



# Guidance and Checklist for Facility Repair and Re-Entry after Flooding

## Administrators

If the building has been damaged by a severe weather event, DO NOT enter the building until a proper safety inspection has been completed to ensure structural integrity.

### Considerations for Flooding:


- Excess water removal and drying time
- Mold remediation including minimizing spore dispersion during the cleaning process
- Determining what medical and office equipment can be salvaged
  - Has all furniture and equipment been inspected, repaired, and disinfected?
  - Has porous furniture that was wet been discarded?
  - Were mattresses discarded if they have been under water or wet?
  - Have all linens been laundered?
  - Have medications and supplies that were damaged or contaminated been discarded?
  - Are medical gas and suction systems operable?
  - Have ice machines been flushed, cleaned, and disinfected?
  - Are medical gas and suction systems including air lines operable and cleaned?
- Structural Integrity:
  - Cracks in the foundation (new or widening)
  - Structure dislodged from the foundation
  - Flooring (spongy or newly uneven / wavy)
- Requirements prior to re-opening:
  - Potable water
  - Functional sewage system
  - Adequate waste and medical waste disposal system
  - Certification of occupancy

### General Safety Considerations (assessment by trained / licensed professional):

- Structural integrity and missing structural items
- Assessment of hidden moisture
- Electrical system damage, including high voltage, insulation, and power integrity
- Water distribution system damage
- Sewer system damage
- Fire emergency systems damage
- HVAC system damage including all ductwork and filtration systems
- Medical waste and sharps disposal system
- Medical gas system damage
- Hazardous chemical storage and/or disposal system


## Facility Repair and Re-Entry Checklist

### Before



| Done | Task  | Assigned to |
|------|---|-------------|
| ✓    | Verify insurance coverage for protection against specific severe weather and repairs.   |             |
| ✓    | <p>If the clinic owns the property where it operates, pre-identify at least 2 companies that could conduct a professional assessment for flood damage. If a single company cannot cover the full range of assessment services, identify multiple companies that together could do a complete safety assessment.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Sign an MoU where appropriate.</li> <li><input type="checkbox"/> Put companies' contact information (and agreement where applicable) in the partner contact information section of the clinic's emergency preparedness plan.</li> </ul>                         |             |
| ✓    | If the clinic owns the property, pre-identify a restoration team that can conduct necessary repairs. As above, multiple companies may be required to cover specialties such as structural safety, mold remediation, and HVAC systems.   |             |
| ✓    | If your clinic site is leased property, verify with the property manager who is responsible for hiring and paying assessment professionals and who is financially responsible for repair work.  |             |
| ✓    | If your clinic site is leased property, check the lease to understand whether the clinic will be required to pay rent during the restoration process.   |             |
| ✓    | Ensure digital backup of patient records, if possible.  |             |
| ✓    | <p>To mitigate damage, consider:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Installing excess flow valves to plumbing system (if not already in place). These will shut off water in the event of a burst pipe and will help mitigate water damage.</li> <li><input type="checkbox"/> Installing a sewer backflow valve (if not already in place) to prevent sewage from backing up through drainpipes into the facility during a flood.</li> <li><input type="checkbox"/> Consider placement of essential items for storage (ex: don't store generators in the basement if you're clinic is in a flood plain).</li> </ul> |             |

### After



| Done | Task   | Assigned to |
|------|--|-------------|
| ✓    | When it is safe to return to the clinic, inspect the clinic from the outside to look for tilting or displacement of the structure and any buckling or sagging of the roof or flooring (if visible from the outside). |             |
| ✓    | Look for heavily damaged trees that could fall and harm people or structures. Contact a tree-removal company for management.   |             |



| Done | Task  | Assigned to |
|------|---|-------------|
| ✓    | Look for downed or damaged power and communications lines. Contact utilities companies if observed.   |             |
| ✓    | Check for the smell of natural gas. If it is observed, shut off the gas supply if it is outside the building and contact the gas company.   |             |
| ✓    | Once an expert has deemed the building safe to enter, take protective measures such as wearing thick soled shoes, long pants and a long-sleeved shirt. If there is the possibility of mold, don a NIOSH-approved N-95 before entering the building.   |             |
| ✓    | Check functionality of the clinic including: <ul style="list-style-type: none"><li><input type="checkbox"/> Exam rooms</li><li><input type="checkbox"/> Office furniture</li><li><input type="checkbox"/> Computer systems</li><li><input type="checkbox"/> Refrigeration systems</li><li><input type="checkbox"/> Pharmacy supply and equipment</li><li><input type="checkbox"/> If the clinic uses paper documentation, check for damage to patient and pharmacy records.</li></ul> |             |
| ✓    | Ensure any private patient data and pharmaceuticals are well secured. They may need to be moved to a secondary site.  |             |
| ✓    | Call the clinic's pre-identified assessment team(s) to start inspection of the building. The results of this inspection will determine what steps to take for building restoration and should at minimum address all General Safety Considerations listed above.  |             |
| ✓    | Contact the clinic's pre-identified restoration team to prioritize and begin repair.  |             |
| ✓    | Work with the assessment and restoration teams to identify if some sections of the clinic may be able to open before others. This will help with planning a staged re-opening.  |             |
|      |   |             |

Adapted from guidance from the [CDC](#)<sup>i</sup>, [FEMA](#)<sup>ii</sup>, [AIHA](#)<sup>iii</sup>, and [Rytech Restoration](#)<sup>iv</sup>.

i. [https://www.cdc.gov/disasters/reopen\\_healthfacilities\\_checklist.html](https://www.cdc.gov/disasters/reopen_healthfacilities_checklist.html)

ii. [https://www.fema.gov/sites/default/files/2020-07/fema\\_p-2055\\_post-disaster\\_buildingsafety\\_evaluation\\_2019.pdf](https://www.fema.gov/sites/default/files/2020-07/fema_p-2055_post-disaster_buildingsafety_evaluation_2019.pdf)

iii. <https://www.aiha.org/public-resources/consumer-resources/disaster-response-resource-center/wildfire-disaster-recovery-center>

iv. <https://rytechinc.com/water-recovery/after-a-flood-structural-integrity/>