This checklist is intended to help LTC providers prepare their buildings for inspection for repopulation by OSPHD and CDPH after an evacuation. If roads in the affected area have been shut down, before you can use this tool, local law enforcement, the California Highway Patrol, Cal Fire, and/or the local fire department must release restrictions for access to your facility and any non-OSPHD buildings on your campus.

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| **OSHPD Repopulation Checklist** |
| **Structural – District Structural Engineer** | **Initial when Complete** |
| * Verify there is no structural damage; do a visual inspection of the building.
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| **Fire/Life Safety – FLS Officer** |  |
| * Fire alarm system/Nurse call system functional.
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| * Fire sprinkler systems checked with flow test.
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| * Ingress/Egress to property; all driveways, paths, and exits must be completely clear.
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| **Building – Compliance Officer** |  |
| * Communications; landlines and internet fully functional.
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| * Domestic water service restored.
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| * Electrical; primary service functional.
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| * Backup generator; filters clean, lines flushed.
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| * Natural Gas/Propane services restored.
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| * All pilot lights checked.
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| * Medical gas systems functional.
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| * HVAC Systems functional; filters replaced, systems cleaned of smoke damage.
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| * Sanitation systems functional; toilets, showers, grey and black water systems all functional.
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| **CDPH-Licensing & Certification Repopulation Checklist** |
| **Dietary Services** | **Initial when Complete** |
| * Refrigerators, ovens/stoves, dishwashers, all functional.

*\*In the case of damage to kitchens and/or equipment, Program Flex approval from L&C may be requested for contract services during repairs.**\*\*Depending on equipment failure, OSHPD temporary permit may be required.* |  |
| * All emergency food and/or water supplies used during the evacuation process are replaced.
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| **Physicians and Nursing Staff** |  |
| * Staffing ratios will meet licensing requirement upon re-opening.
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| * Patient equipment and supplies that may have been transferred during the evacuation are restored/replaced.
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| **Pharmaceutical Services** |  |
| * Pharmaceuticals are available and vendor supply restored. The facility’s ability to provide essential services should be sustainable for the long term.

*\*Program Flex may be an option subject to L&C District Office approval (e.g., contracted food or pharmacy services).* |  |
| **Physical Plant and Maintenance** |  |
| * Nurse Call systems fully functional.
 |  |
| * All interior and exterior surfaces/areas are clean and free of debris (e.g., counters, walls, drawers, closets, roof, parking facilities, etc).
 |  |
| * All filters in the facility, HVAC systems, and generators, etc. should be cleaned/replaced, if needed.
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| * Replace or clean linens, drapes, and upholstery, if needed.
 |  |
| * All items within the facility that can be affected by spoilage due to loss of power and/or high temperatures are tested, calibrated, and/or repaired/replaced/quarantined, as needed (e.g., food, medications, computerized diagnostics, etc.).
 |  |
| * Essential functions and supplies/supply chains (pharmacy, supplies, laundry, etc.) are returned to operational status. The facility’s ability to provide essential services should be sustainable for the long term.

*\*Program Flex may be an option subject to L&C District Office approval (e.g., contracted food or pharmacy services).* |  |
| * Vandalism and/or looting damage, if applicable, is repaired and alleviated.
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