

# EXERCISE EVALUATION GUIDE

<i>Exercise Name:</i> Operation Healthy Shelters <i>Exercise Date:</i> October 29, 2014	<i>Organization/Jurisdiction:</i> City of Nashua, DPHCS	<i>Venue:</i> Manchester Health Department
<b>Response</b>		
<i>Exercise Objective:</i> Identify the roles and responsibilities of the participating agencies during health surveillance in mass care shelters.		
<i>Core Capability:</i> Community Preparedness; Healthcare System Preparedness		
<b>Organizational Capability Community Preparedness Function 1:</b> <b>Determine risks to the health of the jurisdiction.</b> Identify the potential hazards, vulnerabilities, and risks in the community that relate to the jurisdiction's public health, medical, and mental/behavioral health systems, the relationship of those risks to human impact, interruption of public health, medical, and mental/behavioral health services, and the impact of those risks on the jurisdiction's public health, medical, and mental/ behavioral health infrastructure.		
<b>Organizational Capability Healthcare System Preparedness Function 1:</b> <b>Develop, refine, or sustain Healthcare Coalitions.</b> Develop, refine, or sustain Healthcare Coalitions consisting of a collaborative network of healthcare organizations and their respective public and private sector response partners within a defined region.		
<i>Critical Task:</i> Written plans have the roles and responsibilities of various agencies included in the document. <i>Critical Task:</i> Organizations present at the tabletop can identify their roles and responsibilities for conducting or helping with conducting surveillance in shelters.		
<b>Source(s):</b> Public Health Preparedness Capabilities: National Standards for State and Local Planning		
<i>Exercise Objective:</i> Identify all existing laws, plans, policies and procedures related to health surveillance in shelters and how they can be coordinated for a more efficient response.		
<i>Core Capability:</i> Mass Care		
<b>Organizational Capability Function 3: Coordinate with partners agencies to provide access to health services, medication and consumable medical supplies and durable medical equipment for the impacted population.</b> <i>Critical Task:</i> At the time of the incident, coordinate with healthcare partners to assure medical and mental/behavioral health services area accessible at or through congregate locations. <i>Critical Task:</i> Identify existing plans, policies and procedure at the local, regional or state level to assist with surveillance in shelters.		

**Source(s):** Public Health Preparedness Capabilities: National Standards for State and Local Planning

*Exercise Objective:* Evaluate the guidance, policies, and protocols to implement health surveillance in mass care shelters.

*Core Capability:* Mass Care; Public Health Surveillance and Epidemiologic Investigation

**Organizational Capability Mass Care Function 4: Monitor ongoing health-related mass care support and ensure health needs continue to be met as the incident response evolves.**

*Critical Task:* During an incident identify updated health needs as part of the agency's/jurisdictional situational awareness update and refer those updates through the public health incident management system for additional local, state assistance as necessary.

**Organizational Capability Public Health Surveillance and Epidemiologic Investigation Function 1: Conduct public health surveillance and detection.**

*Critical Task:* Engage and retain stakeholders who can provide health data to support routine surveillance.

*Critical Task:* Provide statistical data and reports to public health and other leadership to identify potential populations at risk for adverse health outcomes.

**Source(s):** Public Health Preparedness Capabilities: National Standards for State and Local Planning

*Exercise Objective:* Evaluate communication flow and information sharing between the shelters, the SEOC and the NH DHHS ICC/DPHS.

*Core Capability:* Emergency Operations Coordination; Information Sharing

**Organizational Capability Information Sharing Function 3: Exchange information to determine a common operating picture**

*Critical Task:* During an incident, request, send and receive data and information.

**Organizational Capability Emergency Operations Coordination Function 4: Manage and sustain the public health response.**

*Critical Task:* Maintain situational awareness using information gathered from medical, public health, and other health stakeholders.

**Source(s):** Public Health Preparedness Capabilities: National Standards for State and Local Planning

*Exercise Objective:* Assist the shelter with identifying and implementing infection prevention and control measures for the shelter.

*Core Capability:* Public Health Surveillance and Epidemiological Investigation

**Organizational Capability Public Health Surveillance and Epidemiological Investigations Function 2, 3: Conduct public health and epidemiological investigations; Recommend, monitor and analyze mitigation actions.**

*Critical Task:* Conduct investigations of disease, injury or exposure in response to natural or man-made threats or incidents and ensure coordination of investigation with partner agencies.

*Critical Task:* Provide epidemiological and environmental public health consultation, technical assistance, and information.

*Critical Task:* Determine public health mitigation, including clinical and epidemiological management and actions to be recommended for the mitigation of the threat.

**Source(s):** Public Health Preparedness Capabilities: National Standards for State and Local Planning

Organizational Capability Target	Associated Critical Tasks	Observation Notes and Explanation of Rating	Target Rating
<b>Determine risks to the health of the jurisdiction.</b>	<i>Critical Task:</i> Written plans have the roles and responsibilities of various agencies included in the document.		
<b>Develop, refine, or sustain Healthcare Coalitions.</b>	<i>Critical Task:</i> Organizations present at the tabletop can identify their roles and responsibilities for conducting or helping with conducting surveillance in shelters.		
<b>Coordinate with partners agencies to provide access to health services, medication and consumable medical supplies and durable medical equipment for the impacted population.</b>	<i>Critical Task:</i> At the time of the incident, coordinate with healthcare partners to assure medical and mental/behavioral health services area accessible at or through congregate locations.  <i>Critical Task:</i> Identify existing plans, policies and procedure at the local, regional or state level to assist with surveillance in shelters.		

<b>Monitor ongoing health-related mass care support and ensure health needs continue to be met as the incident response evolves.</b>	<p><i>Critical Task:</i> During an incident identify updated health needs as part of the agency's/jurisdictional situational awareness update and refer those updates through the public health incident management system for additional local, state assistance as necessary.</p>		
<b>Conduct public health surveillance and detection.</b>	<p><i>Critical Task:</i> Engage and retain stakeholders who can provide health data to support routine surveillance.</p> <p><i>Critical Task:</i> Provide statistical data and reports to public health and other leadership to identify potential populations at risk for adverse health outcomes.</p>		
<b>Exchange information to determine a common operating picture.</b>	<p><i>Critical Task:</i> During an incident, request, send and receive data and information.</p>		
<b>Manage and sustain the public health response.</b>	<p><i>Critical Task:</i> Maintain situational awareness using information gathered from medical, public health, and other health stakeholders.</p>		

<b>Conduct public health and epidemiological investigations; Recommend, monitor and analyze mitigation actions.</b>	<p><i>Critical Task:</i> Conduct investigations of disease, injury or exposure in response to natural or man-made threats or incidents and ensure coordination of investigation with partner agencies.</p> <p><i>Critical Task:</i> Provide epidemiological and environmental public health consultation, technical assistance, and information.</p> <p><i>Critical Task:</i> Determine public health mitigation, including clinical and epidemiological management and actions to be recommended for the mitigation of the threat.</p>		
<b>Final Core Capability Rating</b>			

Evaluator Name \_\_\_\_\_

Evaluator E-mail \_\_\_\_\_

Phone \_\_\_\_\_

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



## Ratings Definitions

<b>Performed without Challenges (P)</b>	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.
<b>Performed with Some Challenges (S)</b>	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.
<b>Performed with Major Challenges (M)</b>	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.
<b>Unable to be Performed (U)</b>	The targets and critical tasks associated with the core capability were not performed in a manner that achieved the objective(s).