

January 17, 2022

Southern Tier Mutual Aid Group  
7571 State Route 54  
Bath, NY 14810

Dear Southern Tier Mutual Aid Member,

On December 1, 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.: SOTIER emergency reporting facilities

## Emergency Reporting System (ERS): Facility List

- **New York Long Term Care Mutual Aid Plan**
- **Start Date = "12/01/21 8:00 AM"**
- **End Date = "12/01/21 5:00 PM"**
- **FacilityTypes = "All"**
- **Group By City = "False"**
- **Region = "Southern Tier"**
- **Showing Facilities: Reporting**
- **Time Zone: Eastern**

Total Responding Facilities:	13 of 13 Members (100%), 0 Non-Members	Primary Contact	Last Reported	Reported By
<b>Region: Southern Tier</b>	<b>13 of 13 Members (100%), 0 Non-Members</b>			
<b>Bethany Manor</b> Main #: (607) 739-8711	Horseheads	<i>Nursing Home</i>	Jim Mark (607) 378-6528	12/1/2021 9:31 AM Toni Johnston p: (607) 378-6565 c: (607) 435-4803
<b>Chemung County Nursing Facility</b> Main #: (607) 737-2068	Elmira	<i>Nursing Home</i>	Shari Hutchison (607) 737-2068	12/1/2021 10:01 AM Shari Hutchison p: (607) 737-2068 c: (585) 773-5159
<b>Corning Center for Rehabilitation and Healthcare</b> Main #: (607) 654-2400	Corning	<i>Nursing Home</i>	Kayleigh Smith	12/1/2021 11:07 AM Kayleigh Smith p: (570) 439-2106 c: (570) 439-2106
<b>Elcor Nursing and Rehabilitation Center</b> Main #: (607) 739-3654	Horseheads	<i>Nursing Home</i>	Harlie Clark (607) 739-3654	12/1/2021 12:35 PM Tobias Collins p: 6077393654252 c: (570) 423-3595
<b>Elderwood Assisted Living at Waverly</b> Main #: (607) 565-6216	Waverly	<i>Assisted Living</i>	Tammie Perrigo	12/1/2021 9:26 AM Tammie Perrigo p: (607) 565-6216 c: (607) 215-1980
<b>Elderwood at Hornell</b> Main #: (607) 324-6990	Hornell	<i>Nursing Home</i>	Sabrina Neal (607) 324-6916	12/1/2021 11:06 AM Chere Troxel p: (607) 324-6993 c: (607) 382-3607
<b>Elderwood at Waverly</b> Main #: (607) 565-2861	Waverly	<i>Nursing Home</i>	Maria Landy (607) 565-6329	12/1/2021 9:38 AM p: c:
<b>Groton Community Health Care Center</b> Main #: (607) 898-5876	Groton	<i>Nursing Home</i>	Patrick Deptula	12/1/2021 9:24 AM Patrick Deptula p: (607) 898-5876 c: (315) 727-8424
<b>Ira Davenport Memorial Hospital SNF</b> Main #: (607) 776-8651	Bath	<i>Nursing Home</i>	James Mark (607) 776-8651	12/1/2021 9:40 AM Jim Mark p: (607) 378-6528 c: (607) 738-2457

**Emergency Reporting System (ERS):  
Facility List**

- **New York Long Term Care Mutual Aid Plan**
- **Start Date** = "12/01/21 8:00 AM"
- **End Date** = "12/01/21 5:00 PM"
- **FacilityTypes** = "All"
- **Group By City** = "False"
- **Region** = "Southern Tier"
- **Showing Facilities:** Reporting
- **Time Zone:** Eastern

<b>Total Responding Facilities:</b>	<b>13 of 13 Members (100%), 0 Non-Members</b>	<b>Primary Contact</b>	<b>Last Reported</b>	<b>Reported By</b>	
<b>Region:</b> Southern Tier	<b>13 of 13 Members (100%), 0 Non-Members</b>				
<b>Kendal at Ithaca</b> Main #: (607) 266-5300	Ithaca	<i>Nursing Home, Assisted Living</i>	Mike Youmans	12/1/2021 9:32 AM	Mike Youmans p: (607) 266-5310 c: (607) 329-7088
<b>Seneca View Skilled Nursing Facility</b> Main #: (607) 535-8611	Montour Falls	<i>Nursing Home</i>	Patrick Ryan (607) 535-8639 x 52257	12/1/2021 9:23 AM	Patrick Ryan p: (607) 535-8611 c: (518) 879-8989
<b>Steuben Center for Rehabilitation and Healthcare</b> Main #: (607) 776-7651	Bath	<i>Nursing Home</i>	Adam Aranov	12/1/2021 10:13 AM	Charles Downs p: (607) 776-7651 c: (315) 856-0558
<b>The New Falls Home</b> Main #: (607) 535-7165	Montour Falls	<i>Assisted Living</i>	Julie Everhart (607) 535-7165	12/1/2021 9:18 AM	Julie Everhart p: (607) 535-7165 c: (607) 319-9558