

**Miami Dade County Department of Emergency Management**

 9300 NW 41st Street

 Miami, FL 33178

 Email: emergencyplans@miamidade.gov

 Phone: 305-468-5400

Fax: 305-468-5401

**EMERGENCY ENVIRONMENTAL CONTROL PLAN INSTRUCTIONS**

**FOR ALFs & NURSING HOMES:**

**The Agency for Health Care Administration (AHCA) and Miami-Dade County Department of Emergency Management requires that all assisted living facilities (ALFs) and nursing homes submit an Emergency Environmental Control Plan and all additional support documentation. Miami-Dade County Department of Emergency Management requires that the following documentation be provided:**

* **Facility Floor Plan (Facility Floor Plan should include area(s) intended to be used as the “cooled area” and should be outlined and/or highlighted on the facility floor plan. The area must be labeled with the following phrase “Cooled Area”. If the facility is accepting residents, patients or participants (evacuees) from a Transfer Facility and is serving as a Host or Receiving Facility, outline and label the location(s) allocated for additional residents. Please label the areas with the following phrase “Evacuees”.)**
* **Generator Manual**
* **Letter attesting that the alternate power source (generator) is sufficient to operate the equipment necessary to maintain an indoor temperature, in accordance with the rule. (May be provided by a professional electrical engineer or a licensed electrical contractor.)**
* **If residents will be relocated to an area(s) of refuge, a letter attesting that the HVAC equipment (cooling equipment, *e.g.,* air conditioner) serving the area is sufficient to maintain an indoor temperature, in accordance with the rule, for the number of residents served in the area(s). (May be provided by a professional mechanical engineer or a licensed mechanical contractor.)**
* **Fuel Agreement**
* **Fixed Alternate Power Source Installation and Operability documentation, if a facility has installed a fixed generator**

**Please combine all documents into one document (size limit not more than 1 MB). The Emergency Environmental Control Plan Cover Page must be the first page on the document. *When uploading the Emergency Environmental Control Plan document do not include this page.***

**FOR ALL OTHER FACILITIES:**

**All other facilities (not an ALF or Nursing Home) do not need to submit an Emergency Environmental Control Plan. Please upload the third page labeled, “Emergency Environmental Control Plan Not Required” in this section. *When uploading “Emergency Environmental Control Plan Not Required” Cover Page do not include this page.***



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**EMERGENCY ENVIRONMENTAL**

**CONTROL PLAN SUPPORT DOCUMENTATION**

**COVER PAGE**

**The Emergency Environmental Control Plan Support Documentation provided herein is in accordance with the Agency for Health Care Administration (AHCA) and Miami-Dade County Department of Emergency Management.**



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**EMERGENCY ENVIRONMENTAL**

**CONTROL PLAN**

**NOT REQUIRED**

**The Emergency Environmental Control Plan is only required for assisted living facilities and nursing homes.**