

[INSERT YEAR] STATEWIDE MEDICAL AND HEALTH EXERCISE

FIRE DEPARTMENT 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

* National Core Capability: Public Health, Healthcare, and Emergency Medical Services

Goal of Public Health, Healthcare, and Emergency Medical Services: Provide lifesaving medical treatment via Emergency Medical Services (EMS) and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support, and products to all affected populations

* National Core Capability: Operational Communications

Goal of 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: Operational Coordination

Goal of Operational Coordination: Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities

* National Core Capability: Planning

Goal of 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 of 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

* National Core Capability: Situational Assessment

Goal of Situational Assessment: Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response

# PROPOSED OBJECTIVES

## OBJECTIVE ONE

Provide situational awareness to the Medical and Health Operational Area Coordinator (MHOAC) Program for inclusion in the Public Health & Medical Emergency Operations Manual Situation Report within [XX] minutes of activation. *National Core Capability: Public Information and Warning*

Sample Task(s):

* The Incident Commander observes incident site upon arrival and conducts site assessment within [XX] minutes of activation
* Communicate incident response information to [insert position], who is responsible for informing the MHOAC within [XX] minutes of activation
* Report and document the incident by completing and submitting required forms, reports, documentation, and follow-up notations on immediate response communications through the Command Center within [XX] minutes of incident notification

## OBJECTIVE TWO

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):

* Coordinate with jurisdictional partners to determine the location of the JIC through the [Emergency Operations Center (EOC) Liaison Officer] within [XX] minutes of activation
* Obtain talking points and any applicable press release information from the EOC Public Information Officer (PIO) each time an update is called in to ensure continued, consistent messaging if department leadership or staff are asked to participate in interviews or press conferences

## OBJECTIVE THREE

Initiate the Patient Movement Plan within [XX] minutes of arriving on scene of a Mass Casualty Incident (MCI). *National Core Capability: Public Health, Healthcare and Emergency Medical Services*

Sample Task(s):

* Assess whether the resource demands exceed the capacity of the local fire department within [XX] minutes of the Patient Movement Plan’s initiation
* Establish communication links with ambulatory services within [XX] minutes of the Patient Movement Plan’s initiation, including a regular status update schedule
* Relay any information about damage to transportation infrastructure (e.g., debris on the roadway, physical damage to the roadway including to traffic signals, active power lines that have been downed, etc.) to the [Operations Section Chief] as the information becomes available

## OBJECTIVE FOUR

Activate the Incident Command System (ICS) and effectively transition into Unified Command (UC) within [XX] minutes of notification of incident information that may affect normal operations. *National Core Capability: Operational Coordination*

Sample Task(s):

* Designate the [insert position, e.g., Fire Chief, Incident Commander] as the UC representative within [XX] minutes of transitioning to UC

## OBJECTIVE FIVE

Develop an Incident Action Plan (IAP) and complete the appropriate forms for the next Operational Period within [XX] hours of Command Center activation. *National Core Capability: Planning*

Sample Task(s):

* Establish priorities and clear objectives for the incident within [XX] minutes of activation
* Complete ICS Forms [insert applicable forms] each Operational Period for review by the [insert position]
* Develop strategies to meet incident objectives and tactics/tasks to accomplish the strategies within [XX] minutes of receiving the objectives from [insert position]
* Disseminate the approved IAP, to include the sharing of IAP information in incident briefings and dissemination of the IAP with [insert other programs within your jurisdiction]

## OBJECTIVE SIX

Establish, maintain, and/or update communications with jurisdictional partners (e.g., start of new Operational Period, significant changes, new important information) via local channels (e.g., radio, telephone, email, etc.) per agency protocols to maintain situational awareness and support response within [XX] minutes of activation. *National Core Capability: Public Information & Warning Situational Assessment*

Sample Task(s):

* Implement incident communications interoperability plans and protocols within [XX] minutes of activation
* Ensure all communications used are incorporated into the Communications Plan as part of the IAP
* Ensure that all critical communications networks are functioning within [XX] minutes of activation

## OBJECTIVE SEVEN

Through UC, coordinate with emergency medical services (EMS) agencies and/or MHOAC Program for medical and health resource ordering, and to identify staging locations for ambulances and additional EMS resources within [XX] minutes of identification of need. *National Core Capability: Operational Coordination*

Sample Task(s):

* Within [XX] minutes of activation, the [insert position] will coordinate with representatives from other agencies to determine a safe, easy-to-access staging location near where patients are being treated or evacuated for resource staging
* Within [XX] minutes of activation, the [insert position] works with representatives from other agencies to pick a spot where ambulances can enter, load, and exit easily
* Coordinate with the EMS agency representatives to implement processes to order, track, assign, and release incident resources within [XX] minutes of activation

## OBJECTIVE EIGHT

Provide situational awareness update to follow-on units and gather, organize, and document incident situation and resource information to maintain situational awareness, and share information horizontally and vertically with stakeholders within [XX] minutes of arrival of follow-on units. *National Core Capability: Operational Communications; Situational Assessment*

Sample Task(s):

* Continue to provide situational reports to [insert position and/or department representative] every hour, who then provides the information to the EOC during check-ins that occur every [XX] hours

## OBJECTIVE NINE

Plan for the activation of mental and behavioral health services for all staff members as part of incident response and recovery planning. *National Core Capability: Public Health, Healthcare, and Emergency Medical Services*

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