

HANDOUT # 6
May 2018 Exercises

Exercise Dates

REGION	Region 1	Region 2	Region 3	Region 4	Region 5
DATE	June 12, 2018	June 13, 2018	June 14, 2018	June 18, 2018	June 19, 2018
TIME	9am–12:45pm	9am–12:45pm	9am–12:45pm	12pm–3:45pm	9am–12:45pm

Exercise Preparation Conference Calls Statewide (All Regions):

Two opportunities will be provided for **ALL MEMBERS STATEWIDE** to participate in an IMPORTANT Exercise Preparation Conference Call:

- Date:** May 8 & May 31, 2018
- Who:** All MassMAP Members
- When:** AM Session: 10:30 am - 11:30 am
or
PM Session: 1:30 pm - 2:30 pm
- How:** Conference Call
Dial in # (641) 715-3670
Access Code 148307#

Conference Call Agenda:

- + Timeline of the exercise
- + Objectives of the exercise
- + Review Resident Accepting Expectations
- + Communication responsibilities
- + Verify tools and resources that should be downloaded and printed for the exercise

Day of Exercise:

EXERCISE EVENT	TIME	
	Region 4	Regions 1, 2, 3, 5
Exercise commences via the HHAN	12:00pm	9:00am

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EXERCISE EVENT	TIME	
	Region 4	Regions 1, 2, 3, 5
<p>RAFs receive "First Wave" of Evacuating Residents via Constant Contact Message and establish a:</p> <ul style="list-style-type: none"> + Intake or Triage area using their plans + Establish a Surge area using their plans + Contact the LTC Coordinating Center after the conference call that they "received" these residents <p>Note: No clinical hand-off calls will happen with this First Wave of Evacuating Residents</p>	12:15pm	9:15am
Complete Emergency Reporting	12:30pm	9:30am
<p>Regional Conference Call</p> <ul style="list-style-type: none"> + All Region members join call for a Situational Briefing <ul style="list-style-type: none"> ▪ Dial In #: (641) 715-3670 ▪ Access Code: 148307# 	12:30pm	9:30am
LTC Coordinating Center locates open beds and transportation for group of residents from the DSFs.	12:45pm	9:45am
<p>Some RAFs receive "Second Wave" of Evacuating Residents: LTC Coordinating Center and / or the DSF will contact RAFs to receive MORE Evacuating Residents.</p> <ul style="list-style-type: none"> + RAFs will start receiving calls from the DSFs requesting assistance with resident placement. + Clinical Handoffs for the Second Wave of Evacuating Residents will commence with the RAFs. 	1:00pm	10:00am
<p>To support the influx of residents, the RAF should have completed:</p> <ul style="list-style-type: none"> + Clinician discussions with the DSF (Clinical Handoffs) – Second Wave Only + Conducting Staff Call Backs + Contacting Vendors for supplies and equipment + "Closing the Loop" – Confirm receipt of the Residents via the LTC Coordinating Center 	2:00pm	11:00am
END EX: Exercise Concludes via HHAN message	2:30pm	11:30am
<p>All exercise participants to join the Hot Wash / Conference Call with an internal team.</p> <ul style="list-style-type: none"> ▪ Dial In #: (641) 715-3670 ▪ Access Code: 148307# 	2:45pm	11:45am
<p>Exercise concludes. Complete:</p> <ul style="list-style-type: none"> + RAF Exercise Online Questionnaire + Facility After Action Improvement Plan 	3:45pm	12:45pm