

Disaster Plan Recommendations

Regulations: CMS and Joint Commission regulations require provision of “subsistence needs”, including food, water and supplies during an emergency. State or local authorities, or your organization may require stocking of supplies. Regulations for the amount of supplies required on hand vary but are commonly seen at three to seven day supply.

Food: In an emergency, foodservice operations should use:

- First: Perishable items
- Second: Frozen items, unless compromised by temperature changes
- Third: non-perishable items and emergency supplies

Water: Ensure you have a Memorandum of Understanding with an alternate vendor set up in the case that circumstances prevent Gordon Food Service from providing the needed amount during an emergency situation.

General guidelines specify having a supply of 1 gallon per person per day for cooking purposes, plus 2 quarts per person per day for drinking (totals 192 fl oz/day). The recommended number of days water supply to have on hand is dependent on unique factors and regulations but typically ranges from 3-7 days.

192 fl oz x _____ # of people x _____ # of days = _____ fl oz estimated water need

(Note: 1 pint = 16 fl oz, 1 quart = 32 fl oz . 1 gallon = 128 fl oz)

Water Shelf Life: As quoted from Emergency Water Supply Planning Guide for Hospitals and Healthcare Facilities (2019 revised guide, accessed online 10/27/2023)

- “The American Red Cross and FEMA recommend changing bottled water every 6 Months.”
- “Tap water or water from other sources that is placed in containers and disinfected onsite (i.e. not commercially bottled) does not have an indefinite shelf life. Such water should be checked periodically for residual chlorine and retreated if necessary”

Supplies/Equipment Needs: Have a plan for backup refrigeration with a local refrigerated truck company and a source of fuel for generators. Consider disposables needed for serving and eating.

Food/Supplies: If Gordon Food Service cannot provide you with all the food/supplies needed during an emergency, be prepared with a contingency plan.

Electronic Menu/Tray Cards: It is best practice to always have a printed copy of your menu and tray cards/tickets for a minimum 3 day period in the event you are unable to access your

software program. Also, keep an updated copy of your diet order lists.

Additional Resources

CMS Emergency Preparedness Resources:

- [Emergency Preparedness Rule](#)
- [CMS 2014 Healthcare Provider Guidance and Checklist](#)
- [CDC Emergency Water Supply Planning Guide for Hospitals and Healthcare Facilities](#)

Emergency Planning Foodservice Training Topic:

- Visit the Emergency Planning Food Service Training Topic on Gordon Experience [at this link](#) (password required).
or
- Log into Gordon Online Ordering and navigate to the More Tools drop down. Go to Resources>Staffing & Training>Foodservice Training Topics> Foodservice Category

Emergency Menu Templates

- **Emergency Menu** (featuring shelf stable items)
 - Visit the Emergency Preparedness page on Gordon Experience at [this link](#) (password required), or
 - Contact your Gordon Food Service sales representative or the Nutrition Resource Center at nrc@gfs.com for a corresponding item order list.
- **Low Labor Menu** (featuring convenience items)
 - Visit Gordon Experience Healthcare Menu page at [this link](#) (password required),
or
 - Contact your Gordon Food Service sales representative or the Nutrition Resource Center at nrc@gfs.com for a copy of the menu template and item order list.

Note: Both menus are available through Gordon Cycle Menu Management. Contact your Gordon Food Service sales representative for more information.

Gordon Food Service Stores

You can find the Gordon Food Service Store nearest you on our website at <https://gfsstore.com/locations/> .