

19 December 2013

RACGP FACT SHEET

RACGP STANDARDS FOR GENERAL PRACTICES (4th EDITION) AND THE EMERGENCY RESPONSE PLANNING TOOL (ERPT)

What the RACGP Standards for general practices (4th edition) say

Criterion 3.1.2, Indicator E of the RACGP *Standards for general practices* (4th edition) (the Standards) states that “our practice has a contingency plan for adverse and unexpected events such as natural disasters, pandemic diseases or the sudden, unexpected absence of clinical staff”.

Can a practice use the Emergency Response Planning Tool to meet this Indicator?

Yes. Developing a customised emergency response plan through the Emergency Response Planning Tool (ERPT) is one way that general practices could meet Criterion 3.1.2, Indicator E of the Standards for accreditation purposes.

Rationale

The Royal Australian College of General Practitioners (RACGP) has recently developed and launched the Emergency Response Planning Tool (ERPT).

Complementing the recently released RACGP *Managing Emergencies and Pandemics in General Practice: A guide for Preparation, Response and Recovery*, the ERPT is a practical online tool that guides practices through a series of emergency planning templates where critical information about the practice can be entered and saved. The ERPT is the first national primary care tool of its kind and has been developed with the support of the Australian Government Department of Health.

The ERPT provides suggested contingency measures for staff to build on, so that in the event of an emergency they will know how to respond to situations such as:

- loss of power supply to the practice;
- disruption to water and gas supplies;
- disruption to telecommunications systems;
- loss of IT systems or data;
- loss of business records;
- complete or partial loss of practice premises;
- loss of medical supplies, equipment and furniture; and/or
- loss or non-availability of key staff.

The information that is input into the ERPT is then used to create an emergency response plan which is individually tailored to the general practice. This customised emergency response plan can be saved online and printed as a hard copy resource.

The RACGP advises that development of a customised emergency response plan through the ERPT is one way that general practices could meet Criterion 3.1.2, Indicator E of the Standards for accreditation purposes.

Practices can access the RACGP *Managing Emergencies and Pandemics in General Practice: A guide for Preparation, Response and Recovery* at www.racgp.org.au/managingemergencies

For more information regarding the ERPT email: erpt@racgp.org.au

To register for access to the ERPT, visit <http://erpt.racgp.org.au>