[INSERT YEAR] STATEWIDE MEDICAL AND HEALTH EXERCISE

INFECTIOUS DISEASE

MASTER SCENARIO EVENTS LIST

# PREFACE

The California Statewide Medical and Health Exercise (SWMHE) is sponsored by the California Department of Public Health (CDPH) and the Emergency Medical Services Authority (EMSA). This Master Scenario Events List (MSEL) was produced with input, advice, and assistance from the SWMHE Planning Team, comprised of representatives from:

* Alpine County
* California Ambulatory Surgery Association (CASA)
* California Association of Health Facilities (CAHF)
* California Department of Public Health (CDPH)
* California Emergency Medical Services Authority (EMSA)
* California Hospital Association (CHA)
* California Governor’s Office of Emergency Services (Cal OES)
* California Primary Care Association (CPCA)
* County of Riverside Emergency Management Department
* DaVita Dialysis
* Inland Counties Emergency Management Agency
* Kaiser Permanente
* Los Angeles County Healthcare Agency
* Mariposa County
* Napa County Emergency Medical Services Agency
* Nevada County Public Health
* Orange County Health Care Agency
* Sacramento County Emergency Medical Services Agency
* San Joaquin County Emergency Medical Services Agency
* Sharp HealthCare
* Sutter Medical Center

This MSEL follows guidelines set forth by the U.S. Federal Emergency Management Agency (FEMA) Homeland Security Exercise and Evaluation Program (HSEEP).

This MSEL is a guidance document that can and should be modified by healthcare entities with the particulars of their exercise. It is a complementary document to other documents developed for this exercise, including the Exercise Plan. It is tangible evidence of [Jurisdiction/Organization/Facility]’s commitment to ensure public safety through collaborative partnerships that will prepare them to respond to any emergency.

All exercise participants should use appropriate guidelines to ensure proper control of information within their areas of expertise and protect this material in accordance with current jurisdictional directives.

## CUSTOMIZING THE MSEL

This MSEL is a tool for use in preparing for and conducting the SWMHE Program. This MSEL provides staff with all the necessary injects and scenario updates to lead and conduct a full exercise. **Only controllers and evaluators should view the MSEL.**

This document serves as a template guidance document. This MSEL, and particularly the schedule and inject specifications, should be modified to reflect the unique characteristics of your region and participants.

Bracketed text (e.g., [your jurisdiction]) is provided to aid with location-specific tailoring. These sections contain instructions, examples, or placeholders to facilitate completion of this document. These should be removed or modified as appropriate prior to finalizing this document.

Additional detail regarding the SWMHE, to include several other supporting documents, are available for planners at [www.swmhe.com](http://www.swmhe.com)

# ADMINISTRATIVE HANDLING INSTRUCTIONS

1. The title of this document is the *California Statewide Medical and Health Exercise (SWMHE) Program Master Scenario Events List (MSEL).*
2. The information gathered in this MSEL is designated as For Official Use Only (FOUO) and should be handled as sensitive information that is not to be disclosed. This document should be safeguarded, handled, transmitted, and stored in accordance with appropriate security directives. Reproduction of this document, in whole or in part, without prior approval from [Jurisdiction/Organization/Facility] is prohibited.
3. For more information about the exercise, please consult the following points of contact (POCs):

**State point of contact:**

Kristy Perez

California Department of Public Health

Emergency Preparedness Office

1615 Capitol Avenue MS 7002

Sacramento, CA 95814

kristy.perez@cdph.ca.gov

**Jurisdictional Exercise Point of Contact:**

Name

Title, Agency

Street Address

City, State, Zip

Email

Telephone

**Exercise Support Team Point of Contact**

Name

Title, Agency

Street Address

City, State, Zip

Email

Telephone



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*How To Use This Document: The scenario for this exercise is objective-driven; it was developed in order to fully test the suggested exercise objectives and core capabilities. If participating agencies decide to add or subtract from the suggested list of objectives, they are advised to review the scenario to confirm that the new objectives will be fully tested. Objectives or capabilities that are not applicable to the chosen scenario should not be included in the participating organization’s Exercise Plan. Bracketed text (e.g., [your jurisdiction]) is provided to aid with location-specific tailoring. Additional resources are available for planners at www.swmhe.com*

## PRE-INCIDENT INFORMATION

***[One Month Pre Exercise]***

* Several reports surface detailing a large number of cases of an influenza-like illness (ILI) in South America. The first reports come from Guyana, and within a week there are reports from Suriname and Brazil. It is unclear, at this time, whether the symptoms are indicative of a novel influenza strain, part of a particularly bad flu season, or something else.
* A 29-year-old female and her 33-year-old boyfriend present to **[a local walk-in clinic]** in **[your jurisdiction]**. Both patients report flu-like symptoms, including headaches, body aches, and fevers of over 101°F persisting for three days. The male reports a mild dry cough and shortness of breath. The couple is discharged the same day.
* In Brazil, the first fatality is reported of a 47-year old female who was admitted to the hospital with the symptoms, including high fever, headache, and pneumonia.
* The 33-year old male presents to **[a local emergency department (ED)]** two days after his visit to the walk-in clinic, reporting a worsening of symptoms, particularly his cough and shortness of breath. An x-ray is done revealing pneumonia. He is hospitalized overnight.

***[One Week Before Exercise]***

* More cases of the ILI are reported across South and Central America. Health officials have ruled out influenza and are beginning to test specimens for a variety of illnesses, including the SARS-associated coronavirus (SARS), and the Middle East Respiratory Syndrome coronavirus (MERS-CoV). However, the specimens are instead identified as a novel virus.
* Brazilian health officials release a statement warning the public about the illness and reminding them to wash their hands frequently and cover their mouth and nose when they sneeze or cough.
* Multiple fatalities are reported across Brazil, Guyana, and Suriname.
* The local U.S. media are reporting widely on the “pandemic” sweeping South America, and there are concerns that the public in **[your jurisdiction]** may have concerns. **[Local Health Department]** begins crafting public messaging.
* The U.S. Department of State releases travel alerts for those traveling to and from Brazil, Guyana, and Suriname.
* In **[your jurisdiction],** hospitals and health clinics are reporting an uptick in the number of patients presenting with influenza-like illness (ILI). Long Term Care Facilities also are experience an increase in residents with ILI.
* **[Add any additional details relevant to your jurisdiction/agency/facility’s exercise]**

## EXERCISE INFORMATION

**[Week of Exercise]**

* A 41-year old man presents to **[local ED]** with a fever of 104°F, headache, and body aches. Considering the reports from South and Central America, the physician conducts an extensive travel history review with the patient. It is revealed that the patient just returned from a business trip to Brazil five days earlier. The man also reports that he volunteered at his child’s elementary school one day earlier, where he served a pancake breakfast to third-graders at the local school. He also recently visited his elderly mother at a nursing home.
* Later that day, an 8-year old girl is brought to **[a local hospital]** with a fever of 101°F and a mild cough. It is confirmed that the child is a student who was present at the pancake breakfast the male patient attended the day before.

**[Week of Exercise]**

* Four additional third graders are brought to **[local clinic, urgent care, or hospital]** reporting similar symptoms. One third grader, a 7-year old boy, was hospitalized at the ED with pneumonia. He is placed in a bed next to an 82-year old man with a hip replacement, from a local skilled nursing facility.
* The 41-year old man’s elderly mother along with two others from her nursing home (one, a dialysis patient) are now being treated at **[insert a local hospital]** for similar symptoms.
* Multiple staff members are reporting in sick at local clinics, hospitals, long term care, health departments, and other agencies across **[local jurisdiction]**.

**[Day before Exercise]**

* The 8-year old girl that presented at **[a local hospital]** on November 13 died. The media report on the fatality. Worried parents of other students at the elementary school where the pancake breakfast occurred are calling in to the local health department, and some are bringing their children to local healthcare facilities, even if they are not showing symptoms.
* The 41-year old man’s elderly mother also died, and the other two patients from her nursing home are in critical condition.
* In addition, there are multiple **[insert County, City, Agency, Facility]** employees reporting similar symptoms, and one employee died from illness. Multiple staff members are impacted.
* **[Add any additional details relevant to your jurisdiction/agency/facility’s exercise]**

**[Day of Exercise]**

* The County has established a health screening station at the elementary school to assist in evaluating students, faculty, or family members who may have contracted the illness. Behavioral health staff were asked to be present at the screening station to provide mental and emotional support to impacted individuals.
* A joint press conference is held at the elementary school’s health screening station to update the public and media on recent developments related to spread of the ILI, such as reported fatalities and guidance for staying healthy. Representatives from multiple agencies, including public health, mental health, and the healthcare sector, are participating in the press conference.

## ADDITIONAL NOTES

Injects that are not applicable to your jurisdiction/organization/agency should be removed. All Controllers and Evaluators are to note actual times and significant events on these MSELs and turn them into [Lead Evaluator] at the conclusion of the exercise.

| I  N  J  E  C  T | Inject Time/ Actual Time | Public Health Preparedness Capability\* | Objective (PH and Hospital Objectivesas example) | Joint Comm. # (only for health-care entities) | Send From/ Assigned Staff | Send To | Description | Expected Action | Notes/ Observations |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | 0700 | N/A | N/A | N/A | Exercise Director | All Players | Player, Controller, Evaluator (C/E) Check In | All participants check in before 0745 briefing. All players receive appropriate materials. |  |
|  | 0745 | N/A | N/A | N/A | Exercise Director | All Players | Player Briefing |  |  |
|  | 0800 | N/A | N/A | N/A | [Exercise Director] | [All Players] | Start Ex | Exercise participants will initiate play. |  |
|  | 0800-1200 | N/A | N/A | N/A | [Lead Controller] | [All Controllers] | Exercise Control staff will stay at their assigned locations, performing assigned duties throughout the duration of the exercise unless otherwise instructed by the Senior Controller or Exercise Director | All Exercise Control staff with perform duties at assigned locations to include communicating status of area by radio to the Senior Controller, ensuring all exercise actions run smoothly, handing out information, and communicating with observers. |  |
|  | 0805 | Operational Coordination | PH Objectives 1, 4  Hospital Objectives 1, 2 | TJC EM.03.01.03 EP 7  TJC EM.03.01.03 EP 12 | [Simulation Cell or Actors] | [Intake / Triage Nurse] | A 41-year old man presents to local ED with a fever of 104°F, headache, and body aches. The man also reports that he had volunteered at his child’s elementary school one day earlier, where he served a pancake breakfast at the local school. He also recently visited his elderly mother at a nursing home. | Hospital workers notify public health using the appropriate reporting protocols. | (Survivor Cards #1-3) |
|  | 0815 | Operational Coordination and On site Incident Management  Emergency Public Information and Warning | PH Objectives 1, 4, 5  Hospital Objectives 3, 4, 5 | TJC EM.01.01.01 EP 7  TJC EM.02.02.01 EP 6 | [Simulation Cell] | [Emergency Department Director] | Later, an 8-year old girl is brought to local ED with a fever of 101°F and a mild cough. It is confirmed that the child is a student who was present at the pancake breakfast the male patient attended the day before. | Hospitals and healthcare facilities consult internal plans, local pandemic influenza plans, and California Pandemic Influenza Preparedness and Response Plan.  Common messaging is developed for a press release. |  |
|  | 0830 | Operational Communications  Public Health and Medical Services | PH Objectives 1, 2, 4, 5  Hospital Objectives 1, 9 |  | [Simulation Center as local hospital] | [Public Health Department Operations Center Planning Section] | Four additional third graders have been brought to [local clinic, urgent care, or hospital] reporting similar symptoms. One third grader, a 7-year old boy, has been hospitalized at the ED with pneumonia. He is placed in a bed next to an 82-year old man with a hip replacement, from a local skilled nursing facility. | Proper notifications and reporting have been made, reflecting existing plans, policies, and procedures. |  |
|  | 0905 | On-scene Security and Protection | PH Objectives 1, 2, 3, 6  Hospital Objectives  1, 4, 5 | TJC EM.03.01.03 EP 9  TJC EM.02.02.05 EP 1, 2, 3  TJC EM.03.01.03 EP 12 | [Simulation Center concerned parents] | [Hospital Security] | The 8-year old girl that presented at [local hospital] on November 13 has died. The media are beginning to report on the fatality. Worried parents of other students at the elementary school where the pancake breakfast occurred are calling in to the local health department, and some are bringing their children to local healthcare facilities, even if they are not showing symptoms. | Staff develop additional pandemic security protocols for disgruntled and anxious patrons and patients.  The incident should be noted on the appropriate forms and reported to the proper authorities. |  |
|  | 0915 | Public Health and Medical Services | PH Objective 1, 2, 5  Hospital Objective 6 | TJC EM.03.01.03 EP 10  TJC EM.03.01.03 EP 2 | [Simulation Cell as intake nurse] | [HCC Incident Commander] | The hospital is experiencing a surge of patients with ILI symptoms. Current operations are overwhelmed with the influx of patients. Other local healthcare facilities are also reporting surges in the number of patients seeking health services. | Activate Hospital Incident Command System (HICS) or Incident Command System (ICS), Surge plans are activated and carried out. | Is Command Center Activated? |
|  | 0920 | Operational Coordination and On-site Incident Management | PH Objectives 1, 2, 3, 4  Hospital Objectives 3, 4, 9 | TJC EM.01.01.01 EP 7 | [HCC Planning Section Chief] | [HCC Incident Commander] | HICS / ICS 201 Incident Briefing, 202 Incident Objectives, 204s Assignment List and 215A Safety Analysis / Incident Action Plan (IAP) Quick Start needs to be developed and shared with appropriate staff and health care entities.\*\*see IAP description | HICS / ICS 201 sent to HCC Incident Commander |  |
|  | 0930 | Public Health and Medical Services  Operational Coordination and On-site Incident Management | PH Objectives  1,5, 6  Hospital Objectives  4, 5, 6 |  | [Simulation Cell as Health Care Facility Staff] | [HCC Incident Commander] | The 41-year old man’s elderly mother has died and the other two patients from her nursing home (one, a dialysis patient) are in critical condition. In addition, there are multiple [insert County, City, Agency] employees reporting similar symptoms, and one employee has already died away from illness. Multiple staff members are impacted. |  |  |
|  | 0945 | Public Health and Medical Services  Emergency Public Information and Warning  Response / Health and Safety | PH Objectives 1, 5, 6  Hospital Objectives 1, 10 | TJC EM.03.01.03 EP 10  TJC EM.03.01.03 EP 12  TJC EM 02.02.11 EP 5 | [Simulation Cell as Nursing Staff] | [Hospital Administrators] | Hospital administrators are beginning to hear concerns being raised by nursing staff about the pandemic influenza. The Director of Nursing wants to clarify the issues and precautions in order to provide information to hospital staff. | Alert and/or activate mental health protocols.  Re-enforce pandemic protocols and procedures.  Based on public health messaging, develop information specifically for healthcare workers.  Advise staff of required Personal Protective Equipment (PPE) and inventory |  |
|  | 1008 | Operational Coordination and On-site Incident Management | PH Objectives 1, 5  Hospital Objectives 1, 2, 5, 7 | TJC EM.03.01.03 EP 7  TJC EM.03.01.03 EP 8 | [Simulation Cell as local hospital representative] | [Public Health DOC Logistics Branch] | Hospitals, clinics, and long-term care facilities need gloves, N95 (face mask) respirators, sanitizer, and disposable linens. | Initiate resource request process for needed items.  Initiate the resource request process for medical materials through the Medical and Health Operational Area Coordinator (MHOAC) Program, by coordinating with local agencies such as Public Health, EMS, and the EOC |  |
|  | 1010 | Fatality Management Services | PH Objectives 6  Hospital Objective 13 |  | [Simulation Cell as Medical Examiner/Coroner] | [Public Health DOC Director] | The Coroner/Medical Examiner calls to report that there have been 11 deaths in the past 24 hours, seven more than just a few hours earlier, which far exceeds the number that the Coroner/Medical Examiner normally handles. | Determine if Mass Fatality Plans should be activated. |  |
|  | 1011 | Operational Coordination and On-site Incident Management | PH Objective 5  Hospital Objective N/A |  | [Simulation Cell as MHOAC] | [Healthcare facilities] | The MHOAC is requesting status updates for situation reporting | Provide situation information as requested by the MHOAC program via the appropriate reporting channels |  |
|  | 1030 | Public Health and Medical Services  Emergency Public Information and Warning | Public Health Objectives 4  Hospital Objectives 1, 2, 9 | TJC EM.03.01.03 EP 7 | [Simulation Cell as concerned citizens] | [Public Health or Hospital Help Line] | In addition to in-person arrivals at the hospital, hospital and public health staff have fielded numerous phone calls from individuals calling about their ILI symptoms. Many were present at the school event three days before. | Get all information from individuals who call asking for advice.  Give answers to frequently asked questions to all personnel answering phone lines. |  |
|  | 1032 | Operational Coordination and On-site Incident Management | Public Health Objectives 1  Hospital Objectives N/A |  | [Simulation Cell as CDPH] | [County EOC] | A Situation Report is being requested by the State. | The MHOAC should consolidate and disseminate the epidemiological surveillance information collected from the Operational Area (OA). |  |
|  | 1040 | Critical Transportation  Operational Coordination and On-site Incident Management | Public Health Objectives 2, 5  Hospital Objectives 2, 5, 6 | TJC EM.03.01.03 EP 7  TJC EM.03.01.03 EP 2 | [Simulation Cell as County EMS] | [Public Health DOC EMS Branch] | Hospitals in the county are currently spending more time on diversion than ever before. He needs to know if they can take patients to an alternative care facility. | EOC advises an overall change in EMS transport priorities for the duration of the pandemic. |  |
|  | 1050 | Emergency Public Information and Warning | Public Health Objectives 2, 3  Hospital Objectives  2 | TJC EM.03.01.03 EP 7  TJC EM.02.02.01 EP 6 | [Simulation Cell as local media] | [PIO / Administration] | Media are on-scene at various healthcare facilities and have requested interviews with doctors, officials, and public health. | PIO is alerted and has a consistent message with accurate information to give media outlets. |  |
|  | 1055 | Emergency Public Information and Warning | Public Health Objectives 2, 3  Hospital Objectives N/A |  | [Simulation Cell as Public Health Director] | [Public Health DOC PIO] | The Public Health Director has requested a press release. He requests that the press release include details on local, regional, and state initiatives for the pandemic influenza. The press conference will be held at 1700 hours this afternoon. | Verify who will speak at the press conference, how long they will be speaking, and whether they will be taking questions from the media.  Develop detailed press briefing that will dispel some of the fears and rumors in the community.  Develop an organization chart for the public showing the major players’ roles and responsibilities. |  |
|  | 1100 | Operational Communications  Emergency Public Information and Warning | Public Health Objectives 1  Hospital Objectives 2, 5 | TJC EM.03.01.03 EP 7  TJC EM.02.02.01 EP 6 | [Simulation Cell as CDPH] | [Public Health Director] | CDPH query: What is your Health Officer’s recommendation regarding school closure? | Consult all relevant pandemic plans and implement strategy.  Consult with or establish a policy group.  Discussion of school closure recommendations and report back to CDPH. |  |
|  | 1135 | Critical Transportation  Emergency Public Information and Warning  Public Health and Medical Services  Public and Private Services and Resources | Public Health Objectives 2, 5, 6  Hospital Objectives 2, 6, 8 | TJC EM.03.01.03 EP 7  TJC EM.03.01.03 EP 2  TJC EM.03.01.03 EP 12 | [Simulation Cell as local hospitals] | [Public Health DOC Planning Branch] | Healthcare facilities are currently at 110% capacity.  Public Health has identified and activated three alternative care sites. Many healthcare facilities and first responders are still unaware of the availability of these alternative care sites. | Healthcare facilities expand operations at other sites on their campuses.  Healthcare facilities attempt to augment their staff with non-traditional personnel (recently retired, etc.).  Healthcare facilities call local public health for assistance finding other personnel. |  |
|  | 1143 | Operational Coordination and On-site Incident Management | Hospital Objectives 1, 2, 3, 5 |  | [Simulation Cell as Healthcare facility Incident Commander.] | [Simulation Cell as executive leadership of a Healthcare facility.] | Executive leadership of a Healthcare facility has asked whether or not Continuity of Operations Plans (COOP) or Business Continuity Plan (BCP) have been activated. | Refer to the COOP or BCP to determine if and when activation is needed, and assign staff to begin planning for recovery.  Include recovery plans and forecasts into the IAP. |  |
|  | 1200 | N/A | N/A |  | Exercise Director | All Participants | End of Exercise (EndEx) | At the direction of the Exercise Director, all Exercise activities will conclude. |  |
|  | 1200-1230 | N/A | N/A |  | Exercise Director | All Players | A Hot Wash will be conducted for all exercise players. Senior Evaluator shall collect all participant feedback forms. | Controllers will ensure direction is provided. Hot Wash will capture brief, high-level feedback on the exercise and player performance. |  |
|  | 1230-1330 | N/A | N/A |  | Exercise Director | Controllers and Evaluators | C/E Debriefing | A C/E Debrief will be conducted for all exercise Controllers and Evaluators to capture observations and feedback. |  |
|  | 1330 | N/A | N/A |  | Exercise Director | All Players | Adjourn | Collect all feedback, paperwork, and any equipment that must be returned. Adjourn and thank you. |  |

**\*Public Health Preparedness Capabilities:**

<https://www.cdc.gov/phpr/readiness/capabilities.htm>

**\*\*IAP Form Descriptions:**

Hospital Incident Command System Action Plan Forms:

<http://hicscenter.org/SitePages/HICS%20Forms.aspx>

FEMA Emergency Management Institute Action Plan Forms:

<https://training.fema.gov/icsresource/icsforms.aspx>

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