

[INSERT YEAR] STATEWIDE MEDICAL AND HEALTH EXERCISE

BEHAVIORAL HEALTH OBJECTIVES[[1]](#footnote-1)

**How To Use This Document:** *The purpose of this document is to provide sample objectives
and capabilities for exercise planners to select from in designing their Statewide Medical and Health Exercise (SWMHE). These capabilities and their supporting objectives were identified based on the Multi-Year Training and Exercise Plan developed by the California Department of Public Health (CDPH). To access this document, please visit* [*http://www.californiamedicalhealthexercise.com*](http://www.californiamedicalhealthexercise.com).

*To use this document, insert your agency/organization’s name in the bracketed text in the header that reads “INSERT NAME OF AGENCY/ORGANIZATION HERE.” Review the suggested capabilities and objectives and* ***consider them as options to create an Exercise Plan that is customized to the unique characteristics of your organization******and community****. Select and modify as needed. According to the Federal Emergency Management Agency (FEMA),* ***ten or fewer objectives are recommended for a functional exercise****.*

## APPLICABLE CAPABILITIES

* Health Care Preparedness and Response Capability 1: Foundation for Health Care and Medical Readiness

Goal of Capability 1: The community has a sustainable Health Care Coalition – comprised of members with strong relationships – that can identify hazards and risks and prioritize and address gaps through planning, training, exercising, and acquiring resources.

* Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination

Goal for Capability 2: Health care organizations, Health Care Coalitions, and their jurisdictions collaborate to share and analyze information, manage resources, and coordinate strategies to deliver acute medical care to all populations during emergencies and planned events. Simultaneous response and recovery operations result in a return to normal or improved operations.

* Health Care Preparedness and Response Capability 4: Medical Surge

Goal for Capability 4: Health care organizations – including hospitals, emergency medical services (EMS), and out of hospital providers – deliver timely and efficient care to their patients event when the demand for health care services exceeds available supply. The Health Care Coalition coordinates information and all available resources for its members to maintain conventional surge response. When an emergency overwhelms the Health Care Coalition’s collective resources, the Health Care Coalition facilitates the health care system’s transition to contingency and crisis surge response and its return to conventional standards of care.

# PROPOSED OBJECTIVES

## OBJECTIVE ONE

Alert and notify facility or agency Command Center and key service line staff within [insert timeframe] of the incident(s). *Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* Utilize and test redundant communication systems [insert specific system to test, such as radio, email, mass notification software, etc.] to notify internal and Command Center staff of the incident within [insert timeframe]
* Make appropriate notifications to staff (e.g., email, text phone calls, etc.) and [insert agency/organization partners] within [insert timeframe]

## OBJECTIVE TWO

Activate and staff the Incident Command System (ICS) and Command Center within [timeframe]. *Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* The Incident Commander will establish the command structure and setup ICS within [insert timeframe] of initial incident notification
* Alert all staff of Command Center activation and relevant points of contact within the Command Center staff via [insert appropriate notification vehicle, such as email, text, or other internal notification system] within [insert timeframe]

## OBJECTIVE THREE

Develop an Incident Action Plan (IAP) and conduct [number of] associated meetings (e.g., incident briefing) within the first operational period. *Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination, Health Care Preparedness and Response Capability 1: Foundation for Health Care and Medical Readiness*

Sample Task(s):

* Coordinate with partner agencies (e.g., emergency management, law enforcement, emergency medical services, public health) to gain situational awareness and calculate estimates of behavioral health impact for each incident within [insert timeframe]
* Draft operational objectives based on the estimated behavioral health impacts and share with partner agencies within [insert timeframe]
* Review organizational ability to provide a surge of behavioral health services and information to patients, victims, family members, as well as staff and first responders from partner agencies
* Disseminate the approved IAP, including sharing IAP information in incident briefings and dissemination of the IAP with [insert other programs within your jurisdiction/agency/organization]
* Report and document the incident by completing and submitting required forms, situation reports, documentation, and follow-up notations to [insert relevant partner agencies/organizations] within [insert timeframe] of the end of each operational period
* Include operational objectives for demobilization/recovery in each operational period
* Incorporate updates based on evolving mental health needs and risk

## OBJECTIVE FOUR

Implement appropriate [insert communication strategies, such as page, email, or intercom announcement] within [insert timeframe] for information and incident sharing within the agency. *Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* Utilize communications as an opportunity to update contact lists and directories in current facility emergency operations plans and procedures. Compile and submit a list of updated contact information to the [e.g., Incident Commander] by the end of the exercise
* Complete and use [insert specific form/medium, e.g., HICS 213 General Message Form] to document all messages between response areas

## OBJECTIVE FIVE

Initiate communication strategies [such as page, email, etc.] within [insert timeframe] between the Command Center and the [local Operational Area (OA) / Department Operations Center (DOC) / Emergency Operations Center (EOC]) and other partner agencies. *Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* Issue, receive, and confirm incident information and messages
* Include at least one redundant system (e.g. satellite phones, ‘800’ MHz radios, WebEOC, HAM radio)
* Participate in the Joint Information Center (JIC), if established, through regular status updates, email, or an in-person designated representative, and provide behavioral health expertise
* Participate in the Family Assistance Center (FAC), if established, through in-person designated representatives or referral services, and provide behavioral health expertise

## OBJECTIVE SIX

Track behavioral health services, staff, and resources provided by the agency through the Command Center. *Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* Include on [insert applicable forms] the locations of [victims/patients/staff] treated at all sites
* Ensure that all Health Insurance Portability and Accountability Act (HIPAA) regulatory/confidentiality requirements are being met with all documentation used by assigning [insert an individual role] to review forms for compliance

## OBJECTIVE SEVEN

Assess and report behavioral health agency situation status and capability to provide care to [insert agency] within [insert timeframe]. *Health Care Preparedness and Response Capability 4: Medical Surge*

Sample Task(s):

* Provide information on services provided and number of staff available every [insert timeframe], to the [local OA / DOC / EOC]
* Share situational status updates with jurisdictional partners on estimated behavioral health impact, available resources, surge capabilities, and operational objectives every [insert timeframe]

## OBJECTIVE EIGHT

[Insert specific position, e.g., Logistics Section Chief] will send at least one resource request through the Medical and Health Operational Area Coordinator (MHOAC), and will communicate resource needs with Health Care Coalition partners to identify available assistance*. Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* Confirm communication and data interoperability for Health Care Coalition partners
* Provide emergency management and ICS expertise and assistance to Health Care Coalition partners in their response
* Activate plans and mutual aid agreements to obtain, share, and/or return healthcare coalition resources as appropriate, going through the proper resource request and resource demobilization procedures [e.g., through the local Medical Alert Center (MAC) and/or MHOAC]
* Align and dispatch limited resources according to priorities determined by executive leadership (e.g., prioritizing higher risk adults and children for immediate services, etc.)
1. . These objectives are aimed at behavioral health agencies and/or community mental health centers or groups. [↑](#footnote-ref-1)