

Home Health Instructions for 2015 Medical and Health Disaster Exercise *Anthrax Attack: Santa Barbara County*

Pre-Exercise:

- 1) Please complete the **2015 Exercise Participation Survey** on Survey Monkey by **October 30th** Use the following link to access the survey: <https://www.surveymonkey.com/r/Y29JT89>. Only complete one per facility.
- 2) Participate in exercise trainings and teleconferences leading up to the November 19th exercise date. Please see the Statewide Exercise webpage for more information about trainings and teleconferences: <http://cosb.countyofsb.org/phd/disasterprep.aspx?id=50893>
- 3) Check to be sure you are enrolled in the California Health Alert Network (CAHAN) alerting system. We will use a CAHAN alert during the week of the exercise November 16-20th and also on the day of the exercise November 19th. PHD staff will assist you to enroll. Email: Stacey.rosenberger@sbcphd.org for assistance.
- 4) Exercise Participation**
 - a) Assign staff to participate in exercise training and in the exercise on November 19th.
 - b) During the November 19th exercise your facility will be asked for:
 1. Respond to CAHAN Notification Poll
 2. Submit a Status Report with your objectives.
 3. Complete and Submit an Exercise and Evaluation form. (See the exercise instruction form below.)

During Exercise You will Use the Following Forms:

- 1) **Exercise Checklist and Evaluation Form** (attached below)
Use Exercise and Evaluation Form to record your actions during the exercise. Turn this form in to PHD at end of exercise. Stacey.rosenberger@sbcphd.org or fax to 681-5142 (EMS Office).
- 2) **Status Report Form**
You will receive a request for a status report and disaster objectives from the Public Health Department Operations Center (PHD DOC) staff via CAHAN.
 1. Share the scenario with your staff
 2. Share the status report form with your staff and discuss your objectives, and fill out the form based on the scenario.
 3. Send the status report form to the PHD DOC Clinic Branch via email or fax at DOCopsCB@sbcphd.org or fax to **805-681-5192 or 805-681-5142 alternate fax**

Teleconference

At 10:00 am on November 19th there will be a Public Information teleconference for all healthcare partners participating in the exercise. See exercise checklist for call-in information.

CAHAN Alerts

1. November 19th- Confirm CAHAN and submit Status Report to PHD DOC

2015 Home Health Exercise Checklist and Evaluation Form

At the end of the exercise **send this completed Exercise Form** to Stacey Rosenberger via email at Stacey.rosenberger@sbcphd.org or fax **805-681-5142**

Agency:

Completed by:

| Completed | Action | Time Received | Action Taken | Time Submitted | Write Your Comments and Improvements Here |
|-----------|--|---------------|--------------|----------------|---|
| | 9:00 a.m. on 11/19 receive CAHAN with a request to submit a Status Report. | | | | Confirm all CAHAN alerts. Questions? Call the Public Health DOC Operations Section 805-696-1106 |
| | Review the <u>Status Report Form</u> . Share form with staff and determine your facility's status | | | | |
| | Determine Response Objectives: List these on the <u>Status Report Form</u> . | | | | |
| | Resources: What resources might you need? List these on the Status Report Form. | | | | |
| | 9:30-10:00a.m. Submit status report via email or fax. | | | | Email : DOCOpsCB@sbcphd.org FAX: 805-681-5192/681-5142 |
| | Use PHD DOC <u>Resource Request Form</u> to make a formal request for resources. (<i>optional</i>) | | | | Email or FAX Resource Request. |
| | 10:00 a.m. PIO teleconference (<i>optional</i>) | | | | Call 1-866-906-7447 Use Passcode: 3638573 |
| | 12:00 a.m. Exercise Complete! Return this form to PHD to confirm your participation. | | | | Email: stacey.rosenberger@sbcphd.org or FAX to 681-5142 |

Thank you for participating and assisting all partners to exercise emergency response plans.