

January 17, 2022

Long Term Care Executive Council of Central NY
Mutual Aid
1206 Peru Road
Jordan, NY 13080

Dear LTCEC Mutual Aid Member,

On November 30, 2021 we conducted an emergency reporting exercise through the Mutual Aid Plan web-based technology as well as hosted a NYS Evacuation of Facilities In Disaster System (eFINDS) training for your group. This exercise / training provided you and your staff a better understanding of how these applications are used for sharing of information when facilities need to relocate their residents.

First, the evacuation of a long-term care facility, whether full or partial provides unique challenges to your facility. Although building evacuations are rare, even the evacuation of a single unit is a complex event requiring significant coordination throughout the process. The success is dependent on the effectiveness of internal procedures, internal communications, external relationships, community emergency responders and cooperation / coordination with other healthcare facilities.

The focus of this particular exercise was to evaluate the process of reporting open bed status, operational issues, staffing shortages and available transportation for a mock facility that needed to evacuate. A listing of participating facilities is enclosed with this letter (see attachment).

Secondly, we hosted an eFINDS application training that was facilitated by a subject matter expert that provided a solid foundation for registering and updating resident location information during an incident or event, such as a storm, flood, non-natural incident, or an exercise / drill.

Course participants were provided with a hands-on demonstration of the eFINDS application which included: eFINDS Data Reporter and eFINDS Administrator role permissions; how to register a resident with a scanner and without; use of a spreadsheet to register multiple

residents and how to update resident tracking information as an evacuating facility, as well as a receiving facility.

These training and exercises are not only useful to staff in demonstrating and practicing their working knowledge of the system but for leadership staff to exercise their roles and responsibilities with actionable data within both of these technologies.

As a reminder, to make full use of the mutual aid plan technology, facilities within the plan should enter the system regularly and complete the planning data found within the facility planning information tabs. This information not only includes the relevant phone numbers and contacts but the facilities resource inventory, generator information, and vendors. If you encounter any difficulties with entering this information or have any questions or concerns please do not hesitate to contact us.

We appreciate the time you invested with us for this project. Thank you for allowing Jensen Hughes the opportunity to work with you and your team. If you have any questions as a result of this program, please do not hesitate to contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Austin". The signature is stylized with a long horizontal stroke at the end.

Brad Austin
Fire & Emergency Management Consultant

Enc.: LTCEC emergency reporting facilities

Emergency Reporting System (ERS): Facility List

- **New York Long Term Care Mutual Aid Plan**
- **Start Date** = "11/30/21 8:00 AM"
- **End Date** = "11/30/21 5:00 PM"
- **FacilityTypes** = "All"
- **Group By City** = "False"
- **Region** = "Central NY"
- **Showing Facilities:** Reporting
- **Time Zone:** Eastern

Total Responding Facilities:	22 of 22 Members (100%), 0 Non-Members		Primary Contact	Last Reported	Reported By
Region: Central NY	22 of 22 Members (100%), 0 Non-Members				
Auburn Rehabilitation and Nursing Center Main #: (315) 253-7351	Auburn	Nursing Home	Judson MacCaull (315) 253-7351	11/30/2021 9:54 AM	Judson Maccaull p: (315) 253-7351 c: (315) 532-9923
Central Park Rehabilitation & Nursing Center Main #: (315) 475-1641	Syracuse	Nursing Home	Frank Chiaraavalloti (315) 475-1641	11/30/2021 9:21 AM	Frank Chiaravalloti p: (315) 506-9053 c: (315) 506-9053
Cottages at Garden Grove Main #: (315) 459-7400	Cicero	Nursing Home	Tara Zgoda (315) 459-7400	11/30/2021 9:23 AM	Scott Hoover p: (315) 459-7403 c: (315) 439-4771
Crouse Community Center Main #: (315) 684-9595	Morrisville	Nursing Home	DJ Raux (315) 684-5104	11/30/2021 9:23 AM	DJ Raux p: (315) 717-6825 c: (315) 717-6825
Crown Park Rehabilitation & Nursing Center Main #: (607) 753-6060	Cortland	Nursing Home	Karissa Camerota (607) 753-6060	11/30/2021 9:28 AM	Karissa Camerota p: (607) 753-6060 c: (315) 749-3762
Elderwood at Liverpool (Birchwood) Main #: (315) 457-9946	Liverpool	Nursing Home	Cheryln Deleonabreu (315) 457-9946	11/30/2021 9:32 AM	Timothy Snyder p: (315) 457-9946 c: (315) 200-5843
Finger Lakes Center for Living Main #: (315) 255-7188	Auburn	Nursing Home	Joanne Burcroff (315) 255-7071	11/30/2021 9:42 AM	Russ D'Amico p: (315) 255-7072 c: (315) 415-1820
Inn at Menorah Park Main #: (315) 446-9111	Syracuse	Assisted Living	Matt Lefever (315) 446-9111 x 180	11/30/2021 9:21 AM	Eli Wolford p: (315) 446-9111 x 123 c: (315) 395-4313
Iroquois Nursing Home, Inc. Main #: (315) 469-1300	Jamesville	Nursing Home	Hawley Evans (315) 469-1300 x 2150	11/30/2021 9:25 AM	Leigh Hilgenberg p: (315) 469-1300 x 2116 c: (315) 317-5630

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Loretto Health & Rehabilitation Main #: (315) 469-5570	Syracuse	<i>Nursing Home</i>	Courtney Lyon (315) 413-3346	11/30/2021 10:26 AM	Courtney Lyon p: (315) 413-3733 c: (315) 750-5474
McHarrie Pointe Main #: (315) 638-2525	Baldwinsville	<i>Assisted Living</i>	Maggie Reap (315) 638-2525	11/30/2021 9:19 AM	Mark Murphy p: (315) 638-2521 c: (315) 430-3663
Menorah Park of CNY (Jewish Home) Main #: (315) 446-9111	Syracuse	<i>Nursing Home</i>	Michael Svendsen (315) 446-9111 x 133	11/30/2021 9:18 AM	Eli Wolford p: (315) 446-9111 x 123 c: (315) 395-4313
Morningstar Residential Care Center Main #: (315) 342-4790	Oswego	<i>Nursing Home</i>	Andrea Doviak (315) 342-4790	11/30/2021 9:33 AM	Jennifer Bouchard p: (315) 342-4790 c: (315) 559-1112
Nottingham RHCF Main #: (315) 446-0123	Jamesville	<i>Nursing Home</i>	Jack Pease (315) 413-3112	11/30/2021 10:05 AM	Jack Pease p: (315) 413-3112 c: (718) 689-2924
St. Camillus Health & Rehab Center Main #: (315) 488-2951	Syracuse	<i>Nursing Home</i>	Richard Boyle (315) 488-2951	11/30/2021 9:25 AM	Ann Venturini p: (315) 703-0745 c: (315) 657-1303
St. Luke Health Services Main #: (315) 342-3166	Oswego	<i>Nursing Home</i>	Julie Johnson (315) 342-3166	11/30/2021 9:29 AM	Shelly Youngs p: (315) 342-3166 c: (585) 729-4973
Sunnyside Care Center Main #: (315) 656-7218	East Syracuse	<i>Nursing Home</i>	Jack Fitzpatrick (315) 656-7218	11/30/2021 9:29 AM	Jack Fitzpatrick p: (315) 656-7218 c: (315) 960-4581
Syracuse Home / McHarrie Life Community Main #: (315) 638-2521	Baldwinsville	<i>Nursing Home</i>	Mark Murphy (315) 638-2521	11/30/2021 9:17 AM	Mark Murphy p: (315) 638-2521 c: (315) 430-3663

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The Commons on St Anthony Street Main #: (315) 282-6821	Auburn	<i>Nursing Home</i>	Dan Morphet (315) 282-6878	11/30/2021 10:38 AM	Kanye Sayon p: (315) 282-6880 c: (202) 697-0608
The Gardens by Morningstar, LLC Main #: (315) 343-0880	Oswego	<i>Assisted Living</i>	Jessica Proper (315) 207-2491	11/30/2021 9:21 AM	Sean Beckwith p: (315) 343-0880 x 150 c: (315) 236-1712
The Manor at Seneca Hill Main #: (315) 349-5300	Oswego	<i>Nursing Home</i>	Jason Santiago (315) 349-5300	11/30/2021 9:28 AM	Judy Walsh p: (315) 349-5324 c: (315) 529-4150
Van Duyn Center for Rehabilitation & Nursing Main #: (315) 449-6000	Syracuse	<i>Nursing Home</i>	Mike Regan (315) 449-6094	11/30/2021 9:18 AM	Michael Regan p: (315) 449-6094 c: (315) 430-0062