

# Training and Exercise Planning Workshop (TEPW)

## Central Maine Regional Health Care Coalition

April 27, 2017



# Homeland Security Exercise and Evaluation Program Cycle

Establishing multi-year exercise program priorities and developing a multi-year TEP are key pieces of Exercise Program Management within the HSEEP methodology



## Training May 31st

# Capabilities-based Planning Overview

- The National Preparedness Goal identifies a series of core capabilities across the prevention, protection, mitigation, response, and recovery mission areas
- Through HSEEP, organizations can use exercises as a way to examine current and required HPP capability levels and identify gaps. Exercises focus on assessing performance against capability-based objectives
- We will be using the 4 healthcare specific capabilities prescribed by ASPR

# TEPW Purpose

The purpose of the TEPW is to use the guidance provided by senior officials to identify and **set exercise program priorities** and develop a multi-year **schedule of exercise events** and supporting **training activities** to meet those priorities



# Activity 1



- Factors for consideration are they key elements that influence the selection of exercise program priorities
- The list of factors is intended to help organizations consider the full range of factors impacting their exercise and preparedness programs

# Task 1.1: Identify Threats and Hazards

- **Objective:** Identify any significant threats and hazards
  - Consider:
    - National threats and hazards
    - Organizational threats and hazards
    - THIRA and local risk assessments
    - Hazard vulnerability analysis
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- **Threats/Hazards:**
    1. Top 5 hazards from the HVA
    2. Any others?

# Task 1.2: Identify Areas for Improvement

- **Objective:** Identify any significant strengths and areas for improvement
  - Consider:
    - Strengths to be shared with other organizations
    - Exercise and real-world event corrective actions
    - Identified and/or perceived areas for improvement
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- **Instructions:**
    1. As a group, review the list of your coalition's top strengths and areas for improvement and add to it if necessary
    2. Record these strengths/areas for improvement

# Task 1.3: Identify External Sources and Requirements

- **Objective:** Identify any significant external sources and requirements
- Consider:
  - Industry reports
  - State or national preparedness reports
  - State or national homeland security strategies
  - Homeland security policy
- **External Sources:**
  1. National Preparedness Report (3/30/2016)
    - Cybersecurity
    - Economic Recovery
    - Housing
    - Infrastructure Systems
    - Natural and Cultural Resources
    - Supply Chain Integrity and Security
  2. Any others?



# Task 1.4: Identify Accreditation Standards and Regulations

- **Objective:** Identify any significant accreditation standards and regulations
  - Consider:
    - Accreditation standards
    - Grants or funding-specific requirements
    - Occupational Safety and Health Administration (OSHA) regulations
    - Legislative requirements
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- **Standards/Regulations:**
    1. HPP grant requirements
    2. Maine CDC contract deliverables
    3. The Joint Commission
    4. HIPPA
    5. CMS EP CoP
    6. Others?

# Maine CDC deliverables

- Training
  - NIMS/ICS
  - HAN
  - EMResource
  - WebEOC
  
- Exercises
  - Quarterly Communications Tests
  - HAvBED unannounced exercises (2)
  - Coalition surge test

# Coalition Surge Test (CST)

- Low/no-notice exercise
- The CST tests a coalition's ability to work in a coordinated way to find appropriate destinations for patients using a simulated evacuation of at least 20 percent of a coalition's staffed acute-care bed capacity. The entire CST takes approximately four hours to complete and includes the two following phases:
  - Tabletop Exercise with Functional Elements and Facilitated Discussion
  - After Action Review

# Activity 2



- Organizations can use exercises as a way to examine current and required HPP capability levels and identify gaps
- Linking the factors identified in Activity 1 to HPP capabilities will help identify the areas most in need of attention

# Activity 2: Link Factors to HPP Capabilities

- **Objective:** Link the factors identified in Activity 1 to HPP capabilities
- Consider:
  - Threats and hazards
  - Strengths and areas for improvement
  - External sources and requirements
  - Accreditation standards and regulations

- **Instructions:**

1. Assign HPP capabilities to each factor recorded during Activity 1
2. If multiple HPP capabilities are associated with a factor, determine which is primary capability
3. Identify and prioritize the most common HPP capabilities

# 2016 TEP

## Planned Activities by Capability

- Healthcare System Preparedness
- Emergency Operations Coordination
- Information Sharing
- Medical Surge
- Responder Safety and Health
  
- <<<<<New Capability Assessment>>>>>

# Activity 3



- Exercise program priorities are the strategic, high-level priorities that guide the overall exercise program
- These priorities inform the development of exercise objectives, ensuring individual exercises evaluate and assess HPP capabilities in a coordinated and integrated fashion

# Activity 3: Establish Exercise Program Priorities

- **Objective:** Achieve consensus on the priorities that will guide the exercise program for the next 3 years
  - Consider:
    - Factors identified in Activity 1
    - Priority HPP capabilities identified in Activity 2
    - Elected and appointed officials' guidance
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- **Instructions:**
    1. Identify 3-5 priorities on which to focus training and exercises
    2. Priorities should be at the strategic level
    3. Consider priorities from a holistic perspective, not just your individual organization. These priorities are not meant to supersede their organizations' priorities



# Activity 3: Establish Exercise Program Priorities Examples

- Partnership/coalition development
- Expand regional collaboration
- Strengthen information sharing and collaboration capabilities
- Strengthen interoperable and operable communications capabilities
- Strengthen communication capabilities
- Strengthen response to mass casualty incidents

# Activity 4



- The multi-year schedule outlines the exercises and associated training events that will address the exercise program priorities
- The multi-year schedule should reflect a progressive approach:
  - Exercises are aligned to a common set of exercise program priorities
  - Exercises increase in complexity over time
- Exercises should be supported at each step with training resources

# Task 4.1: Identify Potential Exercises

- **Objective:** Identify potential exercises for inclusion in the multi-year schedule
  - Consider:
    - Pre-planned exercises
    - Standing exercise requirements
    - Additional exercises to address program priorities
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- **Instructions:**
    1. As a group, identify potential exercises for the multi-year schedule
    2. Record the exercises, including the focus, date, and other known information

# Task 4.2: Identify Potential Training

- **Objective:** Identify potential training events for inclusion in the multi-year schedule
  - Consider:
    - Training to support specific exercises
    - Required training
    - Additional training to meet capability gaps or address program priorities
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- **Instructions:**
    1. As a group, identify potential training events
    2. Record the potential training events, including the focus, audience, and date

# Task 4.3: Update/Build the Draft Multi-year Schedule

- **Objective:** Update or build the multi-year training and exercise schedule
  - Consider:
    - Exercises that address program priorities and priority HPP capabilities
    - Exercises that promote collaboration
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- **Instructions:**
    1. Select exercises from the proposed list and identify tentative exercise conduct dates
    2. Select training events and identify tentative conduct dates, scheduling around exercises, as appropriate

# Populate the Draft Multi-year Schedule

## Central Maine Healthcare Preparedness Coalition Multi-year Training & Exercise Schedule 2017

Organization	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Coalition Training			HERT Cyber Training	ICS 300/400	COOP			Pediatric Disaster Response & Emergency Preparedness	HERT			
Coalition Exercises		Med Surge Seminar  Coms Drill	Infectious Disease TTX	HVA/TEPW  HA $\nu$ BED Drill	Coms Drill			Coms Drill	HA $\nu$ BED Drill	Med Surge TTX	Coms Drill	

# Populate the Draft Multi-year Schedule (cont'd)

## Central Maine Healthcare Preparedness Coalition Multi-year Training & Exercise Schedule 2018

Organization	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Coalition Training			ICS 300/400	HERT								
Coalition Exercises		Coms Drill	LTC TTX	HVA/TEPW HA <sup>v</sup> BED Drill	Coms Drill Evacuation TTX			Coms Drill	Evacuation FSE		Coms Drill	

# Populate the Draft Multi-year Schedule (cont'd)

## Central Maine Healthcare Preparedness Coalition Multi-year Training & Exercise Schedule 2019

Organization	Jan	Feb	Mar	Apr	May	Jun
Coalition Training				HERT		
Coalition Exercises		Coms Drill		HVA/TEPW HA v BED Drill		Coms Drill