

# Cedric Dean Holdings, Inc.

## Peer Support NC Program

### Hazard Vulnerability Analysis (HVA) Plan Policy

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## 1. Policy Title

Hazard Vulnerability Analysis (HVA) Plan Policy

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## 2. Effective Date

**Effective:** January 21, 2026

**Review Cycle:** Annual and as required by regulatory updates, operational changes, or after major incidents

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## 3. Policy Statement

Cedric Dean Holdings, Inc. (CDH) is committed to proactively identifying, assessing, and mitigating hazards that may impact the **health, safety, dignity, and continuity of services** within the Peer Support NC Program.

This Hazard Vulnerability Analysis (HVA) Plan establishes a systematic process for evaluating risks, prioritizing preparedness efforts, and strengthening organizational resilience through prevention, mitigation, response planning, and recovery strategies.

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## 4. Scope

This policy applies to:

- All CDH-owned, leased, or operated facilities
- Community-based, mobile, and administrative service locations
- All staff, contractors, volunteers, and participants
- All operational, environmental, technological, and human-caused hazards that may affect service delivery

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## 5. Definitions

**Hazard:**

Any condition, event, or circumstance that has the potential to cause harm, disruption, or damage to individuals, facilities, operations, or reputation.

**Vulnerability:**

The degree to which CDH's operations, staff, or participants may be affected by a specific hazard.

**Mitigation:**

Actions taken to reduce the likelihood or impact of hazards.

**Continuity of Operations (COOP):**

Procedures that ensure essential services continue during and after disruptive events.

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## 6. Guiding Principles

CDH's HVA framework is grounded in:

- **Prevention Over Reaction**
  - **Safety and Dignity First**
  - **Risk-Based Decision Making**
  - **Trauma-Informed Planning**
  - **Transparency and Accountability**
  - **Regulatory Compliance**
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## 7. HVA Process Overview

CDH shall conduct a structured HVA using the following steps:

1. **Hazard Identification**
  2. **Risk Scoring and Prioritization**
  3. **Impact Analysis**
  4. **Mitigation Strategy Development**
  5. **Integration with Emergency and Safety Plans**
  6. **Review, Training, and Continuous Improvement**
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## 8. Hazard Categories Assessed

### 8.1 Natural Hazards

- Severe weather (hurricanes, tornadoes, flooding, winter storms)
- Extreme heat or cold
- Earthquakes (as applicable)
- Wildfires (if regionally relevant)

### 8.2 Technological Hazards

- Power outages
- Water system failure
- Communication system failure
- Cybersecurity breaches
- Data loss or system outages

### 8.3 Human-Caused Hazards

- Violence or threats
- Theft or vandalism
- Active assailant situations
- Civil unrest

### 8.4 Operational and Clinical Risks

- Staff shortages
- Transportation disruptions
- Medication or supply shortages
- Behavioral health crises
- Participant safety incidents

### 8.5 Environmental and Public Health Risks

- Infectious disease outbreaks
- Hazardous material exposure
- Poor air or water quality

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## 9. Risk Scoring Methodology

Each identified hazard shall be evaluated using the following criteria:

- **Probability:** Likelihood of occurrence

- **Impact:** Severity of harm to people, property, and operations
- **Preparedness Level:** Existing controls and readiness
- **Recovery Time:** Estimated time to restore normal operations

Hazards shall be assigned a **risk rating (Low, Moderate, High, or Critical)** to guide prioritization and resource allocation.

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## 10. Mitigation and Preparedness Strategies

CDH shall develop and maintain strategies to:

- Reduce hazard exposure
  - Strengthen facility and infrastructure resilience
  - Improve staff training and awareness
  - Maintain emergency supplies and equipment
  - Enhance communication and alert systems
  - Strengthen partnerships with local emergency responders
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## 11. Integration with Emergency and Safety Plans

The HVA shall directly inform:

- Emergency Management Plan
  - Organizational Safety Plan
  - Environmental Care Plan
  - Utility Management Plan
  - Training and Drill Programs
  - Continuity of Operations Plan (COOP)
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## 12. Roles and Responsibilities

### 12.1 Chief Executive Officer / Emergency Coordinator

- Approves HVA findings and mitigation plans
- Allocates resources for high-risk priorities
- Ensures regulatory alignment

### 12.2 Safety and Compliance Officer (or Designee)

- Conducts annual HVA reviews
- Maintains documentation
- Coordinates training and corrective actions

### **12.3 Staff and Contractors**

- Report hazards and near-misses
  - Participate in training and drills
  - Follow established safety and emergency procedures
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## **13. Training and Awareness**

CDH shall provide training on:

- Hazard recognition and reporting
- Emergency procedures
- Risk mitigation responsibilities
- Trauma-informed response during high-risk events

Training shall occur:

- During onboarding
  - Annually
  - After major incidents or HVA updates
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## **14. Documentation and Records**

CDH shall maintain:

- HVA assessment tools and scoring matrices
- Mitigation plans and corrective actions
- Training records
- Incident reports and after-action reviews

Records shall be retained in accordance with CDH's Records Management Policy.

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## **15. Continuous Improvement**

Following any major incident or drill, CDH shall:

- Conduct an After-Action Review
  - Identify system gaps
  - Update hazard scores and mitigation strategies
  - Revise policies and training materials as needed
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## **16. Regulatory Compliance**

This policy aligns with:

- North Carolina DHHS operational and safety standards
  - Medicaid and MCO emergency preparedness requirements
  - OSHA workplace safety regulations
  - FEMA and Incident Command System (ICS) principles
  - HIPAA and data security standards (for technology-related hazards)
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## **17. Non-Retaliation Policy**

CDH prohibits retaliation against any individual who reports hazards, vulnerabilities, or safety concerns in good faith.

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## **18. Enforcement and Disciplinary Action**

Failure to comply with this policy may result in:

- Retraining
  - Corrective action plans
  - Disciplinary measures
  - Contract termination
  - Regulatory notification, when required
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## **19. Policy Review and Revision**

This policy shall be reviewed:

- Annually
- After major emergencies or incidents

- Upon regulatory or operational changes

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## 20. Approval and Authorization

**Approved By:**

Cedric Dean, Chief Executive Officer  
Cedric Dean Holdings, Inc.

**Signature:** \_\_\_\_\_

**Date:** January 21, 2026

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## 21. Organizational Commitment Statement

Cedric Dean Holdings, Inc. affirms that **anticipating risk, reducing vulnerability, and strengthening preparedness** are essential to protecting individuals, staff, and communities. Through this Hazard Vulnerability Analysis Plan, CDH commits to proactive leadership, continuous improvement, and responsible stewardship of safety and services.