

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CENTERS FOR MEDICARE & MEDICAID SERVICES

PRINTED: 10/18/2018

FORM APPROVED

OMB NO. 0938-039

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION	X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER:  152678	X2) MULTIPLE CONSTRUCTION A. BUILDING 00 B. WING _____	X3) DATE SURVEY COMPLETED  08/30/2018
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NAME OF PROVIDER OR SUPPLIER  NXSTAGE KIDNEY CARE INDIANAPOLIS	STREET ADDRESS, CITY, STATE, ZIP COD 9101 N WESLEYAN RD SUITE 115 INDIANAPOLIS, IN 46268
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(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIE (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) COMPLETION DATE
E 0000  Bldg. 00	<p>An Emergency Preparedness Survey was conducted by the Indiana State Department of Health in accordance with 42 CFR 494.62, for Medicare participating ESRD suppliers.</p> <p>Survey Dates: 8-28, 8-29, 8-30-2018</p> <p>Facility Number: 013950</p> <p>Provider Number: 152678</p> <p>Medicaid #: 201406870</p> <p>Census:</p> <p>3 In-center hemodialysis patients</p> <p>At this Emergency Preparedness survey, Nx Stage Kidney Care Indianapolis, was found not in compliance with Emergency Preparedness Requirements for Medicare Participating Providers and Suppliers, 42 CFR 494.62.</p>	E 0000		
E 0009  Bldg. 00	<p>Based on record review and interview, the facility failed to ensure its emergency preparedness plan documented the process for cooperation and collaborations with local, regional, State, and Federal emergency preparedness officials in order to maintain an integrated response during a disaster/emergency for 1 of 1 facility's emergency preparedness plan.</p>	E 0009	<p>On 9/13/18 the Center Director contacted via email the following agencies:</p> <ul style="list-style-type: none"> <li>· 6 local hospitals in the surrounding area need NxStage Kidney Care Indianapolis</li> <li>· The Indiana Department of Health Office of Emergency Management</li> <li>· The Indiana Department of</li> </ul>	09/30/2018

LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE

TITLE

(X6) DATE

Any deficiency statement ending with an asterisk (\*) denotes a deficiency which the institution may be excused from correcting providing it is determined other safeguards provide sufficient protection to the patients. (see instructions.) Except for nursing homes, the findings stated above are disclosable following the date of survey whether or not a plan of correction is provided. For nursing homes, the above findings and plans of correction are disclosed days following the date these documents are made available to the facility. If deficiencies are cited, an approved plan of correction is requisite to continued program participation.

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	<p>The findings included:</p> <p>Review of agency policy on 08/30/18 at 3:00 pm, "Emergency Preparedness - All Hazards Disaster Plan", effective date 9/2013 and revised 5/2017, evidenced: "Comply with federal, state, and local laws and regulations ... The Facility will contact the state Office of Emergency Services (OES), the County Emergency Operations Center and the Local Emergency Operations Center (as applicable) annually. Information about the dialysis facility and the anticipated needs in time of emergency will be provided to the EOC and confirmation received."</p> <p>Review of facility policy and emergency preparedness documents on 8/30/18 at 3:55 pm, failed to evidence documentation of collaboration with local, tribal, regional, state and federal officials on an annual basis for an integrated response.</p> <p>On 8/30/18 at 3:55 pm, the administrator stated the agency emergency preparedness plan failed to evidence documentation of collaboration with local, tribal, regional, state and federal officials on an annual basis for an integrated response.</p> <p>On 8/30/18 at 4:15 pm, the administrator verified the above findings, and when queried for additional pertinent documentation or explanation, stated having nothing further to present for review.</p>		<p>Homeland Security, Office of Emergency Services · The Indianapolis Community Emergency Response Team (CERT)</p> <p>These agencies were apprised of the facility location, dialysis services provided, number of dialysis stations, hours of operations, current number of patients and number of staff. NxKC identified the potential assistance the facility and patients may require in the event of a disaster. Additionally the facility apprised all agencies of the services NxKC could provide to the community in the event of a disaster.</p> <p>Further, the NxKC Indianapolis requested to be included in any community-wide training/drills that would be provided by the various agencies. Hard copy letters were FedEx'd to all listed agencies on 9/14/18 with return receipt requested to verify delivery. Additionally, the Center Director will contact each agency via telephone by September 30, 2018 to verify receipt of notification letters and answer any potential questions the organization may have regarding disaster services.</p> <p>All staff will be inserviced by 9/30/2018 by the Center Director of the current list of local, State</p>	

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E 0024  Bldg. 00	<p>Based on record review and interview, the facility failed to ensure it had solicited volunteers for service during a disaster/emergency, to include their roles for integration with health care professionals during the disaster/emergency for 1 of 1 facility's disaster preparedness plan.</p> <p>The findings included:</p> <p>Review of agency policy on 08/30/18 at 11:30 3:00 pm, "Emergency Preparedness - All Hazards Disaster Plan", effective date 9/2013 and revised 5/2017, failed to evidence a requirement for the participation of volunteers in an emergency/disaster.</p>	E 0024	<p>and Federal agencies NxKC Indianapolis coordinates with for disaster preparedness/emergency readiness as well as the All Hazards Disaster Plan.</p> <p>NxKC Indianapolis's All Hazards Disaster Plan will be review at least annually with the Interdisciplinary Team (IDT) and facility staff members to identify areas for improvement, note any changes in personnel within the organizations with which the dialysis facility collaborates, and review any learnings from any actual disasters that have happened in the local area or on a National level.</p> <p>On 9/12/2018 the Center Director identified and contacted several medical and non-medical personnel who indicated willingness to volunteer in the event of a disaster. The Nursing/Staff Evaluation Plan was updated 9/14/2018 to identify the identified volunteers. NxStage Kidney Care will utilize 3 local volunteers near the dialysis clinic location and 2 regional volunteers currently within NxStage Kidney Care who are licensed nurses in the State of Indiana. The benefit to utilizing volunteers already employed with NxStage Kidney</p>	09/30/2018

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E 0033  Bldg. 00	<p>On 8/30/18 at 3:55 pm, the administrator verified the facility had not identified and trained any volunteers for service during an emergency/disaster.</p> <p>On 8/30/18 at 4:15 pm, the administrator verified the above findings, and when queried for additional pertinent documentation or explanation, stated having nothing further to present for review.</p> <p>Based on record review and interview, the facility failed to develop a method for sharing information and medical documentation for patients under the facility's care during a disaster/emergency for 1 of 1 facility's emergency preparedness plan.</p> <p>The findings included:</p> <p>Review of agency policy on 08/30/18 at 3:00 pm,</p>	E 0033	<p>Care is their knowledge to NxKC Indianapolis's policies and procedures, familiarity with NxKC equipment, familiarity with the HIPAA law/training on HIPAA and easy access to NxKC's Electronic Medical Record.</p> <p>Additionally, the Center Director verified with the Indiana Board of Nursing that volunteers may work in the State of Indiana within their scope of practice in an emergency, the process for obtaining a temporary nursing license and the process for obtaining a permanent license.</p> <p>The updated Nurse/Staffing Evaluation Plan will be reviewed in the next QAPI meeting with the IDT and all staff members by 9/30/2018. Additionally the All Hazards Disaster Plan will be reviewed at least annually with the IDT and all staff members.</p> <p>On 9/12/2018 The Center Director audited 100% medical records to ensure all patients have a completed "NxStage Kidney Care Patient Authorization for Disclosure of PHI". NxKC Indianapolis treats all "personal representatives" the same as the patient with respect to use and disclosures of PHI. In accordance</p>	09/30/2018

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	<p>"Emergency Preparedness - All Hazards Disaster Plan", effective date 9/2013 and revised 5/2017, failed to evidence a policy and/or procedure for sharing and release of information during disaster/emergency situation.</p> <p>On 8/30/18 at 3:55 pm, the administrator verified the facility did not have a policy or procedure which addressed the release and/or sharing of medical information with family members (non-emergency/ disaster care providers) e.g. family members, during an emergency/ disaster.</p> <p>On 8/30/18 at 4:15 pm, the administrator verified the above findings, and when queried for additional pertinent documentation or explanation, stated having nothing further to present for review.</p>		<p>with 45 CFR 164.510, NxStage Kidney Care Indianapolis will comply with this Standard in the disclosure of PHI.</p> <p>All staff will be inserviced by the Center Director on the following HIPAA policies and procedures by 9/30/2018:</p> <ul style="list-style-type: none"> <li>· HIPAA policy 2.1 General Rules Regarding Uses and Disclosures of PHI</li> <li>· HIPAA policy 2.2 Using and Disclosing PHI for Treatment Activities</li> <li>· HIPAA policy 2.3 Using and Disclosing PHI for Payment Activities</li> <li>· HIPAA policy 2.4 Using and Disclosing PHI for Health Care Operations</li> <li>· HIPAA policy 2.5 Disclosures of PHI to Personal Representative</li> <li>· HIPAA policy 2.16 Patient Authorization for Disclosure of PHI</li> </ul> <p>Prior to recognizing a person as a Personal Representative, NxKC Indianapolis will confirm the person has the authority under the HIPAA law to act on behalf of the patient. All NxKC Indianapolis patients have at least one identified personal representative. Some patients have up to four (4) identified personal representatives.</p> <p>Prior to disclosing any PHI to a</p>	

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			<p>person who is identified as a personal representative by the patient, a staff member will verify the person's identity and authority to receive PHI on behalf of the patient.</p> <p>In preparation of all hazards disaster planning, every NxKC Indianapolis patient has been issued an emergency packet containing the following items as of 9/30/2018:</p> <ul style="list-style-type: none"> <li>· Patient Demographics</li> <li>· Patient Insurance Information</li> <li>· Current allergies</li> <li>· Current medications</li> <li>· Medical Diagnosis/Problem List</li> <li>· Current Dialysis Prescription</li> <li>· Next of Kin/Emergency Contacts</li> <li>· Current History and Physical</li> <li>· Last 3 flowsheets if available dependent on type of disaster</li> </ul> <p>Patient information will be updated on an annual basis or more frequent basis if the patient's health status has changed. The Center Director will ensure patient emergency packet information is updated.</p> <p>Additionally, a "Resources For Dialysis Patients During Disaster"</p>	

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V 0000  Bldg. 00	<p>This visit was for an ESRD core survey for the addition of in-center hemodialysis to an existing facility which has provided home hemodialysis and home peritoneal dialysis.</p> <p>Dates of survey: 8-28, 8-29, and 8-30-18</p> <p>Facility #: 013950</p> <p>Provider #: 152678</p> <p>Medicaid #: 201406870</p> <p>Current census:  3 In-center patients (Nx Stage System One S)</p> <p>Record review:</p>	V 0000	<p>process flow was developed by the healthcare team 9/14/2018 to guide the patients on what to do and where to go for dialysis services in the event of a disaster. This process flow is included in the all hazards disaster planning patient information packet.</p> <p>The all hazards disaster plan will be reviewed by the healthcare team with all patients at least annually. The Center Director will ensure the annual review takes place in a timely manner and review the all hazards plan in QAPI with the IDT.</p>	

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V 0751 Bldg. 00	<p>3 In-center patients</p> <p>494.180 GOV-ID GOV BODY W/FULL AUTHORITY/RESPONS</p> <p>The ESRD facility is under the control of an identifiable governing body, or designated person(s) with full legal authority and responsibility for the governance and operation of the facility. The governing body adopts and enforces rules and regulations relative to its own governance and to the health care and safety of patients, to the protection of the patients' personal and property rights, and to the general operation of the facility.</p> <p>Based on record review and interview, the Governing Body failed to ensure a complete emergency preparedness plan was in place for 1 of 1 end stage renal disease supplier.</p> <p>The findings included:</p> <p>Review of agency policy provided on 08/30/18 at 3:00 pm, "Emergency Preparedness - All Hazards Disaster Plan", effective date 9/2013 and revised 5/2017, and Governing Board minutes, failed to evidence a policy and/or procedure for sharing and release of information during disaster or emergency situation; failed to evidence a policy to address "Use and disclosures for disaster relief purposes" of medical information to other than emergency responders-e.g. family members; failed to evidence identification and training for the use of volunteers; and failed to evidence documentation of collaboration with local, tribal, regional, state and federal officials on an annual basis for an integrated response.</p>	V 0751	<p>On 9/13/18 the Center Director contacted via email the following agencies:</p> <ul style="list-style-type: none"> <li>· 6 local hospitals in the surrounding area need NxStage Kidney Care Indianapolis</li> <li>· The Indiana Department of Health Office of Emergency Management</li> <li>· The Indiana Department of Homeland Security, Office of Emergency Services</li> <li>· The Indianapolis Community Emergency Response Team (CERT)</li> </ul> <p>These agencies were apprised of the facility location, dialysis services provided, number of dialysis stations, hours of operations, current number of patients and number of staff. NxKC identified the potential</p>	09/30/2018

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	<p>Review of Governing Board Minutes, dated 8-17-17, and provided on 8/30/18 at 3:55 pm, failed to evidence documentation for the emergency preparedness plan to require the use of volunteers, annual collaboration with local, tribal, regional, state and federal officials on an annual basis, and the use and disclosures of medical information for disaster relief purposes.</p> <p>On 8/30/18 at 3:55 pm, the administrator verified the above findings, and on 8/30/18 at 4:15 pm, the administrator, when queried for additional pertinent documentation or explanation, stated having nothing further to present for review.</p>		<p>assistance the facility and patients may require in the event of a disaster. Additionally the facility apprised all agencies of the services NxKC could provide to the community in the event of a disaster.</p> <p>Further, the NxKC Indianapolis requested to be included in any community-wide training/drills that would be provided by the various agencies. Hard copy letters were FedEx'd to all listed agencies on 9/14/18 with return receipt requested to verify delivery. Additionally, the Center Director will contact each agency via telephone by September 30, 2018 to verify receipt of notification letters and answer any potential questions the organization may have regarding disaster services.</p> <p>All staff will be inserviced by 9/30/2018 by the Center Director of the current list of local, State and Federal agencies NxKC Indianapolis coordinates with for disaster preparedness/emergency readiness as well as the All Hazards Disaster Plan.</p> <p>NxKC Indianapolis's All Hazards Disaster Plan will be review at least annually with the Interdisciplinary Team (IDT) and facility staff members to identify areas for improvement, note any changes in personnel within the</p>	

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			<p>organizations with which the dialysis facility collaborates, and review any learnings from any actual disasters that have happened in the local area or on a National level.</p> <p>On 9/12/2018 the Center Director identified and contacted several medical and non-medical personnel who indicated willingness to volunteer in the event of a disaster. The Nursing/Staff Evaluation Plan was updated 9/14/2018 to identify the identified volunteers. NxStage Kidney Care will utilize 3 local volunteers near the dialysis clinic location and 2 regional volunteers currently within NxStage Kidney Care who are licensed nurses in the State of Indiana. The benefit to utilizing volunteers already employed with NxStage Kidney Care is their knowledge to NxKC Indianapolis's policies and procedures, familiarity with NxKC equipment, familiarity with the HIPAA law/training on HIPAA and easy access to NxKC's Electronic Medical Record.</p> <p>Additionally, the Center Director verified with the Indiana Board of Nursing that volunteers may work in the State of Indiana within their scope of practice in an emergency, the process for obtaining a temporary nursing license and the process for</p>	

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			<p>obtaining a permanent license.</p> <p>The updated Nurse/Staffing Evaluation Plan will be reviewed in the next QAPI meeting with the IDT and all staff members by 9/30/2018. Additionally the All Hazards Disaster Plan will be reviewed at least annually with the IDT and all staff members.</p> <p>On 9/12/2018 The Center Director audited 100% medical records to ensure all patients have a completed "NxStage Kidney Care Patient Authorization for Disclosure of PHI". NxKC Indianapolis treats all "personal representatives" the same as the patient with respect to use and disclosures of PHI. In accordance with 45 CFR 164.510, NxStage Kidney Care Indianapolis will comply with this Standard in the disclosure of PHI.</p> <p>All staff will be inserviced by the Center Director on the following HIPAA policies and procedures by 9/30/2018:</p> <ul style="list-style-type: none"> <li>· HIPAA policy 2.1 General Rules Regarding Uses and Disclosures of PHI</li> <li>· HIPAA policy 2.2 Using and Disclosing PHI for Treatment Activities</li> <li>· HIPAA policy 2.3 Using and Disclosing PHI for Payment Activities</li> </ul>	

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			<ul style="list-style-type: none"> <li>· HIPAA policy 2.4 Using and Disclosing PHI for Health Care Operations</li> <li>· HIPAA policy 2.5 Disclosures of PHI to Personal Representative</li> <li>· HIPAA policy 2.16 Patient Authorization for Disclosure of PHI</li> </ul> <p>Prior to recognizing a person as a Personal Representative, NxKC Indianapolis will confirm the person has the authority under the HIPAA law to act on behalf of the patient. All NxKC Indianapolis patients have at least one identified personal representative. Some patients have up to four (4) identified personal representatives.</p> <p>Prior to disclosing any PHI to a person who is identified as a personal representative by the patient, a staff member will verify the person's identity and authority to receive PHI on behalf of the patient.</p> <p>In preparation of all hazards disaster planning, every NxKC Indianapolis patient has been issued an emergency packet containing the following items as of 9/30/2018:</p> <ul style="list-style-type: none"> <li>· Patient Demographics</li> <li>· Patient Insurance Information</li> <li>· Current allergies</li> <li>· Current medications</li> <li>· Medical Diagnosis/Problem</li> </ul>	

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			<p>List</p> <ul style="list-style-type: none"> <li>· Current Dialysis Prescription</li> <li>· Next of Kin/Emergency Contacts</li> <li>· Current History and Physical</li> <li>· Last 3 flowsheets if available dependent on type of disaster</li> </ul> <p>Patient information will be updated on an annual basis or more frequent basis if the patient's health status has changed. The Center Director will ensure patient emergency packet information is updated.</p> <p>Additionally, a "Resources For Dialysis Patients During Disaster" process flow was developed by the healthcare team 9/14/2018 to guide the patients on what to do and where to go for dialysis services in the event of a disaster. This process flow is included in the all hazards disaster planning patient information packet.</p> <p>The all hazards disaster plan will be reviewed by the healthcare team with all patients at least annually. The Center Director will ensure the annual review takes place in a timely manner and review the all hazards plan in QAPI with the IDT.</p> <p>The all hands emergency disaster</p>	

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NAME OF PROVIDER OR SUPPLIER  NXSTAGE KIDNEY CARE INDIANAPOLIS	STREET ADDRESS, CITY, STATE, ZIP CODE 9101 N WESLEYAN RD SUITE 115 INDIANAPOLIS, IN 46268
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V 0752 Bldg. 00	<p>494.180(a) GOV-APPOINT CEO/ADMINISTRATOR The governing body or designated person responsible must appoint an individual who serves as the dialysis facility's chief executive officer or administrator who exercises responsibility for the management of the facility and the provision of all dialysis services,</p> <p>Based on record review and interview, the administrator failed to ensure a complete emergency preparedness plan was in place for 1 of 1 end stage renal disease supplier.</p> <p>The findings included:</p> <p>Review of agency policy provided on 08/30/18 at 3:00 pm, "Emergency Preparedness - All Hazards Disaster Plan", effective date 9/2013 and revised 5/2017, and Governing Board minutes, failed to evidence a policy and/or procedure for sharing and release of information during disaster or emergency situation; failed to evidence a policy to address "Use and disclosures for disaster relief purposes" of medical information to other than emergency responders-e.g. family members; failed to evidence identification and training for the use of volunteers; and failed to evidence documentation of collaboration with local, tribal, regional, state and federal officials on an annual basis for an integrated response.</p> <p>Review of Governing Board Minutes dated 8/17/17, was provided on 8/30/18 at 3:55 pm, and failed to evidence documentation for the</p>	V 0752	<p>plan and updates will be reviewed with the governing body by 9/30/2018.</p> <p><b>V752 – Completion 9/30/2018</b></p> <p>The facility administrator/Center Director will organize oversight of the emergency disaster plan, ensure staff are trained on the emergency disaster plan, and new components of the emergency disaster plan are implemented. All implementations will be completed by 9/30/2018</p> <p>On 9/13/18 the Center Director contacted via email the following agencies:</p> <ul style="list-style-type: none"> <li>· 6 local hospitals in the surrounding area need NxStage Kidney Care Indianapolis</li> <li>· The Indiana Department of Health Office of Emergency Management</li> <li>· The Indiana Department of Homeland Security, Office of Emergency Services</li> <li>· The Indianapolis Community Emergency Response Team (CERT)</li> </ul>	09/30/2018

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	<p>emergency preparedness plan to require the use of volunteers, annual collaboration with local, tribal, regional, state and federal officials on an annual basis, and the use and disclosures of medical information for disaster relief purposes.</p> <p>On 8/30/18 at 3:55 pm, the administrator verified the above findings and stated being responsible for the development and implementation of an emergency preparedness program for the facility. The administrator stated on 8/30/18 at 4:15 pm, when queried for additional pertinent documentation or explanation, stated having nothing further to present for review.</p>		<p>These agencies were apprised of the facility location, dialysis services provided, number of dialysis stations, hours of operations, current number of patients and number of staff. NxKC identified the potential assistance the facility and patients may require in the event of a disaster. Additionally the facility apprised all agencies of the services NxKC could provide to the community in the event of a disaster.</p> <p>Further, the NxKC Indianapolis requested to be included in any community-wide training/drills that would be provided by the various agencies. Hard copy letters were FedEx'd to all listed agencies on 9/14/18 with return receipt requested to verify delivery. Additionally, the Center Director will contact each agency via telephone by September 30, 2018 to verify receipt of notification letters and answer any potential questions the organization may have regarding disaster services.</p> <p>All staff will be inserviced by 9/30/2018 by the Center Director of the current list of local, State and Federal agencies NxKC Indianapolis coordinates with for disaster preparedness/emergency readiness as well as the All Hazards Disaster Plan.</p>	

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			<p>NxKC Indianapolis's All Hazards Disaster Plan will be review at least annually with the Interdisciplinary Team (IDT) and facility staff members to identify areas for improvement, note any changes in personnel within the organizations with which the dialysis facility collaborates, and review any learnings from any actual disasters that have happened in the local area or on a National level.</p> <p>On 9/12/2018 the Center Director identified and contacted several medical and non-medical personnel who indicated willingness to volunteer in the event of a disaster. The Nursing/Staff Evaluation Plan was updated 9/14/2018 to identify the identified volunteers. NxStage Kidney Care will utilize 3 local volunteers near the dialysis clinic location and 2 regional volunteers currently within NxStage Kidney Care who are licensed nurses in the State of Indiana. The benefit to utilizing volunteers already employed with NxStage Kidney Care is their knowledge to NxKC Indianapolis's policies and procedures, familiarity with NxKC equipment, familiarity with the HIPAA law/training on HIPAA and easy access to NxKC's Electronic Medical Record.</p>	

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			<p>Additionally, the Center Director verified with the Indiana Board of Nursing that volunteers may work in the State of Indiana within their scope of practice in an emergency, the process for obtaining a temporary nursing license and the process for obtaining a permanent license.</p> <p>The updated Nurse/Staffing Evaluation Plan will be reviewed in the next QAPI meeting with the IDT and all staff members by 9/30/2018. Additionally the All Hazards Disaster Plan will be reviewed at least annually with the IDT and all staff members.</p> <p>On 9/12/2018 The Center Director audited 100% medical records to ensure all patients have a completed "NxStage Kidney Care Patient Authorization for Disclosure of PHI". NxKC Indianapolis treats all "personal representatives" the same as the patient with respect to use and disclosures of PHI. In accordance with 45 CFR 164.510, NxStage Kidney Care Indianapolis will comply with this Standard in the disclosure of PHI.</p> <p>All staff will be inserviced by the Center Director on the following HIPAA policies and procedures by 9/30/2018:</p> <ul style="list-style-type: none"> <li>HIPAA policy 2.1 General</li> </ul>	

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			<p>Rules Regarding Uses and Disclosures of PHI</p> <ul style="list-style-type: none"> <li>· HIPAA policy 2.2 Using and Disclosing PHI for Treatment Activities</li> <li>· HIPAA policy 2.3 Using and Disclosing PHI for Payment Activities</li> <li>· HIPAA policy 2.4 Using and Disclosing PHI for Health Care Operations</li> <li>· HIPAA policy 2.5 Disclosures of PHI to Personal Representative</li> <li>· HIPAA policy 2.16 Patient Authorization for Disclosure of PHI</li> </ul> <p>Prior to recognizing a person as a Personal Representative, NxKC Indianapolis will confirm the person has the authority under the HIPAA law to act on behalf of the patient. All NxKC Indianapolis patients have at least one identified personal representative. Some patients have up to four (4) identified personal representatives.</p> <p>Prior to disclosing any PHI to a person who is identified as a personal representative by the patient, a staff member will verify the person's identity and authority to receive PHI on behalf of the patient.</p> <p>In preparation of all hazards disaster planning, every NxKC Indianapolis patient has been issued an emergency packet</p>	

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			<p>containing the following items as of 9/30/2018:</p> <ul style="list-style-type: none"> <li>· Patient Demographics</li> <li>· Patient Insurance Information</li> <li>· Current allergies</li> <li>· Current medications</li> <li>· Medical Diagnosis/Problem List</li> <li>· Current Dialysis Prescription</li> <li>· Next of Kin/Emergency Contacts</li> <li>· Current History and Physical</li> <li>· Last 3 flowsheets if available dependent on type of disaster</li> </ul> <p>Patient information will be updated on an annual basis or more frequent basis if the patient's health status has changed. The Center Director will ensure patient emergency packet information is updated.</p> <p>Additionally, a "Resources For Dialysis Patients During Disaster" process flow was developed by the healthcare team 9/14/2018 to guide the patients on what to do and where to go for dialysis services in the event of a disaster. This process flow is included in the all hazards disaster planning patient information packet.</p> <p>The all hazards disaster plan will be reviewed by the healthcare</p>	

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
CENTERS FOR MEDICARE & MEDICAID SERVICES

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			<p>team with all patients at least annually. The Center Director will ensure the annual review takes place in a timely manner and review the all hazards plan in QAPI with the IDT.</p> <p>The all hands emergency disaster plan and updates will be reviewed with the governing body by 9/30/2018.</p>		