.....

Health Center's Name:.....

Village:.....

Commune:.....

District:.....

Province:.....

General Information

001	Type of facility	District/provincial hospital.....
		Health center/clinic.....
		Maternal/child health clinic...
		Other [specify] _____
002	Urban/Rural	Urban.....
		Rural.....
003	Health coverage: approx. number of people covered?
004	How many villages does the health center cover?
005	Managing authority	Government/public.....
		NGO.....
		Private.....
		Faith-based.....
		Other specify] _____
006	Type of Service	Out-patient.....
		In-patient.....
		Both
007	How many outpatients and inpatient last year?	Outpatients.....
		Inpatients.....
008	On average, how many hours per day is this facility open?	4 hours or less
		5 to 8 hours
		9 to 16 hours
		17 to 23 hours
		24 hours

Staffing

100	Number of Generalist (non-specialist) medical doctors	
101	Number of Specialist medical doctors	
102	Number of Non-physician clinicians/paramedical professionals	
103	Number of Nursing professionals	First:.....
		Second:.....
104	Number of Midwifery professionals	First:.....
		Second:.....
105	Number of Community health workers	

Inpatients and Observation beds

106	Excluding any delivery beds, how many overnight/inpatient beds in total does this facility have, both for adults and children?	
107	Of the overnight/inpatient beds in this facility, how many are dedicated maternity beds? [this DOES NOT include delivery beds]	

Physical Distribution: Photograph and define the main buildings in the facility.

Photo	Definitions

1. Hazard levels as determined by geographic location of the health facility (mark appropriate box with an "X").

1.1 Hazard (Consult Hazard Map)	Hazard Level				Comments
	No Hazard	Hazard Level			
		Low	Average	High	
1.1.1 Geological phenomena					
Landslides					
Based on inspections of the facility's surroundings, prior events, and information from the hazard map, identify the hazard level of the facility to instable slopes in the area.					
Tsunamis					
Refer to hazard maps and prior events in the area to determine the hazard level of the facility to tsunamis.					
1.1.2 Hydrometeorological phenomena					
Typhoons					
Based on the history of typhoons in the area and using available wind hazard maps, indicate the hazard level for the facility to typhoons.					
Torrential rains					
Based on the history of such events and available hazard maps, rate the hazard level for flooding due to intensive rainfall for the facility.					
River flooding / Flash flooding					
Based on previous events that did or did not cause flooding in or around the facility, rate the facility's level of exposure to river flooding.					
Landslides					
Refer to geological maps and inspections of the facility's surroundings to rate its level of exposure to landslides caused by saturated soil.					
Drought					
Based on the history of such events and available hazard maps, rate the hazard level for drought due to decreases in rainfall for the facility.					

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1.1 Hazard (Consult Hazard Map)	Hazard Level			Comments
	No Hazard	Hazard Level		
		Low	Average	
<u>1.1.3 Social phenomena</u>				
<u>Population density</u>				
Rate the facility's exposure to hazard as influenced by the type of population it serves, its proximity to major population concentrations, and prior events that have affected the facility.				
<u>Displaced populations</u>				
Based on information collected, rate the facility's exposure to hazard in terms of people who have been displaced as a result of war, socio-political circumstances, or due to population migrations.				
<u>Others (specify)</u>				
If other social phenomena affect the safety of the facility (such as workers' strikes, protests, proximity to high security prison, etc.), specify them and rate the level of hazard for the facility.				
<u>1.1.4 Environmental health phenomena</u>				
<u>Epidemics</u>				
With reference to any past incidents at the facility and specific pathogens, rate the facility's exposure to hazards related to epidemics.				
<u>Contamination (systems)</u>				
With reference to any past incidents involving contamination, rate the facility's exposure to hazards from contamination of its systems.				
<u>Infestations</u>				
With reference to the location and past incidents at the facility, rate the facility's exposure to hazards from infestations (flies, fleas, rodents, etc.).				
<u>Others (specify)</u>				
With reference to any past incidents at the facility, specify and rate the hazard of any other environmental phenomena not included above.				

1.1 Hazard (Consult Hazard Map)	Hazard Level			Comments
	No Hazard	Hazard Level		
		Low	Average	
1.1.5 Chemical and/or technological phenomena				
<u>Explosions</u>				
After inspecting the facility's surroundings, reviewing any prior events, and consulting a variety of sources, rate the facility's exposure to explosion hazards.				
<u>Fires</u>				
After inspecting the facility's surroundings, reviewing any prior events, and consulting a variety of sources, rate the facility's exposure to fire hazards.				
<u>Hazardous material spills/leaks</u>				
Rate the facility's exposure to hazardous material spills or leaks after inspecting the facility's surroundings, reviewing any prior events, and consulting a variety of sources. Take into account both storage and transport routes for hazardous materials.				
<u>Others (specify)</u>				
Indicate the hazard level of other chemical or technological hazards in the area where the facility is located.				
1.2 Geotechnical properties of soils				
<u>Liquefaction</u>				
Refer to the geotechnical soil analysis and other evidence from the area to rate the facility's level of exposure to hazards from saturated and loose subsoil.				
<u>Clay soils</u>				
Refer to soil maps and evidence from buildings at the site to rate the facility's exposure to hazards from sensitive or soft clay soils.				
<u>Unstable slopes</u>				
Refer to geologic maps and evidence from the area to rate the facility's exposure to hazards from the presence of unstable slopes.				

2. Safety level as determined by structural aspects of the health care facility (mark the corresponding safety level with an "X")

2.1 Prior events affecting safety of the health facility	Safety level			Comments
	Low	Average	High	
<p>1. Has there been prior structural damage to the facility? Determine whether structural reports indicate that the level of safety has been compromised and at what level. If there are no reports, determine whether there are cracks, evidence of settling, or structural changes as the result of a prior adverse event. If no damage has occurred, leave the boxes blank. <i>Low = Major damage; Average = Moderate damage; High = Minor damage.</i></p>				
<p>2. Was the facility built, remodelled, and/or repaired in a way that will affect the behaviour of the structure? Determine what changes have been made that could affect structural integrity of the facility <i>Low = There is evidence of poorly executed modifications (for example, elimination of load-bearing wall, insertion of walls, construction that is too close to existing building, unreinforced window opening, etc.); Average = Evidence of moderate modifications (for example, small opening for windows or doors); High = Minor remodelling or modifications of good quality (for example, placement of columns and/or beams) or no adaptations have been necessary.</i></p>				
2.2 Safety of structural elements and construction materials used				
<p>3. What is the condition of the building? Inspect for missing concrete cover, cracks, or evidence of settling. <i>Low = Deterioration caused by weathering, cracks present in areas of special concern (depending on type of construction material), or evidence that settling has occurred; Average = Two of three conditions are present (deterioration and/or cracks and/ or weathering and/or settling); High = Good; no evidence of deterioration, cracks, or settling.</i></p>				

<p>4. What is the condition of construction materials used for the building? <i>(This question depends on the experienced judgment of a structural engineer. If no structural engineer is present, please skip this question.)</i></p> <p>Determine whether construction materials for elements that are in poor condition affect the structural integrity of the building. <i>Low= Rusting reinforcement in concrete with large cracks; sections of construction material lost; diagonal cracking in walls; visible deformation in steel, wood, or concrete elements; missing elements at connections; Average = Small cracks or evidence of rusting reinforcement; beginning of diagonal cracks in wall; missing elements in connections of steel and wood structures; High = Fine or no cracks; no rust apparent in concrete; minimal cracking in walls; no visible deformation in steel and wood elements.</i></p>				
<p>5. How do non-structural elements interact with the structure?</p> <p>Determine whether there are unsafe interactions, such as: window placement that produces short columns; rigid piping that crosses expansion joints; weight affecting a structural element of the building (for example, a water tank on the roof), etc. <i>(This question depends on the experienced judgment of a structural engineer. If no structural engineer is present, please skip this question.)</i> <i>Low = Two or more instances of the examples mentioned above (or others) have been identified; Average = Only one instance of the examples mentioned above (or others) have been identified; High = There are no instances of the examples mentioned above (or others).</i></p>				
<p>6. Are buildings attached or very close to each other?</p> <p>Assess the distance between the main building of the facility and adjacent buildings. <i>(This question depends on the experienced judgment of a structural engineer. If no structural engineer is present, please skip this question.)</i> <i>Low = There is almost no separation between buildings or separation is less than 0.5% of the height of the shorter of two adjacent buildings; Average = Separation is between 0.5% and 1.5% of the height of the shorter of two adjacent buildings; High = Separation is more than 1.5% of the height of the shorter of two adjacent buildings.</i></p>				

<p>7. Is there structural redundancy in the facility?</p> <p>Take into account portal frames, load-bearing walls, and column - beam connections, among other elements, when determining the lines of resistance to lateral forces in the structure. (This question depends on the experienced judgment of a structural engineer. If no structural engineer is present, please skip this question.) Low = Fewer than three lines of resistance in each direction; Average = Three lines of resistance in each direction or lines without orthogonal orientation; High = More than three lines of resistance in each orthogonal direction of the building.</p>				
<p>8. What is the condition of connections between structural elements?</p> <p>Inspect the condition of connections between structural elements, checking for cracks in beam-column connections, as well as broken or missing concrete cover in these areas. (This question depends on the experienced judgment of a structural engineer. If no structural engineer is present, please skip this question.) Low = Connections are in poor condition; Average = Connections are in average condition; High = Connections are in good condition.</p>				
<p>9. What is the condition of the building's foundations?</p> <p>Evaluate the condition of the foundations. If building plans are available, confirm materials used and depth of foundation; inspect for evidence of sinking, cracks in the floors and possible settling. Of plans are not available, assume a low safety level. (This question depends on the experienced judgment of a structural engineer. If no structural engineer is present, please skip this question.) Low = Information is lacking or foundation is of uncemented stones; Average = If foundation is of concrete, it is too shallow and there is evidence of damage; High = If foundation is of concrete, it is of adequate depth and there is no evidence of damage.</p>				

<p>10. Are there irregularities in the facility's plan? Evaluate the shape of the building and uniformity of its elements (for example, seismic joints are used, there are no interior patios, columns and load-bearing elements are connected, etc.). Inspect for the presence of elements that can cause torsion (for example, water tanks placed on the edge of a roof). (This question depends on the experienced judgment of a structural engineer. If no structural engineer is present, please skip this question.) Low = The facility has two or more of these conditions: (a) irregular shape, (b) lack of structural uniformity in the plan, or (c) presence of elements that could cause torsion; Average = Facility presents one of the following conditions: (a) irregular shape, (b) lack of structural uniformity in the plan, or (c) presence of elements that could cause torsion; High = Facility presents none of the above conditions.</p>				
<p>11. Are there irregularities in the elevation of the facility? Identify discontinuity in configuration and structural components (for example, different construction materials used on different levels, the second floor overhangs the ground floor); concentrated mass (for example, water tank is located on the roof); soft stories (for example, floors of different height whether for the lobby, parking garage, or waiting room); or short columns. (This question depends on the experienced judgment of a structural engineer. If no structural engineer is present, please skip this question.) Low = The facility has two or more of these conditions: (a) discontinuity in elevation, (b) concentrations of mass, (c) soft stories, (d) short columns; Average = Facility presents one of the following conditions:(a) discontinuity in elevation, (b) concentrations of mass, (c) soft stories, (d) short columns; High = Facility presents none of the above conditions.</p>				
<p>12. Is the structure able to withstand the effects of a variety of natural hazards? Considering the issues addressed in the section on geographic location of the facility, and loss prevention or mitigation measures that have been carried out, rate the capacity of the facility as a whole to resist different hazards. (This question depends on the experienced judgment of a structural engineer. If no structural engineer is present, please skip this question.) Low = High vulnerability of structural components to hazards in area where facility is located; Average = Average vulnerability of structural components to hazards; High = Low vulnerability of structural components to hazards.</p>				

3. Safety level as determined by non-structural elements of the health care facility (mark the corresponding safety level with an "X")

3.1 Critical systems	Safety level			Comments
	Low	Average	High	
3.1.1 Electrical system				
<p>13. Is there a source that can provide a steady supply of electricity for 72 hours in critical areas of the facility?</p> <p>Depending on the facility's role in the health services network, determine whether there is a source of energy that allows for uninterrupted power in case of an emergency. <i>Low - There is no power source that can meet the needs of the facility; Average - There is a power source that meets the needs of the facility but it is not functional (it is in poor condition and/or fuel reserve or batteries are lacking); High - There is a power source that meets the needs of the facility, it is operational and is regularly maintained</i></p>				
<p>Is there an alternative source that can provide a steady supply of electricity for 72 hours in critical areas of the facility?</p> <p>Depending on the facility's role in the health services network, determine whether there is an alternative source of energy that allows for uninterrupted power in case of an emergency. Where a back-up generator is available, check its condition and fuel reserves sufficient for 10 to 15 days. If a backup generator is not present, the assessor should verify that there are emergency lights with charged batteries. If solar panels are present, identify if these functioning. Identify how long they can supply electricity. <i>Low - There is no alternative power source that can meet the needs of the facility; Average - There is an alternative power source that meets the needs of the facility, but it is not functional (it is in poor condition and/or fuel reserve or batteries are lacking); High - There is an alternative power source that meets the needs of the facility, it is operational and is regularly maintained</i></p>				
<p>14. Is the alternative power source adequately protected from natural hazards?</p> <p>Depending on the facility's role in the health services network, verify the kind of alternative source of power (electrical generator, batteries, or other), if it is located in a secure and accessible place, and if it has the necessary bracing and/or anchoring elements. <i>Low = There is no alternative power source; Average = There is an alternative power source but it is not adequately protected from known hazards; High = There is an alternative power source and it is protected from known hazards.</i></p>				

<p>15. Is the facility's electrical system protected from hazards? Verify the operation, labelling, means of anchoring, and protection of different components of the electrical system, among them, general circuits and networks, panels and their connections, ducts and electrical cables. Take into account the presence of trees and poles that can jeopardize cables and ducts. <i>Low = Electrical components are not protected; Average = Electrical components are partially protected; High = Electrical components are protected</i></p>				
<p>16. Is the electrical system protected against electrical discharges? Check that grounding apparatus are functional and properly installed, and ensure that lightning conductors are in place where needed, are in good condition and well anchored. <i>Low= The facility's electrical system is not grounded and/or lightning rods are necessary but have not been installed; Average = The electrical network is grounded but grounding is not maintained, and/or lightning rods are not properly anchored; High = Devices to prevent electrical discharges are installed and they are regularly maintained</i></p>				
<p>17. Is the lighting system secure in critical areas of the facility? Ensure that lighting fixtures are properly fastened. <i>Low = Lighting fixtures are not adequately secured; Average = Lighting fixtures are only partially secured and pose a hazard for people; High= Lighting fixtures are properly secured</i></p>				
<p>3.1.2 Telecommunications system</p>				
<p>18. Are communications systems in the facility functional? Verify that a basic communications system is installed and is in good working order (e.g. specific mobile phones for the facility with credit, working batteries and battery chargers, ICOM). <i>Low = The communications system is in poor condition or there is no communications system; Average =A basic communications system is in place and it is in fair condition; High =A basic communications system is in place and it is in good condition.</i></p>				
<p>19. Is there a backup communications system? Check the existence of a backup communications system (mobile phones, ICOM, identified local neighbour with ICOM), whether it is operational, and steps taken to protect it; including the condition of antennas and the devices used to anchor them. <i>Low = There is no backup communications system; Average =A backup communications system is in place but it does not function correctly; High =A backup communications system is in place, it is in good condition, and operates independently of the basic installed communications system.</i></p>				

<p>20. Are communications equipment and cables protected? Evaluate the safety of the areas where communications systems are located and/or charged (are charging points likely to flood) <i>Low = Communications equipment is not protected; Average = Communications system has some protective measures in place; High = Communications equipment is protected</i></p>				
<p>3.1.3 Water supply system</p>				
<p>21. Is there a permanent water reserve protected from natural hazards that can provide at least 40 litres per day per resident patient, and supply approximately 15 litres per day per outpatient for a three-day period? Check that there are water reserves, and determine the demand they will satisfy <i>Low = There are no water reserves; Average = There are sufficient reserves for less than three days; High = There are sufficient reserves for at least three days.</i></p>				
<p>22. Are water storage locations (rainwater harvesting) protected, tanks in good condition, and guttering functioning correctly? Inspect that the storage is covered, have necessary supports and anchoring, are protected from potential contamination, that there is no evidence of cracks or leaks in the tank, and that guttering is functioning to channel water appropriately. <i>Low = Location, fastenings, and condition tanks are inadequate; Average= Location, fastenings, and condition tanks are adequate; High= Location, fastenings, and condition tanks are good</i></p>				
<p>23. Is there an alternative water supply system that can supplement the main local distribution system? Verify that there are water sources capable of supplementing the main local distribution network, and determine how much they can provide if needed. <i>Low = There is no alternative source or it can provide less than 30% of demand; Average =Alternative system can provide 30% to 80% of demand; High =Alter- native system can provide more than 80%/o of daily demand</i></p>				
<p>24. What is the condition of the facility's internal water distribution system? Review the condition of the water distribution networks to ensure that water reaches necessary service points, there are no leaks, and basins and taps are functioning appropriately <i>Low = Less than 60% of components are in operational condition; Average = Between 600/o and 800/o of components are in good condition; High = Over 80% of components are in good condition.</i></p>				

<p>25. What programs are in place to maintain water quality in the facility? Ensure that the facility has a water quality control program in place that includes necessary corrective measures (ceramic water filters, bio-sand filters, UV filters providing sufficient quantities of good quality water). <i>Low = Water quality control program does not exist; Average = Water samples are taken sporadically but follow-up with corrective measures is lacking; High = Water samples are taken regularly and corrective measures are applied</i></p>				
<p>3.1.4 Fuel storage (gasoline, diesel) (Leave this section blank if facility does not provide services requiring fuel.)</p>				
<p>26. Is fuel stored in safe conditions and is there a 10 to 15 day fuel reserve? Verify that the facility has a five-day fuel reserve. The fuel must be located in a safe (raised), labelled, and fenced area, and containers must be anchored to avoid spills. <i>Low = Fuel reserves are not adequate and storage area is not secured; Average = Fuel storage area has some security and there are at least 7 days of reserves; High = Fuel storage is in a secure area and there is a 10 to 15-day reserve.</i></p>				
<p>3.1.5 Medical gases (oxygen) (Leave this section blank if facility does not provide services requiring medical gases.)</p>				
<p>27. Are there enough medical gases to last for at least three days? Verify the medical gas reserve capacity, taking into account the facility's routine use of gases and the potential number of victims that would use the facility in the event of a disaster. <i>Low = There is less than one day of reserves; Average = There are one to three days of reserves; High = There are at least three days of reserves.</i></p>				
<p>28. Are medical gas tanks properly anchored? Evaluate whether medical gas tanks have adequate anchors or fasteners. <i>Low = Anchors and/or fasteners are lacking; Average = Quality of anchors and/or fasteners is inadequate; High = Anchors and/or fasteners are of good quality.</i></p>				
<p>29. Are medical gas tanks stored in safe areas? Inspect the area set aside for storage of medical gases and ensure that is accessible, is a safe distance from heat sources, has signs posted, and that fire-fighting equipment is available. <i>Low = No area has been set aside to store medical gases or the enclosure is not accessible; Average = Areas have been set aside for storage of medical gases, but safety measures are inadequate or access to the enclosures poses a risk; High = Appropriate storage areas are in place, enclosures are accessible, and they do not pose a hazard</i></p>				

3.1.6. Sanitation system				
<p>30. Has the health facility been flooded because of poor wastewater drainage?</p> <p>Where there have been previous sewage flood events, determine what measures have been used to solve the issue. <i>Low = History of sewage flooding in the facility; Average = Corrective measures have been taken (allow the drainage of wastewater); High = The facility has no history of sewage flooding and/or corrective measures have been taken to solve the problem.</i></p>				
<p>31. Are waste collection sites (regular and medical waste) protected? Assessors should inspect the safety of the waste collection site. <i>Low = Waste sites are not protected; Average= There is a certain level of protection for waste sites; High = Waste sites are well protected</i></p>				
<p>Are there sufficient latrines for patients to use (2 to 4 for health centres for outpatient use)?</p> <p>Inspect the numbers of latrines and their functionality.</p> <p><i>Low = No latrines are present or those that are present are not functioning; Average= Two to Four latrines are present but 50% are not functioning; High = Two to Four latrines are present and 100% are functioning</i></p>				
<p>Are latrines more than 25 metres away from any water sources?</p> <p>Inspect distance between latrine septic tank location and the location of water sources.</p> <p><i>Low = Latrine septic tanks are within 25 metres of the water source; Average= Latrine septic tanks are exactly 25 metres away from the water source; High = Latrine septic tanks are more than 25 metres away from the water source</i></p>				
3.1.7 Storm drainage system				
<p>32. Is the facility's storm drainage system in good condition?</p> <p>Inspect the efficiency of the storm drainage system, including roofing (holes), gutters (blocked, holes), and drains (faulty, blocked). <i>Low = Storm drainage does not exist, or it is in poor condition; Average = The storm drainage system is in average condition; High = Storm drainage system is in good condition and it receives regular maintenance.</i></p>				

3.2 Heating, ventilation, air conditioning, and/or hot water systems (Leave this section blank if facility does not provide services requiring heating, ventilation, air conditioning and/or hot water systems.)				
<p>33. Are components for heating, ventilation, air conditioning, and/or hot water systems protected?</p> <p>Ensure that ducts and pipes are properly fastened and anchored, that connections to equipment are flexible, and that components of the systems are not subject to flooding or strong winds. <i>Low =Equipment is not protected from potential hazards; Average= Equipment is partially protected from potential hazards; High =Equipment is adequately protected from potential hazards.</i></p>				
<p>34. Are components for heating, ventilation, air conditioning, and/or hot water systems in good condition?</p> <p>Check the condition of all components of the system and review the maintenance that is being carried out. <i>Low =Equipment is in poor condition; Average =Equipment is in average condition; High= Equipment is in good condition.</i></p>				
3.3 Furniture and fittings, office and storeroom equipment				
<p>35. Is shelving anchored and are contents protected?</p> <p>Inspect shelves for anchors and fastenings and measures used to protect shelf contents (lip, railings, elastic bands, etc.), including flood resilience where necessary. <i>Low = Shelving is not anchored to walls and the contents are not secured; Average = Shelving is anchored but contents are not secured; High = Shelving is anchored and contents are secured</i></p>				
<p>36. Is office equipment secured?</p> <p>Inspect office equipment (computers, printers, calculators, etc.) to ensure that there are fasteners or straps to keep them from falling, including flood resilience where necessary. <i>Low =Less than 20% of equipment is anchored; Average = Between 20% and 80% of equipment is anchored; High = More than 80% of equipment is anchored</i></p>				
<p>37. Are furniture and fittings in the health facility secured?</p> <p>Measures must be in place to keep furnishings from moving (for example, brakes are engaged, cables, straps, or other anchoring devices are in place), including flood resilience where necessary. <i>Low = Furniture and fittings are not anchored and wheels on furniture are not locked; Average = Some furniture and fittings are anchored and wheels on furniture are locked in some cases; Good = Furniture and fittings are anchored and wheels on furniture are locked</i></p>				

3.4 Medical and laboratory equipment and supplies used for diagnosis and treatment				
<p>38. Is medical and laboratory equipment protected from the impact of adverse events?</p> <p>Assessors must ensure that equipment (autoclave, liquid soap, tap water, hygienic cloths, and 2 full delivery kits) is protected from adverse events. Con- firm that equipment is located above flood level and would not be exposed to strong winds. <i>Low = 20% or less of equipment is protected; Average = Between 20% and 80% of equipment is protected; High = More than 80% of equipment is protected</i></p>				
<p>39. Is medical and laboratory equipment in good condition?</p> <p>Evaluate the condition of the medical and laboratory equipment and review scheduled maintenance. <i>Low = 20% or less of equipment is in good condition; Average =Between 20% and 80% of equipment is in good condition; High =More than 80% of equipment is in good condition.</i></p>				
3.5. Architectural components				
<p>40. Are doors or entrances to the facility secure and functional?</p> <p>Inspect the condition of the doors, make sure they are free of obstacles, and that they cannot negatively affect safety of the facility (avoid the use of glass, etc.). <i>Low = Doors and entrances are not secure and they impede safe movement in the facility; Average = Doors and entrances are not secure or they impede safe movement in the facility; High = Doors and entrances are secure and they do not impede safe movement in the facility.</i></p>				
<p>41. Are windows of the facility secure and in good condition?</p> <p>Inspect the condition of windows and ensure that they will not have a negative effect on the facility. <i>Low= Windows are subject to damage and damage would compromise the ability of the facility to function; Average = Windows are subject to damage but damage would not compromise the ability of the facility to function; High = Windows are subject to no or minor damage that would compromise the ability of the facility to function.</i></p>				
<p>42. Are the elements of the building envelope (outside walls, facings, etc.) in good condition?</p> <p>Evaluate whether outside walls, bars, facades, and fencing around the facility are properly anchored to the structure, are in good condition, and will not have a negative impact on the facility. <i>Low = Elements are subject to damage and damage would impede the performance of the health facility; Average = Elements are subject to damage but damage would not impede performance of the health facility; High= No or minor potential for damage that would impede the performance of the health facility.</i></p>				

<p>43. Are roofs and roofing safe and in good condition?</p> <p>Assessors should check the condition of roofs and roofing (including bracing, drainage) and its vulnerability to strong winds or intense rains. <i>Low= Roofs and roofing are in poor condition and/or damage would affect the performance of the facility; Average = Roofs and roofing are in average condition and/or damage would not affect the performance of the facility; High = Roofs and roofing are in good condition and/or there is no or minor potential for damage that would affect performance of the facility.</i></p>				
<p>44. What is the condition and safety of parapets and other outside elements?</p> <p>Inspect the condition of exterior elements of the building, and determine whether parapets, railings, cornices, ornaments, etc., are properly anchored and whether they pose a hazard to the facility. <i>Low = Subject to damage and damage to element(s) would impede the performance of the health facility; Average = Subject to damage but damage to element(s) would not impede performance of the health facility; High = There is no or minor potential for damage to element(s) which could impede the performance of the health facility.</i></p>				
<p>45. Are areas for traffic outside of the facility safe and in good condition?</p> <p>Verify that there are no trees, utility poles, signs, vehicles, walls, etc., that could obstruct vehicle and pedestrian traffic outside of the facility <i>Low = Damage to the road and walkways will impede access to buildings or endanger pedestrians; Average = Damage to road and walkways will not impede pedestrian access, but will impede vehicle access; High = There is no or minor potential for damage which could impede pedestrian or vehicle access.</i></p>				
<p>46. Are conditions safe for movement inside the building?</p> <p>Inspect corridors, stairways, exit doors, etc., to make sure they are clear of any obstacles. <i>Low = Damage to interior passageways will impede movement inside building and endanger occupants; Average = Damage to interior passageways will not impede movement of people but will impede movement of gurneys and other wheeled equipment; High = There is no or minor potential for slight damage which would not impede movement of people or wheeled equipment.</i></p>				
<p>47. Are internal walls or partitions safe and in good condition?</p> <p>Examine the condition of internal partitions and ensure that they are anchored to the structure and that they will not affect the behaviour of the building. <i>Low = Damage to these elements would affect the facility's functional capacity; Average = Damage to these elements would not affect the facility's functional capacity; High = There is no or minor potential for damage that would affect the facility's functional capacity.</i></p>				

<p>48. Are the facility's suspended ceilings safe and in good condition? Ensure that there are no breaks or signs of moisture damage and that suspended ceilings are well anchored so that will not affect the facility's functional capacity. [NOTE: If these elements are not present in the facility, leave boxes blank.] <i>Low = Damage to these elements would affect the facility's functional capacity; Average= Damage to these elements would not affect the facility's functional capacity; High = There is no or minor potential for damage to these elements that would affect the facility's functional capacity.</i></p>				
<p>49. Is the lighting system (interior and exterior lighting) for the facility safe and in good condition? Assess the condition and performance of the lighting system, including the emergency lighting system, and ensure that elements will not affect safety in the facility <i>Low = Damage to these elements would affect the facility's functional capacity; Average = Damage to these elements would not affect the facility's functional capacity; High = There is no or minor potential for damage to these elements that would affect the facility's functional capacity.</i></p>				
<p>50. Is there a fire protection system and is it in good condition? Confirm that fire extinguishers are located in high-risk areas, that they are functional, easy to access, are well anchored, and are properly labelled. Check expiration dates on extinguishers. <i>Low= There is no fire protection equipment, and/or it is out of date, and/or it is not accessible; Medium = There is insufficient equipment and/or it is not anchored, and/or it is not labelled; High= There is enough fire protection equipment and it is operational, accessible, properly anchored, and properly labelled</i></p>				
<p>51. Are staircases and/or ramps safe and in good condition? Ensure that these areas are in good condition, clear of objects, and have railings or other measures that would make them safe to use in disaster situations. [NOTE: If staircases or ramps are not present in the facility, leave boxes blank.] <i>Low = They are in poor condition, and would affect the facility's functional capacity; Average = They are in average or poor condition, but their condition would not affect the facility's functional capacity; Good = They are in good condition and would not affect the facility's functional capacity.</i></p>				
<p>52. Is flooring safe and in good condition? Assess the condition of flooring to ensure that it would not make the facility more vulnerable in a disaster (no cracks, uneven or slippery areas, etc.). <i>Low = Flooring is in poor condition which could affect the facility's functional capacity; Average = Flooring is in poor to average condition but it will not affect the facility's functional capacity; Good = Flooring is in good condition and it will not affect the facility's functional capacity.</i></p>				

<p>53. Are access routes to the facility in good condition? Ensure that access routes are free of obstacles (e.g., kiosks, street vendors, barriers), that there are no elements that could obstruct the routes (trees, utility poles, possible flooding, etc.); and that traffic control mechanisms (traffic lights) are present to control traffic. Determine availability of alternative access routes to the facility. <i>Low = There is potential for damage that would block routes and impede access to the facility; Average = Damage would not impede access by pedestrians, but would prevent vehicle access; High = There is slight or no potential for damage which would affect access by pedestrians or vehicles.</i></p>				
<p>54. Does the facility have signs showing evacuation routes and are they understood by staff? Verify that the evacuation routes are marked by signs, and that staff understand these signs. <i>Low = There are no signs for evacuation; Average = Signs exist but they are not understood by personnel; High = Signs are in place and personnel understand them.</i></p>				
<p>55. Are other architectural elements of the facility safe and in good condition? Identify other architectural elements whose condition or vulnerability might compromise the safety of the facility [NOTE: If other architectural elements are not identified, leave boxes blank.] <i>Low= Damage to element(s) would affect the facility's capacity to function; Average= Damage to element(s) would not affect the facility's capacity to function; Good= There is no or minor potential for damage which would affect the facility's capacity to function.</i></p>				

Comments about Section 3: The assessor should use the space below to comment on the results of this section, and provide his/her name and signature.

Name of assessor(s):

Signature of assessor:

4. Safety level as determined by functional aspects of the health care facility (mark the corresponding safety level with an "X"). Speak to directors as well as staff if possible.

4.1 Organization of the health facility's disaster committee	Safety level			Comments
	Low	Average	High	
<p>56. Does the facility have a disaster committee? Obtain a copy of the committee's terms of reference and verify that the committee is multidisciplinary. <i>Low = Committee does not exist or there is no documentation about the committee; Average = Committee exists with three or less disciplines represented, but it is not functioning; High = Committee exists with four or more disciplines represented, and it is functioning.</i></p>				
<p>57. Is each member of the disaster committee aware of his/her specific responsibilities? Verify that members' assigned responsibilities are in writing, describing their specific roles. <i>Low = Responsibilities have not been assigned or these responsibilities are not documented; Average= Responsibilities have been officially assigned but members are not familiar with them and/or they have not been implemented; High =All members know and meet the terms of their assigned responsibilities.</i></p>				
<p>58. Has a space been designated and equipped for the facility's Emergency Operations Centre (EOC)? Confirm that there is a designated room to be used for emergency management, that it is located in a safe area of the facility, and that all necessary documentation is available. <i>Low = A space has not been designated for the Emergency Operations Centre or it cannot be verified; Average = A space has been designated but it is not in a secure area, or it is not properly equipped, or important documentation is not available; High = A space has been designated in a secure area, it is properly equipped, and important documentation is readily available.</i></p>				
<p>59. Is an updated telephone directory of authorities (internal and external) and other contacts available? Ensure that a directory exists with contact information for support services needed in an emergency. <i>Low =Directory does not exist or is not available for inspection; Average = Directory exists but it is not updated, committee members are not aware of it, or it only contains contact information for facility staff; High = Directory of internal and external authorities exists, it is updated, and committee members are familiar with it.</i></p>				
<p>60. Are staff aware of their specific assigned duties in the context of a disaster? Check that action cards describe the assigned duties of each facility staff member in the context of a disaster. Randomly ask staff members about the contents of cards assigned to them. <i>If action cards are not available, identify to what extent staff are familiar with their roles in a disaster. Low =Action cards do not exist or they are not available for inspection or staff are unaware of their duties during a disaster; Average= There are not enough cards, they are of low quality, and/or personnel are not familiar with their duties during a disaster; High = All staff members have cards and know their contents.</i></p>				

4.2 Operational plan for internal or external disasters				
<p>61. Does the facility have an emergency and disaster plan? Ascertain that a plan exists, that it has been updated, is operational, and that health facility personnel are familiar with it. <i>Low = The plan does not exist or a document is not available; Average = The plan exists but it is not operational, and/ or it is not updated, and/or it has not been distributed, and/or it has not been used in simulation exercises. High = The plan exists, it is operational, it is updated, it has been distributed, and it has been used in simulation exercises.</i></p>				
<p>62. Does the emergency and disaster plan address both internal and external emergencies? Ensure that the disaster plan addresses the possibility of both internal and external events. <i>Low = The plan does not address either or there is no supporting documentation; Average = The plan addresses only internal emergencies or only external emergencies; High = The plan addresses both internal and external emergencies.</i></p>				
<p>63. Does the plan identify specific actions that will strengthen critical care services in the facility? Verify that the disaster plan specifies actions that will be taken. <i>Low = Actions are not included or are addressed only in document; Average = Actions are included but are only partially implemented; High = Actions are included and have been completely implemented</i></p>				
<p>64. Are there procedures for activating / starting and deactivating / finishing the plan and are personnel familiar with procedures? Verify that the plan indicates the type of signal for when a plan should be started as well as how, when, and who is responsible for activating and deactivating the plan. <i>Low = Procedures are not addressed or are addressed only in the document; Average = Procedures are included in the plan, but personnel have not been trained; High = Procedures are included and personnel are familiar with them.</i></p>				
<p>65. Does the plan address special administrative procedures for disasters? Ascertain that the plan includes specific procedures for attaining logistics support needed to respond to an emergency, and confirm the process with relevant personnel. <i>Low= Procedures are not addressed or are addressed only in the document; Average = Procedures are included in the plan, but administrative process is slow; High = Procedures are included and personnel are familiar with how to implement them.</i></p>				
<p>66. Have funds been specifically allocated to carry out the disaster plan? Verify that the facility has funds budgeted specifically for use in the case of disasters and that the budget includes disaster and emergency preparedness activities as well as response. <i>Low =Funds have not been allocated or there is no documentation showing budget; Average = Budget exists but it guarantees funds only for disaster and emergency preparedness activities, or only for disaster and emergency response activities; High = Funds are allocated for both disaster and emergency preparedness and for disaster and emergency response.</i></p>				

<p>67. Are procedures in place for expanding space when needed for emergency response and/or expanding space for critical care services? Confirm that the plan identifies spaces that can be equipped and expanded to respond to an emergency (temporary shelter/tents). <i>Low = Space for expansion has not been identified or there is no documentation regarding expansion; Average = Space has been identified and personnel have been trained to carry out the expansion, but there are no resources for expansion; High = Procedures exist, personnel have been trained, and resources are in place to carry out expansion of space.</i></p>				
<p>68. Does the plan include procedures for admitting patients in the event of emergencies, including forms and protocols for treating mass casualties? Procedures should specify the places and persons responsible for processing admissions as well as the forms and protocols available. <i>Low = Procedures are not in place or there is no relevant documentation; Average = Procedures are in place but only forms are available or only protocols available; High= Procedures are in place and both forms and protocols are available.</i></p>				
<p>69. Are procedures in place for triage, resuscitation, stabilization, and treatment? [NOTE: If these services are not provided by the facility, leave blank.] According to the type of facility, confirm that procedures have been defined, that staff has been trained, and that equipment and triage cards are available. <i>Low = Procedures have not been defined or there is no documentation on procedures; Average = Procedures are defined and personnel have been trained, but there are no resources to implement procedures; High = Procedures exist, personnel have been trained, and resources are in place to implement procedures.</i></p>				
<p>70. Does the plan address transport of patients and logistical support? Verify that the facility has vehicles available (owned by the facility or from other sources, such as ambulances, local transportation) as well as logistical support for patient transport. <i>Low = Vehicles for patient transport and logistical support are not available or there is no relevant documentation; Average = There are insufficient vehicles and/or insufficient logistical support; High = Sufficient vehicles and logistical support are available.</i></p>				
<p>71. Is coordination in place with other facilities in the local health services network and with entities providing pre-hospital emergency care? Ascertain that there are written protocols for this coordination and that facility personnel confirm that coordination is in place. <i>Low = Coordination plan is absent or there is no documentation that demonstrates coordination; Average = There is communication in the network, but there are no established procedures or protocols for disaster or emergency response; High= There is communication and coordination with other facilities in the health services network, and procedures and protocols are in place for disaster response.</i></p>				

<p>72. Is the health facility's disaster response plan linked to the local emergency/disaster response plan? Verify that there is a written record that demonstrates this cooperation. <i>Low = The plans are not linked or there is no documentation that demonstrates linkage; Average = Plans are linked but not operational; High = Plans are linked and operational.</i></p>				
<p>73. Does the disaster plan address specific procedures for referral and counter-referral of patients, especially procedures for ID Poor households? Review specific procedures that include mechanisms for registering patients. <i>Low = Procedures do not exist or there is no documentation on the procedures; Average = Procedures exist but only on paper; High = Procedures are documented and personnel have been trained in process.</i></p>				
<p>74. Does the plan include procedures for communicating with the public and media? Verify that the plan states who is responsible for communicating with the public and the media. <i>Low = Procedures do not exist or there is no documentation that demonstrates procedures; Average = Procedures exist but personnel have not been trained; High = Procedures exist and personnel have been trained.</i></p>				
<p>75. What procedures are in place for staffing for disaster response for nights, weekends, and holiday shifts? Depending on the role of the facility in the health delivery network, review staffing procedures for nights, weekends, and holidays in case of emergencies and disasters. <i>Low = Procedures do not exist or there is no documentation that demonstrates procedures; Average = Procedures are in place but personnel have not been informed; High = Procedures are in place and personnel are aware of procedures.</i></p>				
<p>76. Does the disaster plan address procedures for both internal and external evacuation of the facility? Verify that the plan includes evacuation procedures for occupants of the facility. <i>Low = Procedures do not exist or there is no documentation for procedures; Average = Procedures are in place but personnel have not been trained, and/or evacuation routes are not adequate; High = Procedures are in place, personnel have been trained, and evacuation routes are clearly marked and unobstructed</i></p>				
<p>77. Are health personnel prepared to act in disaster situations? Confirm that there is an on-going training program and that the training is carried out. Corroborate the level of training directly with staff <i>Low = Personnel are not trained or there is no training program; Average = There is sporadic training but less than half of the staff is trained; High = There is an on-going training program and more than 85% of personnel are trained</i></p>				

<p>78. Does the facility have an emergency warning system and are personnel trained in the system? Confirm that the facility has an emergency warning system and that staff have been trained to respond appropriately. <i>Low = Emergency warning system does not exist or there is no documentation for system; Average = Emergency warning system is in place but personnel have not been trained in system; High = Emergency warning system is in place and personnel have been trained in how to respond</i></p>				
<p>79. Does the facility have an alarm system and have staff been trained to respond? Verify that the facility has an alarm system in place and that all staff in the facility are trained to respond. <i>Low = Alarm system does not exist or there is no documentation about system; Average = Alarm system is in place but personnel have not been trained in system; High = Alarm system is in place and personnel have been trained in how to respond</i></p>				
<p>80. Has the facility carried out emergency simulation exercises and drills in the last year? Confirm that simulation exercises and drills are conducted and their frequency <i>Low = Emergency simulation exercises do not take place or there is no documentation about exercises; Average = Emergency simulations are carried out but not each year; High = Emergency simulations are carried out at least once each year and the plan is updated according to the outcome of the exercises.</i></p>				
<p>4.3 Contingency plans for medical treatment in disasters</p>				
<p>81. Are contingency plans in place for different types of events? Confirm that specific plans are in place, that they are updated, that staff have been trained for specific contingencies, and that the facility has the resources to implement the actions. <i>Low = Contingency plans do not exist or they exist only on paper; Average = Contingency plans are in place but they are not updated and/ or personnel have not been trained; High = Contingency plans are in place, they are updated, personnel have been trained, and there are resources to implement them.</i></p>				
<p>4.4 Plans for preventive maintenance and repair of essential services (lifelines)</p>				
<p>82. Is there a maintenance plan for the facility's electrical system? Verify that the maintenance plan is in place and review the maintenance log; ensure that personnel are assigned and trained in maintenance, that appropriate tools are available, and that funds are budgeted for maintaining the system. The plan should address testing of alternative sources of available power (generators, batteries, power inverters, etc.). <i>Low= The plan does not exist, or the plan is only on paper; Average = The plan exists but personnel are not assigned to and/or not trained in maintenance, and/or appropriate tools are lacking, and/or funds have not been budgeted for maintenance; High = The plan exists, personnel are assigned to and trained in maintenance, appropriate tools are available, and funds have been budgeted for maintenance activities.</i></p>				

<p>83. Is there a maintenance plan for the facility's drinking water supply system? Verify that the maintenance plan is in place and review the maintenance log; ensure that personnel are assigned and trained in maintenance, that appropriate tools are available and that funds are budgeted for maintaining the system. <i>Low = The plan does not exist, or the plan is only on paper; Average = The plan exists but personnel are not assigned to and/or not trained in maintenance, and/or appropriate tools are lacking, and/or funds have not been budgeted for maintenance; High = The plan exists, personnel are assigned to and trained in maintenance, appropriate tools are available, and funds have been budgeted for maintenance activities.</i></p>				
<p>84. Is there a maintenance plan for the facility's communications system? Verify that the maintenance plan is in place and review the maintenance log; ensure that personnel are assigned and trained in maintenance, that appropriate tools are available, and that funds are budgeted for maintaining the system. <i>Low = The plan does not exist, or the plan is only on paper; Average = The plan exists but personnel are not assigned to and/or not trained in maintenance, and/or appropriate tools are lacking, and/or funds have not been budgeted for maintenance; High = The plan exists, personnel are assigned to and trained in maintenance, appropriate tools are available, and funds have been budgeted for maintenance activities.</i></p>				
<p>85. Is there a maintenance plan for the facility's wastewater system? Verify that the maintenance plan is in place and review the maintenance log; ensure that personnel are assigned and trained in maintenance, that appropriate tools are available, and that funds are budgeted for maintaining the system. <i>Low = The plan does not exist, or the plan is only on paper; Average = The plan exists but personnel are not assigned to and/or not trained in maintenance, and/or appropriate tools are lacking, and/or funds have not been budgeted for maintenance; High = The plan exists, personnel are assigned to and trained in maintenance, appropriate tools are available, and funds have been budgeted for maintenance activities.</i></p>				
<p>86. Does the facility have a maintenance plan for its fire protection/suppression system? Verify that the maintenance plan is in place and review the maintenance log; ensure that personnel are assigned and trained in maintenance, that appropriate tools are available, and that funds are budgeted for maintaining the system. <i>Low = The plan does not exist, or the plan is only on paper; Average = The plan exists but personnel are not assigned to and/or not trained in maintenance, and/or appropriate tools are lacking, and/or funds have not been budgeted for maintenance; High= The plan exists, personnel are assigned to and trained in maintenance, appropriate tools are available, and funds have been budgeted for maintenance activities.</i></p>				

4.5 Availability of medications, supplies, instruments and equipment for disaster situations				
87. Are there reserves of medications available for emergency response? Verify the availability of medicines for emergencies. <i>Low = There is no reserve or there is no documentation demonstrating reserve; Average = Reserves of medications are sufficient only for daily, conventional use; High = There are sufficient reserves of medications for emergency response.</i>				
88. Does the facility have reserves of supplies and treatment materials for emergency response? Ascertain whether the facility has sufficient supplies in reserve for emergencies. <i>Low = There are no reserves or there is no documentation regarding emergency supplies; Average = Reserves are adequate only for regular, daily use; High = Sufficient reserves are in place for emergency response.</i>				
89. Does the facility have a reserve of instruments for emergency re- spouse? Ascertain whether the facility has sufficient instruments in reserve for emergencies. <i>Low= There are no reserves or there is no documentation regarding emergency instruments; Average = Reserves are adequate only for regular, daily use; High =Sufficient reserves are in place for emergency response.</i>				
90. Does the facility have life support equipment? Depending on the facility's level of complexity, assessors should ascertain the presence and coverage of life support equipment. <i>Low= The facility does not have this equipment; Average = Equipment is available but there is only enough for regular, daily use; High = Facility has sufficient equipment for use in an emergency or disaster.</i>				
91. Does the facility have personal protection equipment for epidemics (disposable)? Check the facility's supply of disposable personal protection equipment for staff working in areas of initial contact and treatment. <i>Low= The facility does not have this equipment or there is no relevant documentation; Average = Reserves of this equipment are only sufficient for regular, daily use; High= Facility has sufficient equipment for use in an emergency or disaster.</i>				
92. Are the facility's storage areas and warehouses protected from effects of flooding, fire, and strong winds? Ensure that storage areas are protected from the effects of earthquakes, flooding, fire, and strong winds, and that supplies are protected. <i>Low = Storage areas are not protected from hazards; Average = Only half of storage areas are protected; High = Storage areas are well protected</i>				

Name of facility: _____

Location of facility: _____

Date of assessment: _____

Elements evaluated		Problems	Actions	Priorities*	Comments
Structural elements					
Nonstructural elements	Essential services	Electrical system			
		Telecommunications system			
		Water supply system			
		Fuel storage			
		Medical gases			
		Sewage system			
		Storm drainage			

Forms for the evaluation of small and medium-sized health facilities

	Heating, ventilation, air conditioning, hot water				
	Furniture and fittings, office equipment, and storage				
	Medical and laboratory equipment and supplies				
	Architectural elements				
Functional Aspects	Organization of disaster committee				
	Operational disaster plan				
	Contingency plans				
	Maintenance plans				
	Medications, supplies				

* Priorities should be ranked between 1 (high priority) and 3 (low priority) depending on the need, importance of problem, and available resources.