

[INSERT YEAR] STATEWIDE MEDICAL AND HEALTH EXERCISE

EMS OBJECTIVES

**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 even 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.

* National Core Capability: Operational Communications

Goal for Operational Communications: Ensure the capacity for timely communications in support of security, situational awareness, and operations by any and all means available, among and between affected communities in the impact area and all response forces.

* National Core Capability: Planning

Goal for Planning: Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.

* National Core Capability: Public Information and Warning

Goal for Public Information and Warning: Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

# PROPOSED OBJECTIVES

## OBJECTIVE ONE

Activate the Incident Command System (ICS) per scenario or hazard-specific plan and/or local policies and procedures within [XX] minutes of notification of incident information that may affect normal operations. *Health Care Preparedness and Response Capability 1: Foundation for Health Care and Medical Readiness, Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* Work with jurisdictional officials to analyze data, assess emergency conditions, and determine Department Operations Center (DOC) activation levels based on the complexity of the event or incident within [insert timeframe]
* Complete a preliminary assessment of the incident, and document medical resource needs and availability (e.g., personnel, facilities, logistics, and other healthcare resources) within [insert timeframe]
* Conduct an initial incident briefing for all on-duty and recalled staff members, including communications and reporting procedures, within [insert timeframe] of incident notification
* Establish check-in procedure(s) for responding units and personnel

## OBJECTIVE TWO

Initiate coordination with the Medical and Health Operational Area Coordinator (MHOAC) Program for medical and health resource ordering within [XX] minutes of identification of need. *Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* Review local policies and procedures to determine the appropriate contact within the MHOAC Program
* Send a resource request that addresses the need, amount, supply, source, delivery location, and staging location of the resource
* Include required logistical support (“wrap around services”) such as food, lodging, and fuel as part of any resource requests sent
* Re-assess resource needs and request every [XX] minutes or during periods of low activity

## OBJECTIVE THREE

Establish, maintain, and/or update communications with jurisdictional partners (e.g., start of new Operational Period, significant changes, new important information, etc.) via local channels (e.g., radio, telephone, email, etc.) per agency protocols and Health Care Coalition Communications Plan(s) to maintain situational awareness and support response within [XX] minutes of activation. *Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* Assign secure radio channels as needed and review inter-operable communications language (e.g., plain English) for multi-agency communications with all on-duty staff at incident briefings
* Initiate documentation process of required forms and follow-up notations. Create logs of actions and messages sent and received through [insert specific form and/or digital medium]

## OBJECTIVE FOUR

Provide and/or update effective risk communication in coordination with other local and regional players through the operation of a Joint Information Center (JIC) within [XX] minutes of activation. *National Core Capability: Public Information & Warning; Operational Communications*

Sample Task(s):

* The [Public Information Officer] will coordinate with or send a representative to the JIC to ensure standardized, multi-agency messaging within [insert timeframe]
* The [Emergency Medical Services (EMS) Section Chief /EMS Director / MHOAC] shall ensure that the Fire and Law Enforcement Operational Area (OA) Coordinators and Office of Emergency Services are advised of significant medical and health mutual aid requests received and/or requested

## OBJECTIVE FIVE

Provide situational awareness update to the MHOAC Program for inclusion in the Public Health & Medical Emergency Operations Manual Situation Report within [XX] minutes of activation, and share update horizontally and vertically with Healthcare Coalition partners. *Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* The [EMS Duty Chief] shall notify the [EMS Section Chief] if requested resources are not available within the OA. The [EMS Section Chief] is responsible for authorization of out-of-county resource requests at the direction of the MHOAC
* The MHOAC, in coordination with the [EMS Section Chief], shall evaluate the current medical-health resources of the OA and ensure the integrity of the countywide medical health response system
* Continually re-assess on-scene medical resource needs every [XX] minutes

## OBJECTIVE SIX

Develop an Incident Action Plan (IAP) for the next Operational Period within [XX] hours of Command Center activation. *National Core Capability: Planning, Health Care Preparedness and Response Capability 2: Health Care and Medical Response and Recovery Coordination*

Sample Task(s):

* During the Incident, receive briefings by [Planning Section Unit Leaders and Managers] on current situation and incident objectives, develop response strategy and tactics, outline section action plan, and designate times for future briefings
* Assign [EMS Planning Section Chief] or designee to develop the IAP at designated intervals
* Facilitate and conduct incident action planning meetings with Command Staff, Section Chiefs and other key positions to plan for the next operational period
* Coordinate preparation and documentation of the IAP and distribute copies to the Incident Commander and all Section Chiefs

## OBJECTIVE SEVEN

Maintain patient tracking from the scene to the receiving facility per established methods and protocols. *Health Care Preparedness and Response Capability 4: Medical Surge*

Sample Task(s):

* Initiate the [insert appropriate patient tracking medium, e.g., HavBed, WebEOC, ReddiNet, etc.] to track the number of victims received at each health care facility, basic information, and location

## OBJECTIVE EIGHT

Maintain components of patient movement from the scene to the receiving facility per established methods and protocols. *Health Care Preparedness and Response Capability 4: Medical Surge*

Sample Task(s):

* Coordinate with state licensing and certification offices to provide liability protection for altered modes of transportation and care, and inform healthcare facilities and transport providers within [insert timeframe]
* During and after an incident, coordinate with the Local EMS Agency (LEMSA) and/or MHOAC program in assisting with the return movement of patients from medical facilities

## OBJECTIVE NINE

Plan for the activation of mental and behavioral health services as part of incident response and recovery planning. *Health Care Preparedness and Response Capability 1: Foundation for Health Care and Medical Readiness*

Sample Task(s):

* Coordinate with the MHOAC and local responding agencies to determine the need for additional behavioral and mental health services, partners, and volunteers to provide an appropriate level of care to staff, patients, and family members
* Incorporate mental and behavioral health services and agencies in all situational awareness and/or information distributed to other agencies as part of incident response