



# State of Louisiana

Louisiana Department of Health  
Health Standards Section

October 16, 2023

**Re: Notification of Emergency Preparedness Plan Determination Deadline**  
**Pursuant La. R.S. 40:2009.25 and LAC Tit. 48.I. 9767**

Dear Administrator:

This letter is to notify you that in accordance with LAC Tit. 48.I. §9767. B.9 and La. R.S. 40:2009.25, each licensed nursing home located in the parishes of Acadia, Ascension, Assumption, Calcasieu, Cameron, Iberia, Jefferson, Jefferson Davis, Lafayette, Lafourche, Orleans, Plaquemines, St. Bernard, St. Charles, St. James, St. John the Baptist, St. Martin, St. Mary, St. Tammany, Tangipahoa, Terrebonne, and Vermilion shall conduct a review of its emergency preparedness plan on or before October 31, 2023, and annually thereafter. In conducting this review the nursing home shall consider any changes in state licensing rules and regulations and any changes in federal rules and regulations for nursing homes adopted since the date of the nursing home's last review of its emergency preparedness plan. If after conducting this review the nursing home determines that no changes, modifications, or amendments to its emergency preparedness plan are necessary, then the nursing home shall send notice of this determination, in the form of a written attestation signed by the owner or owners, or any designee of such parties, and the administrator of the nursing home, to all of the following entities on or before November 1, 2023:

- i. the local Office of Emergency Preparedness (OEP) of the parish in which the nursing home is located;
- ii. the local OEP of any parish in which a sheltering site, alternative sheltering site, or evacuation site, as identified in the nursing home's emergency preparedness plan, is located;
- iii. the Office of the State Fire Marshal (OSFM); and
- iv. the Louisiana Department of Health (LDH or the department).

A nursing home may submit an attestation provided for in LAC Tit. 48.I. 9767 B. 9.e. for no more than four (4) consecutive years. If a nursing home has submitted an attestation for 4 consecutive years, then, in the year following its last submission, the nursing home shall furnish a full emergency preparedness plan in accordance with the procedures provided in in Subsections A through D of LAC Tit.48.I. 9767.

If the nursing home conducting the annual review determines that any changes, modifications, or amendments are necessary, or if the nursing home has previously

submitted an attestation, as provided for in LAC Tit. 48.I. 9767 B. 9.e above, for 4 consecutive years, then the nursing home **shall furnish a full emergency preparedness plan**, prepared in accordance with the requirements and procedures provided in Subsections A through D of LAC Tit. 48.I. 9767, to the department on or before **November 1, 2023.**

**Notification of the nursing home's emergency preparedness plan review determination and/or its full emergency preparedness plan must be submitted via LDH's Monday.com platform by the November 1, 2023 deadline. Copy and paste the link below into your web browser to access the site.**

**<https://la-gov.monday.com/boards/5322060204/views/117401106>**

For your convenience, the requirements of LAC Tit. 48.I. §9767 may be found at: **[https://ldh.la.gov/assets/medicaid/hss/docs/NH/NH\\_Regulations/LAC\\_48.I.\\_Chapter\\_97\\_Nursing\\_Facilities.pdf](https://ldh.la.gov/assets/medicaid/hss/docs/NH/NH_Regulations/LAC_48.I._Chapter_97_Nursing_Facilities.pdf)**.

If you have any questions regarding this correspondence, please direct them to Steffan W. Rutledge at 225-342-5794 or [steffan.rutledge@la.gov](mailto:steffan.rutledge@la.gov).

Sincerely,

*Steffan W. Rutledge, Esq.*

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