

# Sample Mutual Aid Transfer Agreement

## **Sample Mutual Aid Transfer Agreement**

The following nursing home facilities agree to accept residents from other facilities in the event of a disaster. A disaster is any event, natural, man-made or technological, that the facility determines that a partial or full evacuation is necessary.

This transfer would not exceed the receiving facility's total bed capacity on a long-term basis.

All facilities involved in a transfer during a disaster will be responsible for contacting the Alabama Medicaid Agency and the Alabama Department of Public Health for decisions regarding Medicare/Medicaid reimbursement and any other issue.

The facilities involved in transferring residents during a disaster will mutually determine the beds available, whether special needs and resident choice can be accommodated.

All employees of the transferring facility will remain employees of the transferring facility for the purpose of worker's compensation insurance.

The receiving facility will distribute facility policies and procedures and information on emergency plans to employees of the transferring facility. The receiving facility will assign all employees to work with the transferring facility personnel.

Medical records will be evacuated as discussed in the facility's emergency plan.

The receiving facility will be responsible for all resident related costs after 12:00 midnight on the day of evacuation.

This agreement will renew automatically annually unless prior written 30-day notice is given.