University of Miami Health System & Miller School of Medicine

Hurricane Guidelines

July 7, 2016
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I. Introduction

The University of Miami Health System and Miller School of Medicine Hurricane Guidelines provide guidance on preparation for, response to, and recovery from the impact(s) of a tropical storm or hurricane. Each unit at the University of Miami Health System and Miller School of Medicine is responsible for reviewing and updating its hurricane guidelines and procedures no later than June 1st of each year.

To ensure the University of Miami Health System and Miller School of Medicine are able to effectively respond to and recover from a tropical storm or hurricane all units must:

- Develop standard operating procedures to carry out the actions and responsibilities identified in the Hurricane Guidelines.
- Identify personnel responsible for performing assigned tasks and responsibilities identified in the Hurricane Guidelines.
- Ensure personnel responsible for response and/or recovery tasks receive proper training, including but not limited to National Incident Management System (NIMS) / Incident Command System (ICS) classes.
- Ensure essential services needed to respond to an emergency situation have been identified as critical functions in the Unit/Sub-Unit Continuity of Operations Plan (COOP) in the UReady system.

II. Hurricane Season Planning Checklists

Every unit head should ensure the following preparatory actions have been completed before June 1st.

A. Preparations for All Units

- Update Unit response plan, if applicable
- Update UReady Continuity Plan
- Review and update the personnel needed to perform the unit’s critical functions and designate them as essential personnel in Workday.
- Have all employees update contact and evacuation information in Workday.
- Update phone contact/notification list, print copies, and distribute them to all unit employees. Consider maintaining extra copies in a central, easily accessible location.
- Download a copy of your unit UM Emergency Contact List from Workday.
- Have employees enter important unit, UHealth, and University phone numbers into mobile phone.
- Backup all computer files on a network drive or approved cloud based storage program. [http://www.miami.edu/it/index.php/about_it/aas/ps/documentation/box/](http://www.miami.edu/it/index.php/about_it/aas/ps/documentation/box/)
- Remove and/or surplus any unnecessary items from your office, workspace, hallways, or exterior storage.
- Ensure that required emergency/disaster supplies are on hand.
- Verify that all emergency or back-up equipment is operational and create/update list of all emergency items and include in UReady Continuity Plan.
- Review specific roles and responsibilities with all employees and students.
- For insurance claims and FEMA reimbursement, photograph all workspaces and capital (high value) equipment. [http://publicsafety.med.miami.edu/documents/Photo_Documentation.pdf](http://publicsafety.med.miami.edu/documents/Photo_Documentation.pdf)
B. Preparations for Research Units

- Review research emergency preparedness information.
  
  Discovery Research: [http://research.med.miami.edu/discovery-research/discovery-preparedness](http://research.med.miami.edu/discovery-research/discovery-preparedness)
  
  Clinical Research: [http://research.med.miami.edu/clinical-research/clinical-preparedness](http://research.med.miami.edu/clinical-research/clinical-preparedness)

- Develop/update plans for relocation and/or safe storage of sensitive and valuable equipment.

- Inventory contents of all freezers and ensure they are labeled with contact information and registered with the Department of Public Safety.

- Be cautious about starting long term experiments which might be impacted by power loss.

- Ensure non-essential equipment is not plugged into emergency power outlets in order to reduce the strain on electrical circuits.

- Do not use fume hoods for chemical storage.

- Develop or update plans for relocation of critical samples and specimens through arrangements with bio-repositories and/or non-local collaborators/colleagues.

C. Preparations for Students

- Complete/update the evacuation information in CaneLink to notify the University of your plan during a storm and how you can be reached.

- Designate an out-of-state relative or friend to serve as a family contact. Be prepared to communicate your pre-storm plan and to confirm that you are okay after the storm.

- Build or purchase an emergency kit with supplies to last 3-5 days. Ensure this includes cash and prescription medication. Go to [www.miami.edu/hurricane-prepare](http://www.miami.edu/hurricane-prepare) for more information.

- Keep your car filled with gas and check all fluids and tire pressures (including the spare). Know how you will evacuate and the route options available if an evacuation order is issued.

- Back up computer data and consider using a University approved cloud based storage solution. [http://www.miami.edu/it/index.php/about_it/aas/ps/documentation/box/](http://www.miami.edu/it/index.php/about_it/aas/ps/documentation/box/)

- Purchase rental insurance for and take pictures/inventory of your personal possessions.

III. Pre-Storm Preparations

A. Essential Personnel & Disaster Pay Guidelines

An essential employee is required to perform duties as directed by their supervisor before, during, and after a disaster. These duties may not be consistent with normal, daily responsibilities. Employees who are designated as essential will be pre-identified in Workday by their managers. Emergency Management may also designate units or employees as essential to fill staffing voids during emergencies. As essential personnel, employees are exempt from any general policy for campus closure and work release.

All University employees are subject to [Emergency/Disaster Pay Policy C007](http://www.miami.edu/it/index.php/about_it/aas/ps/documentation/box/), which provides information relative to work schedule assignment and pay practices for regular full-time and part-time employees in the event of a University declared emergency and/or when the University of Miami is included in the area of disaster declaration issued by the President of the United States. Review the University of Miami [Medical/UHealth Emergency Operations Plan (EOP)](http://www.miami.edu/hurricane-prepare) and the [Designating Essential Personnel Guidance](http://www.miami.edu/hurricane-prepare) worksheet for more information.
B. Addressing Unmet Personnel Needs
All University employees may be required to undertake a disaster specific role to ensure continued operation or resumption of critical functions. Impacts from disasters often do not fall under the day-to-day responsibility of a single unit and create an un-met need the University must address. Identifying an appropriate group of employees to fill these unmet needs presents an on-going challenge. The best practice based on extensive research and lessons learned from previous incidents, is to identify a group of employees from a single unit with no disaster assignment and with regular jobs that generally align with the disaster role. These employees will be assigned responsibility for addressing the unmet need. Addressing unmet needs by creating a piecemeal team from different units produces significant operational, logistical, administrative, and managerial challenges and is not a functional approach.

C. Medical Campus Crisis Decision Team
The Medical Campus Crisis Decision Team (CDT) is responsible for evaluating and determining protective actions in response to any threat from a tropical storm or hurricane. Additional information on the Medical CDT can be found in the Medical/UHealth EOP.

D. Declaring a Campus State of Emergency
The University President or Senior Vice President for Health Affairs / UHealth CEO, or designee, will determine if a state of emergency will be declared for the University of Miami Medical Campus and UHealth system. Once a Campus State of Emergency has been declared, the Medical Campus Emergency Operations Plan (EOP) and the University’s Comprehensive Emergency Management Plan (CEMP) will be implemented. As a result of the incident, employees and resources may be utilized for tasks outside of their normal scope of operations. All units will be required to implement their unit emergency procedures as well as take whatever prudent actions are necessary to protect the health, safety, and welfare of the University of Miami Medical Campus community and prevent damage to University property.

E. Communication
The Medical CDT will issue directives on pre and post landfall operational changes and protective actions. Updated information on the current campus status and operations will be made available via:
- Storm Alert Emails (University-Wide)
- Email (“All Medical Listserv”) - AllMedical@listserv.miami.edu
- UHealth and Miller School of Medicine Website - www.med.miami.edu
- Medical Rumor Control Hotline – (800) 227-0354 / (305) 243-6079
- University of Miami Emergency Management Social Media
  - https://www.facebook.com/UMiamiENN
  - https://twitter.com/umiamienn / @UMiamiENN

All supervisors are responsible for providing their employees with relevant information on actions being taken by their unit. Specific procedures including development of an emergency phone tree should be implemented by each unit and included in the UReady Business Continuity Plan.

F. Grainger Industrial Supply – Hurricane Cache
University of Miami Emergency Management has developed a no-cost, stand-by agreement with Grainger to maintain a comprehensive dedicated cache of hurricane supplies available upon request by the University. Supplies are included for all hospitals, physical plant, and research units to ensure the unique needs of each entity are accounted for. Prior to an anticipated event, and upon approval by the Medical CDT, Physical Plant will coordinate with Grainger to obtain necessary supplies.
G. Hurricane Monitoring
Emergency Management constantly monitors all Atlantic Ocean tropical storm and hurricane activity. The Medical CDT will be notified anytime the Medical Campus or a UHealth facility may be threatened by a storm. Situation reports will be emailed to the Medical CDT twice a day (generally after the 8am and 5pm NHC Advisories) when a tropical storm/hurricane enters or develops west of Longitude 55°W and south of Latitude 30°N (see figure below), and has the potential to impact South Florida. For systems which show no signs of threatening South Florida, only one advisory will be sent.

Situation reports may include the following information.

University of Miami Specific Information:
- Potential impact to University of Miami facilities throughout South Florida
- Tropical Storm Force Wind probabilities throughout South Florida for the next 5 days
- Current University of Miami and Medical Campus actions

Storm Specific Information:
- Name
- Current Location
- Maximum Sustained Wind Speed (Storm Category)
- Forward Speed
- Forward Direction
- Potential for Development or Weakening
- Current Related Watches and Warnings for South Florida

H. WeatherSTEM
The Medical Campus Weather Station (WeatherSTEM) provides highly accurate, hyper local weather information via a web, mobile, and social media friendly interface that includes a sky-view webcam. Access the weather station at [www.miamidade.weatherstem.com/uhealth](http://www.miamidade.weatherstem.com/uhealth).
IV. Pre-Storm Action Steps

Pre-Storm Action Steps are guidelines used during a potential impact from a hurricane or tropical storm. Based on the predicted impact, some action steps may require completion at varying times or may not be required at all.

A. 120-72 Hours Before Arrival of Tropical Storm Force Winds

1. University of Miami Emergency Management monitors the progress of the storm.
2. University of Miami Emergency Management participates in partner conference calls held by South Florida National Weather Service (NWS) and appropriate county emergency management offices.
3. University of Miami Emergency Management sends preliminary advisories to the Medical CDT.
4. Medical CDT meets as needed to discuss forecasts and potential for initiating protective actions.
5. Medical/UHealth Emergency Management notifies UMH Dietary Department if Memorandum of Understanding M-002 – Hurricane Food Services for Essential Personnel is being activated.
6. Hospital Incident Command Teams meet as necessary to review operational plans.
7. Hospitals review staffing needs and requirements to ensure appropriate coverage of clinical and non-clinical positions to sustain hospital operations for pre, during and post impact periods.
8. Hospitals verify they have sufficient medical supply inventory.
9. All unit heads review list of essential employees and make updates in Workday, as needed.
10. Units conduct a review of existing plans with employees and students and ensure they are able to accomplish assigned roles and responsibilities.
11. Medical/UHealth Emergency Management determines whether it is necessary to purchase additional non-perishable foods for consumption by essential employees.
12. Physical Plant checks generators and emergency systems to ensure they are operational.
13. Physical Plant conducts planning conference call with National Group (Emergency Protective Measures) and Bergeron Emergency Services (Debris Removal).
14. Physical Plant contacts on-campus construction contractors/vendors and information is requested on their pre-storm preparatory action timeline.
15. Physical Plant checks emergency equipment/materials inventory and procures resources, as needed.
16. Physical Plant contacts Grainger to ascertain when the University must notify them of a decision to purchase the pre-identified cache of disaster supplies.
17. Physical Plant conducts a visual check of shutters and flood gates to ensure they are operational.
18. UHealth Connect contacts UChart to ensure patient appointment data file is ready to be transferred to UHealth Connect if cancellations become necessary.

B. 72-48 Hours Before Arrival of Tropical Storm Force Winds

1. University Crisis Decision Team (CDT) meets as needed and monitors the forecast track (meetings may be conducted by telephone).
2. Emergency Management and Medical CDT establish a set point for discontinuation of all non-essential operations.
3. Medical/UHealth CDT meets to discuss:
   a. Campus and satellite operational changes/closure timeline
   b. Shuttering of buildings
   c. Official communication to UHealth employees and Medical students.
   d. Whether to declare a campus state of emergency.
   e. Ceasing construction activity, as applicable
   f. Whether to purchase pre-identified disaster preparation supplies from Grainger
4. All unit heads ensure photo-documentation of all offices, laboratories, and equipment has been completed and properly saved in multiple locations (See section in Medical/UHealth EOP).
5. All unit heads provide situation status information to UHealth Emergency Management.
6. Hospitals discuss plans to reschedule/cancel elective admissions, elective inpatient and ambulatory surgery/outpatient procedures, and other routine appointments.
7. Hospitals review protective measure plans and timelines to implement.
8. Bascom Palmer Eye Institute-Anne Bates Leach Eye Hospital (BPEI-ABLEH) holds coordination meeting with University of Miami Hospital (UMH) regarding potential shift of BPEI-ABLEH emergency room to UMH.
9. University of Miami Hospital and Clinics – Sylvester Comprehensive Cancer Center (UMHC-SCCC) holds coordination meeting with UMH regarding in-patient transfer.
10. Medical/UHealth Emergency Management and Hospital Safety Officers coordinate with Information Technology and Telecommunications to support activation of Medical Campus and Hospital Incident Command Posts.
11. Physical Plant determines whether to request Bergeron Emergency Services (Debris Removal Vendor) to activate a Medical Campus Site Supervisor.
12. Physical Plant ensures Disaster Debris Management Site is available for activation.
13. Physical Plant contacts construction contractors and provides information on current preparatory actions.
14. Public Safety reviews Alpha/Bravo staffing plan and provides officers with notification to prepare for possible activation of the plan.
15. UChart provides UHealth Connect with appointment data file for patient notifications if the Medical CDT determines it is necessary to cancel appointments

C. 48-24 Hours Before Arrival of Tropical Storm Force Winds
1. University Crisis Decision Team meets to discuss University wide protective measures and communications.
2. Medical CDT:
   a. Reviews hospital recommendations for preparatory action
   b. Determines whether a campus stats of emergency will be declared.
   c. Determines if/when classes will be cancelled and non-essential operations suspended
   d. Determines whether buildings will be shuttered and flood gates installed
   e. Reviews all previous decisions
   f. Develops timeline for final preparatory actions
3. Unit heads provide employees with post-storm instructions.
4. Hospitals activate Incident Command Centers, as needed.
5. BPEI-ABLEH relocates emergency room operations to University of Miami Hospital.
6. UMHC-SCCC relocates inpatients to UMH, if needed.
9. Physical Plant clears loose debris / outside unsecured items, checks roof / storm drains, and equipment tie downs.
10. Human Resources pulls all faculty, staff, and student contact information from Workday / Data Warehouse.
11. Medical/UHealth Emergency Management in coordination with Research, Research Education and Innovative Medicine (RIM) provides recommendation to researchers on implementation of specific protective measures for their research labs.

13. Division of Veterinary Resources provides Public Safety with updated list of staff that will be remaining on-campus during the storm.

14. UChart provides UHealth Connect with updated appointment data file for patient notifications if the Medical CDT determines it is necessary to cancel appointments.

D. 24-0 Hours Before Arrival of Tropical Storm Force Winds

1. University Crisis Decision Team conducts final meeting to discuss University-wide protective measures and communications.

2. Medical CDT meets to conduct a final review of all preparatory actions.

3. Medical Communications updates Medical Rumor Control Hotline.

4. Medical/UHealth Emergency Management meets with physical plant and vendors (emergency protective measures, debris removal, and debris monitoring) to review post-storm recovery plan.

5. Physical Plant starts main generators and transfers to emergency power.

6. Medical/UHealth representative(s) deploy to City of Miami Emergency Operations Center (EOC).

7. Supervisors provide employees with preliminary post-storm instructions.

8. Public Safety to conduct clearance check and lockdown of all pre-identified non-hospital and select hospital buildings after preparatory actions are complete.

V. During Impact

A. General

Prior to the arrival of sustained tropical storm force winds, entrances to all pre-identified non-clinical buildings will be secured and card access systems will be deactivated.

When non-clinical activities have been suspended only those essential employees pre-identified by the Medical CDT will be allowed to remain on-campus. The Senior Vice President for Health Affairs, in coordination with the CDT, will determine when the campus will suspend operations not related to life safety or patient care. Rapidly changing conditions may require non-essential operations to be suspended prior to a previously set time.

B. Buildings Occupied

The hurricane category will be taken into consideration by the Medical CDT when determining which buildings on campus can remain occupied during impact. The nature of the operations (i.e. patient care, animal care, and staging of essential employees) in the following buildings require special consideration regarding occupancy during impacts:

- Biomedical Research Building (BRB)
- Rosenstiel Medical Science Building (RMSB)
- Gautier Building
- Lois Pope LIFE Center (LPLC)
- Batchelor Children’s Research Institute (BCRI)
- McKnight Center
- University of Miami Hospital (UMH)
- University of Miami Hospital and Clinics (UMHC)
- Bascom Palmer Eye Institute (BPEI)
- Don Soffer Clinical Research Center (CRC)

See Appendix I for information on breach of envelope ratings for each building.
C. Information Coordination

UHealth Emergency Management will continue to monitor the storm while the campus is being impacted. Response and recovery planning will be conducted in coordination with the University Emergency Operations Center (EOC) on the Coral Gables Campus.

The University of Miami also has a dedicated seat at the City of Miami Emergency Operations Center. The UM representative at the City of Miami EOC will support on-campus operations by assisting with information coordination with governmental and non-governmental partners and facilitating requests for additional resources, if needed.

VI. Post-Storm

A. Post-Storm Action Steps

2. Faculty & Staff are notified of campus status and timeline for essential employees to return to facilities.
3. Public Safety establishes campus perimeter control and closely monitors campus access control.
4. Hospitals determine timeline for re-opening (BPEI-ABLEH & UMHC-SCCC) and/or resuming non-emergency services (UMH).
5. Emergency Management determines need to distribute emergency fuel to essential employees.
6. Debris Removal vendors begin debris removal from University roads and property.
7. Emergency Protective Measure vendors begin restoration process.
8. Units utilize UReady plans to restore & sustain critical operations.
9. Emergency Management, Facilities & Operations, and IT coordinate to establish alternate workspaces, as necessary.
10. Employees & students check-in post-storm at recover.miami.edu.
11. Students are notified of campus status and timeline for resuming operations.

B. Damage Evaluation Task Force

The Damage Evaluation Task Force is responsible for conducting a preliminary damage and safety evaluation of the campus after impact from a tropical storm or hurricane. The Task Force will not initiate operations until sustained winds have dropped below 39 mph and it is daylight hours. The Task Force will initially focus on providing a broad snapshot of impacts sustained at a campus level. Each Hospital has a damage evaluation process integrated into their existing hurricane standard operating procedures. Support will be provided to each hospital based on resources available and recovery priorities as identified by the Medical CDT.

1. Goals and Objectives
   a. Take general photos of all buildings and building systems (including undamaged areas).
   b. Take detailed photos of all building areas and systems which have sustained impacts.
   c. Obtain preliminary building status information.
   d. Determine whether it is safe for additional employees to return to Campus.
2. Damage Evaluation Task Force Members
   a. Medical Public Safety / Emergency Management
   b. Physical Plant
   c. Office of Environmental Health & Safety
   d. Debris Removal (FEMA Category A) Vendor – Bergeron Emergency Services
   e. Emergency Protective Measures (FEMA Category B) – National Group & Super Restoration

3. Key Safety Precautions
   a. Task Force members will always operate in teams of two or more.
   b. Task Force Teams must maintain radio contact with the Public Safety Communications Center.
   c. All Task Force members will wear closed toe shoes and long pants.
   d. Additional personal protective equipment will be utilized based on the hazards present as a result of the incident.

4. Action Steps
   a. The Damage Evaluation Task Force will meet. Damage Evaluation Task Force members not pre-staged on the Medical Campus will contact the Public Safety Communications Center or Medical Campus Command Post for information on when to report.
   b. The Damage Evaluation Task Force will utilize the Damage Evaluation Form to document all impacts observed during their survey.
   c. Each Damage Evaluation Task Force Team will be assigned a specific geographic area and buildings to survey.
   d. Task Force Teams will conduct an initial exterior evaluation of all buildings in the assigned area and, if deemed safe to do so, will enter buildings and conduct an interior evaluation.
   e. The Task Force will gather information on all facilities and then develop a recommendation for the Medical CDT on whether additional essential employees can be allowed to return or if there are safety hazards which would prevent re-entry.
   f. The Task Force will provide an initial damage evaluation report and preliminary recovery objectives to the Medical CDT. The Medical CDT will develop the initial response and recovery plan and will forward information to the University EOC (if activated).

5. Specific Systems / Areas to be Evaluated
   At a minimum, the following systems, areas, and functionalities will be initially surveyed:
   a. Building Impacts
      • Roof
      • Windows
      • Walls
      • Interior Support Structures
      • Hardscaping (i.e. walkways, fences, sidewalks, etc.)
      • Building Amenities (i.e. fountains, art, plazas, etc.)
      • Drainage (i.e. storm water, gray water, black water, etc.)
   b. Systems Impacts
      • Electrical Systems
      • Emergency Generator(s)
      • HVAC Systems
      • Water/Sewer Systems
      • Fuel Systems
      • Fire Alarm Systems
      • Water Intrusion
      • Landscaping
      • Underground Utilities
      • Debris
      • Fire Suppression Systems
      • Elevators
      • IT & Communications
      • Security Systems
      • Medical Gas System
C. Employee and Student Status
Immediately following the storm, all employees should evaluate their personnel status and then follow their unit contact procedures. Employees and students should also go to https://recover.miami.edu/ to check-in and provide current location and status. Employees should monitor the UM website, Medical Rumor Control Hotline, and other information sources for updates on when to return to work.

D. Utilizing UReady Plans
UReady plans are designed to support a unit’s ability to restore or sustain critical operations following an emergency or disaster impacting their space, employees, equipment, and information. Well-developed UReady Plans include:
- Employees who may work from home
- Minimum requirements for continued operations
- Emergency contact information for employees
- IT systems required to support critical operations
- An overview of critical equipment and supplies
- Methods for coping when lacking key resources
- Photo documentation of all work spaces and equipment

E. Access Control
Only essential personnel will be allowed on campus until the Medical CDT has determined limited or normal campus operations can resume. Any Medical employee working on-campus during the recovery phase must have their ID Badge on display at all times. Contractors working on-campus will be properly uniformed and/or displaying company issued ID. All personnel entering and leaving campus will be required to sign in/out with their respective supervisors.

F. Campus Re-Entry
After the Damage Evaluation Task Force has determined the campus is safe for re-entry, designated essential faculty and staff within Workday will be allowed to return. Essential personnel must be pre-designated by their supervisors within Workday prior to re-entry. Extreme caution will be exercised when initially entering all facilities and safety hazards must be immediately reported to the Public Safety Communications Center (305-243-6000). Photos should be taken of all workspaces prior to initiating cleanup or recovery operations. Non-essential personnel will not be allowed on campus until it has been determined safe and the campus is declared open by the Medical CDT.

G. Emergency Fuel for Employees
Fuel for essential employee’s personal vehicles may be provided by the University if fuel stations are significantly impacted. Additional information can be found in Department of Public Safety Standard Operating Procedure E-028 – Employee Emergency Fuel Plan.

H. Alternate Workspace
Immediately following an incident, units/sub-units will coordinate with Space Management to identify appropriate temporary work locations for displaced departments / employees. Once an appropriate location has been identified, Facilities and Operations, Information Technology, and other support departments will facilitate the set-up of temporary workspace. See Appendix II for a list of alternate work spaces.
VII. Recovery

A. Debris Removal (FEMA Category A)
The following vendors have been contracted to provide debris removal and monitoring services for the Medical Campus:

- Debris Removal: Bergeron Emergency Services
- Debris Monitoring: Witt O'Brien’s
- Two Bergeron crews may be staged on the Medical Campus during the storm. Each crew is expected to include one (1) foreman, five (5) machine operators, and ten (10) laborers. There will be a total of 32 Bergeron employees.
- Below is the diagram for priority clearing of debris campus property. Bergeron will clear all UM roads and designated areas in accordance to priority, unless otherwise directed.
B. Emergency Protective Measures (FEMA Category B)

Emergency protective measures are taken before, during, and after a disaster to eliminate/reduce an immediate threat to life, public health, or safety. Protective measures also serve to eliminate/reduce an immediate threat of significant damage to public and private property through cost-effective measures. Agreements are in place with the following emergency protective measures vendors:

- National Group
- Super Restoration
- Belfor Property Restoration

These vendors are responsible for the implementation of emergency protective measures at Medical Campus and UHealth facilities, and procuring approved response and recovery resources.

Emergency Purchase Orders are also in place to procure resources and services that cannot be provided by these vendors. All requests for resources from an emergency protective measures vendor or via an emergency purchase order must be routed through the Medical Campus Command Post. For a comprehensive list of Emergency Purchase Orders contact the Medical Campus Emergency Manager or Purchasing.

Permanent repair, demolition, and reconstruction of facilities and infrastructure are the responsibility of Physical Plant in coordination with the University Real Estate and Facilities Division.

VIII. Plan Development and Maintenance

Medical/UHealth Department of Public Safety - Emergency Management Division is responsible for coordinating preparation and regular updates of the University of Miami Health System and Miller School of Medicine Hurricane Guidelines. The document will be reviewed on an annual basis and updated no later than June 1st of each calendar year.

IX. Reference and Support Documents

- University of Miami Comprehensive Emergency Management Plan
- University of Miami Health System and Miller School of Medicine Emergency Operations Plan
- UHealth Public Safety
  - M-001 – Watercraft Positioning for Hurricanes
  - M-002 – Hurricane Food Services for Essential Personnel
  - E-007 – Security Hurricane Response Procedure
  - E-020 – Building Occupancy During Hurricanes
  - E-028 – Employee Emergency Fuel Plan
- University of Miami Hospital Weather Emergency Incident Plan
- UMHC-SCCC Hurricane Emergency Response Plan
- BPEI-ABLEH Hurricane Emergency Response Plan
- Coral Gables Hurricane Guidelines
- Rosenstiel School of Marine and Atmospheric Science Hurricane Guidelines
- Division of Veterinary Resources – Hurricane Plan
X. Storm Surge Planning Maps

The Storm Surge Planning Maps below are based on the latest scientific modeling techniques and take into account local features such as geographic coastal area, bay and river shapes, water depths, bridges, etc. The models do not take into account rainfall associated with a tropical storm or hurricane.
XI. Additional Resources

- Medical/UHealth Emergency Operations Plan

- UHealth Public Safety –Preparedness & Disaster Resiliency
  http://www.publicsafety.med.miami.edu/preparedness-disaster-resiliency

- Research, Research Education and Innovative Medicine – Emergency Preparedness
  http://research.med.miami.edu/discovery-research/discovery-preparedness
  http://research.med.miami.edu/clinical-research/clinical-preparedness

- University of Miami Preparedness
  http://www.miami.edu/prepare

- City of Miami Office of Emergency Management
  http://www.miamigov.com/EmergencyManagement/

- Miami-Dade County Office of Emergency Management
  http://www.miamidade.gov/fire/emergency-management.asp

- Miami-Dade County ArcGIS Platform
  http://gisweb.miamidade.gov/flipper/

- Ready South Florida
  http://readysouthflorida.org/

- Florida Power and Light
  http://www.fpl.com/powertracker
  http://www.fpl.com/outage or 800-468-8243

- Florida Division of Emergency Management
  http://www.floridadisaster.org/

- Federal Emergency Management Agency – Ready Campaign
  http://www.ready.gov

- National Hurricane Center
  http://www.nhc.noaa.gov/
### XII. Appendix I – Threshold Breach of Envelope

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<th>Category 2</th>
<th>Category 3</th>
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</table>

*All buildings are rated to withstand a Category 1 Hurricane without a breach of envelope.

Withstands a WEAK storm within the category

Withstands a MODERATE storm within the category

Withstands a STRONG storm within the category

[Return to section in document]
XIII. Appendix II – Damage Evaluation Form

**Damage Evaluation Form**

- **Building Name:**

- **Inspector Name:**

- **Affiliation and/or Department:**

- **Phone Number:**

- **Building Address:**

- **Date:**

- **Time:**

- **AM/PM:**

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<tr>
<th>Building Impacts</th>
<th>None</th>
<th>Minor</th>
<th>Moderate</th>
<th>Major</th>
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<td>Roof</td>
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<tr>
<td>Windows</td>
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<tr>
<td>Walls</td>
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<td>Hardscaping (i.e. walkways, fences, sidewalks, etc.)</td>
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<td>Building Amenities (i.e. fountains, art, plazas, etc.)</td>
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<td>Drainage (i.e. storm water, gray water, black water, etc.)</td>
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<td>Interior Support Structures</td>
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<td>Landscaping</td>
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<td>Underground Utilities</td>
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<tr>
<td>Other</td>
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**Systems Impacts**

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<th>Non-Operational</th>
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<td>Water/Sewer Systems</td>
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<td>Fuel Systems (_______)</td>
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<td>Fire Alarm Systems</td>
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<td>Fire Suppression Systems</td>
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<th>Estimated Percent of Building Damaged</th>
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<th>0 - 25%</th>
<th>25 - 50%</th>
<th>50 - 75%</th>
<th>75 - 100%</th>
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### XIV. Appendix III – Alternate Work Spaces

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<th>Building</th>
<th>Room #</th>
<th>Department/Owner</th>
<th>Furniture</th>
<th>Capacity</th>
<th>Electronics</th>
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<td>Batchelor Children’s Institute</td>
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<td>Pediatric Pulmonary Division</td>
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<td>15</td>
<td>Projector</td>
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<td>Pediatrics</td>
<td>Conference Table</td>
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PUBLIC SAFETY – EMERGENCY MANAGEMENT
Hurricane Guidelines

PUBLIC RELEASE
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Return to location in document.
This document has been prepared by the University of Miami Health System and Miller School of Medicine Department of Public Safety – Emergency Management Division.

Please direct any questions, comments, or feedback to the Medical Emergency Manager.