

# General practice self-assessment

This self-assessment provides a quick snapshot of your practice's emergency and business continuity readiness and is aligned to the Pinnacle business continuity planning guide. It is intended to support practical planning and continuous improvement.

## Self-assessment questions

### 1. Leadership and ownership

Do you have a named Emergency / Business continuity lead in your practice?

Yes  Partially  No

### 2. Written continuity plan

Do you have a documented Business continuity plan that has been reviewed in the last 12 months?

Yes  Partially  No

### 3. Staff availability and contact

Do you have an up-to-date staff contact list and arrangements to ensure sufficient staff are available to maintain essential services during an emergency?

Yes  Partially  No

### 4. Power outage preparedness

Can your practice safely continue operations during a prolonged power outage (lighting, IT, fridges, clinical safety)?

Yes  Partially  No

### 5. Information technology

Do you have a clear downtime process if your PMS, internet, or phones fail?

Yes  Partially  No

### 6. Cold chain preparedness

Do you have a tested plan for protecting vaccines and temperature-sensitive medicines during a power failure?

Yes  Partially  No

### 7. Alternative service location

Do you have an alternative location or model of care identified if your building becomes unusable?

Yes  Partially  No

### 8. Supply chain disruption

Could your practice continue operating for at least 48–72 hours if medical supplies, fuel, or deliveries stopped?

Yes  Partially  No

### 9. Welfare of staff and patients

Do you have a plan to support staff welfare and manage vulnerable patients during an extended disruption?

Yes  Partially  No

### 10. Scenario testing

Has your practice tested any emergency or continuity scenario in the last 12 months (discussion, drill, or exercise)?

Yes  Partially  No

## Scoring guide

- **8–10 “Yes”** = Strong preparedness
- **5–7 “Yes”** = Moderate preparedness, targeted improvement needed
- **Below 5 “Yes”** = High risk, urgent support recommended

## Rural practice additional considerations

If you are a **rural or remote practice**, consider these additional self-checks:

- We can operate in isolation for **at least 72–96 hours**.
- We have backup **fuel, water, and communications**.
- We have agreements for **shared staff or shared facilities**.
- We have accommodation options if staff cannot travel.