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| ***Drill Name: 2018 SWMHE Functional Exercise***  ***Drill Date:*** | ***Organization/Jurisdiction:*** | ***Venue:*** |
| **--- Long Term Care & Skilled Nursing Facility Providers’ Capabilities & Objectives ---**  ***Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination***   * Objective 1 – Activate the Nursing Home Incident Command System (NHICS) and the facility Command Center (if applicable) within 45   minutes of incident notification, to provide a structured and successful emergency response * Objective 2 – Maintain awareness of the common operating picture by gathering and sharing real-time information related to the   emergency, the current state of the health care delivery system, and situational awareness through coordination with their   local jurisdiction emergency management and local Health Care Coalition partners.     ***Health Care Preparedness and Response Capability 4: Medical Surge***   * Objective 1 – Determine the center’s priorities for ensuring key functions are maintained throughout the emergency, including the provision   of care to existing and new patients within 30 minutes * Objective 4 – Prepare for medical surge operations by activating appropriate plans (e.g., Medical Surge Plan, Pandemic Plan, Mass   Casualty Plan, etc.) for all levels of care and populations, and ensure all personnel have been trained in their use | | |

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| Epidemiology Based Objectives | | | |
| **Drill Objective** | **Associated Critical Tasks** | **Observation Notes and**  **Explanation of Rating** | **Target Rating** |
| **HCPR, Cap 2, Obj. 1**  Activate the Nursing Home Incident Command System (NHICS) and the facility Command Center (if applicable) within 45 minutes of incident notification, to provide a structured and successful emergency response | * Identify immediate resource needs for the next operational period and communicate them to their city emergency management (SimCell) within 60 minutes. * Initiate and coordinate Incident Action Planning by conducting a briefing for all staff and beginning to compile an Incident Action Plan (IAP) within 60 minutes. * Communicate with clinical and non-clinical staff and patients to notify them of Command Center activation and incident response strategies, as appropriate, within 15 minutes of activation. |  |  |
| **HCPR, Cap 2, Obj. 2**  Maintain awareness of the common operating picture by gathering and sharing real-time information related to the emergency, the current state of the health care delivery system, and situational awareness through coordination with their local jurisdiction emergency management and local Health Care Coalition partners | * Utilize Pre Established communication plans and document in activity logs. Within 15 minutes, communicate scenario specific procedures for information sharing for staff to follow. * Utilize and test redundant communication systems such as email, fax, phone, etc. to notify city jurisdiction (SimCell) and/or other response partners of the center’s status and resource needs if any, within 60 minutes. * Coordinate and document response strategies, resource availability and needs to city jurisdiction (SimCell) and/or other response partners within 60 minutes. * Complete and submit confidential reports of suspected cases of novel virus to Orange County Health Care Agency Epidemiology. |  |  |
| **HCPR, Cap 4, Obj. 1**  Determine the center’s priorities for ensuring key functions are maintained throughout the emergency, including the provision of care to existing and new patients within 30 minutes | * Activate any medical surge and/or pandemic procedures in the facility’s Emergency Operations Plan. * Assign present staff roles and responsibilities in preparing the facility to receive additional resources and space re-allocation within the facility. |  |  |
| **HCPR, Cap 4, Obj. 2**  Prepare for medical surge operations by activating appropriate plans (e.g., Medical Surge Plan, Pandemic Plan, Mass Casualty Plan, etc.) for all levels of care and populations, and ensure all personnel have been trained in their use. | * Activate any medical surge and/or pandemic procedures in the center’s Emergency Operations Plan. * Assign present staff roles and responsibilities in preparing the facility to handle potentially exposed or ill individuals. * Collect and organize appropriate medical records to accompany relocated residents while maintaining Health Insurance Portability and Accountability Act (HIPAA) compliance. * Identify resources (e.g., medication, supplies, staff, etc.) that will be needed to accompany evacuated residents. * Coordinate with other long term care providers to surge non-infectious residents out of quarantine area in conjunction with local emergency responders. |  |  |
|  |  | **Final Core 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 core 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 core 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 core 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 core capability were not performed in a manner that achieved the objective(s). |