# HEALTH CARE AND MEDICAL RESPONSE COORDINATION

# Exercise Evaluation Guide

NOTE: This is a SAMPLE exercise evaluation guide (EEG). All objectives, capabilities, capability targets, and critical tasks may be altered to suit your facility’s exercise needs. It is recommended that a separate EEG be created for each capability (for example, Health Care and Medical Response Coordination). Define what you need to exercise (plan, policy, procedure, etc.) and then break it down into specific steps/tasks that can be measured for completion. List those steps here.

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| *Exercise Name:* Twilight Twister, 2017  *Exercise Date:* Date, 2017 | | *Organization/Jurisdiction:* Insert | *Venue:* Insert venue name |
| **Response** | | | |
| ***Exercise Objectives:***   1. In accordance with jurisdictional plans, policies, and procedures, incident response personnel will identify the process of resource management, tracking, and sharing to facilitate effective incident response and adequate medical care delivery to all populations. 2. In accordance with jurisdictional plans, policies, and procedures, incident response personnel will identify the process of maintaining a constant flow of incident and health-related information utilizing appropriate protocols and systems used during incident response. 3. In accordance with jurisdictional plans, policies, and procedures, public and private entities will identify the process of sending, receiving, and updating timely, reliable, and actionable health and safety information in relation to a severe weather incident through clear and consistent information delivery methods. | | | |
| *HPP Capability:* **Health Care and Medical Response Coordination:** Health care organizations, the HCC, their jurisdiction(s), and the ESF-8 lead agency plan and collaborate to share and analyze information, manage and share resources, and coordinate strategies to deliver medical care to all populations during emergencies and planned events. | | | |
| HPP Component/Objective 2: ***Utilize Information Sharing Procedures and Platforms***  Effective response coordination relies on information sharing to establish a common operating picture. Information sharing is the ability to share real-time information related to the emergency, the current-state of the health care delivery system, and situational awareness across the various response organizations and levels of government (federal, state, local). The HCC’s development of information sharing procedures and use of interoperable and redundant platforms is critical to successful response. | | | |
| **Organizational Capability Target 1: Identify Information Access and Data Protection Procedures** | | | |
| *Critical Task:* | Discuss coordination with state and local authorities to identify information access and data protection procedures. | | |
| **Source:** | ASPR Health Care Preparedness and Response Capabilities, 2017 – 2022; Local plans, policies, and procedures | | |
| **Organizational Capability Target 2: Utilize Communications Systems and Platforms** | | | |
| *Critical Task:* | Identify reliable, resilient, interoperable, and redundant information and communication systems and platforms (e.g., incident management software; bed and patient tracking systems and naming conventions; EMS information systems; municipal, hospital, and amateur radio systems; satellite telephones; etc.) | | |
| *Critical Task:* | Examine ability to communicate among all HCC members, health care organizations, and the public (e.g., among hospitals, EMS, public safety answering points, emergency managers, public health agencies, skilled nursing facilities, and long-term care facilities) | | |
| *Critical Task:* | Identify alternate communications methods in the event of communication disruptions | | |
| **Source(s):** | ASPR Health Care Preparedness and Response Capabilities, 2017 – 2022; Local plans, policies, and procedures | | |
| HPP Component/Objective 3: ***Coordinate Response Strategy, Resources, and Communications***  The HCC should coordinate its response strategies, track its members’ resource availability and needs, and clearly communicate this information to all HCC members, other stakeholders, and the ESF-8 lead agency. In addition, the HCC, in collaboration with its members, should provide coordinated, accurate, and timely information to health care providers and the public in order to ensure a successful emergency response. | | | |
| **Organizational Capability Target 3: Activity 1. Identify and Coordinate Resource Needs during an Emergency** | | | |
| *Critical Task:* | Discuss how resources are managed (logged, tracked, and vetted) in coordination with the ESF-8 lead agency | | |
| **Source(s):** | ASPR Health Care Preparedness and Response Capabilities, 2017 – 2022 | | |
| **Organizational Capability Target 4: Communicate with the Public during an Emergency** | | | |
| *Critical Task:* | Discuss coordination of relevant health care information with the community’s Joint Information System (JIS) to ensure information is accurate, consistent, linguistically and culturally appropriate, and disseminated to the community using one voice | | |
| **Source(s):** | ASPR Health Care Preparedness and Response Capabilities, 2017 – 2022; Local plans, policies, and procedures | | |

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| **Organizational Capability Target** | **Associated Critical Tasks** | **Observation Notes and**  **Explanation of Rating** | **Target Rating** |
| **Identify Information Access and Data Protection Procedures** | * Discuss coordination with state and local authorities to identify information access and data protection procedures. |  |  |
| **Utilize Communications Systems and Platforms** | * Identify reliable, resilient, interoperable, and redundant information and communication systems and platforms (e.g., incident management software; bed and patient tracking systems and naming conventions; EMS information systems; municipal, hospital, and amateur radio systems; satellite telephones; etc.) * Examine ability to communicate among all HCC members, health care organizations, and the public (e.g., among hospitals, EMS, public safety answering points, emergency managers, public health agencies, skilled nursing facilities, and long-term care facilities) * Identify alternate communications methods in the event of communication disruptions |  |  |
| **Identify and Coordinate Resource Needs during an Emergency** | * Discuss how resources are managed (logged, tracked, and vetted) in coordination with the ESF-8 lead agency |  |  |
| **Communicate with the Public during an Emergency** | * Discuss coordination of relevant health care information with the community’s Joint Information System (JIS) to ensure information is accurate, consistent, linguistically and culturally appropriate, and disseminated to the community using one voice |  |  |
|  |  | **Final Capability Rating** |  |

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| **Ratings Key** |
| P – Performed without Challenges  S – Performed with Some Challenges  M – Performed with Major Challenges  U – Unable to be Performed |

Evaluator Name

Evaluator E-mail

Phone

## Ratings Definitions

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| **Performed without Challenges (P)** | The targets and critical tasks associated with the capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. |
| **Performed with Some Challenges (S)** | The targets and critical tasks associated with the capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified. |
| **Performed with Major Challenges (M)** | The targets and critical tasks associated with the capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws. |
| **Unable to be Performed (U)** | The targets and critical tasks associated with the capability were not performed in a manner that achieved the objective(s). |