

Palm Beach County

# Understanding the CEMP

## One Section at a Time

### II. Authorities and References

Together, Emergencies Are Managed



# Objectives

- I. Understand the Authorities and References required for a healthcare comprehensive emergency management plan
- II. Know how to complete section two of the CEMP
- III. Understand how to develop a hierarchy of authority



# Note:

- This Presentation is held to assist you in compliance with:
- Florida Administrative Code: 27P-20, 59A-3.078, 59A-4.126, 59A-4.1265, 59A-5.018, 59A-16.107, 59A-16.107(10), 59A-26.020, 59A-36.019(1), 59A-36.019(2), 59A-36.025, 59A-36.025(2), 65E-9.005(10), 65G-2.010
- Florida Statutes: §252.38(e), §393.067(8), §394.879(1)(d), §395.1055, §395.1055(1)(c), §400.23(2)(g), §400.967, §400.967(2)(g), §400.998(3)(g), §400.9982(2)(e), §429.929(1)(g), §429.41(1), §429.41(1)(b)



# Table of Contents

## II. AUTHORITIES AND REFERENCES

- II 1 Plan development and implementation
- II 2 Reference materials used plan development
- II 3 Hierarchy of Authority



# II 1. Plan Development and Implementation

II 1. Identify the legal basis for plan development and implementation to include statutes, rules and local ordinances, etc.:

- Codes and administrative laws that are used for development of the plan.
- Any legal rules and local ordinances.



# II 2. Reference Materials Used in Plan Development

II 2. Identify reference materials used in the development of the plan:

- Put in here all of the materials that are used to make the plan.
- All references that helped create the plan.



# II 3. Hierarchy of Authority

II 3. Identify the hierarchy of authority in place during emergencies. Provide an organization chart, required if different from the previous required chart.

The purpose of choosing a specific organizational structure is to clarify relationships, lines of authority and ways of communicating effectively, especially in the event of an emergency:

- Hierarchy of Authority
  - Is a method of maintaining managerial integrity
  - A clearly defined hierarchy creates a path of accountability for every project and activity within the company.
  - This can be provided as a list OR an organizational chart as long as the first, second and third in command are clearly specified.
- Hierarchy
  - Is a way to structure an organization using different levels of authority and a vertical link, or chain of command, between superior and subordinate levels of an organization.
  - First, second and third in command are clearly specified descending vertically.

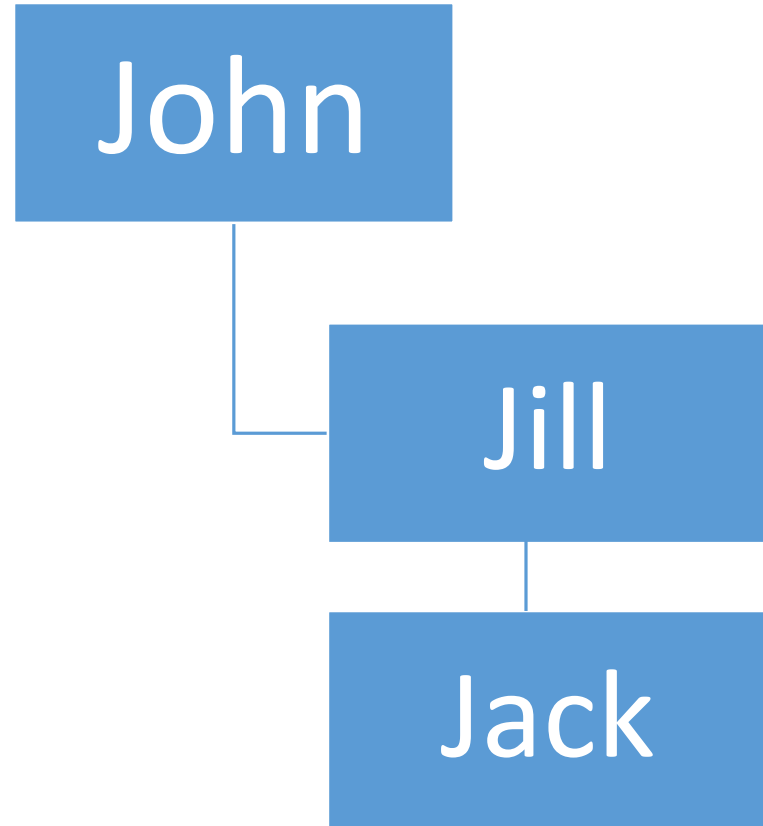


# II. 3. Hierarchy of Authority

II 3. Identify the hierarchy of authority in place during emergencies. Provide an organization chart, required if different from the previous required chart.

Most common mistakes:

- Missing required information
- Chart does not have clear lines of authority





# Still have a Question?

Feel free to contact Palm Beach County Division of Emergency Management. We are not only the plan reviewer, but also your local partner and guide through the plan review process.



For plan status and scheduling meetings  
contact : 561-712-6362  
For submitting your plan  
contact: 561-712-6400  
[www.ReadyPBC.com/hcemp](http://www.ReadyPBC.com/hcemp)

