

FACILITY AFTER-ACTION REPORT / IMPROVEMENT PLAN

Facility Name	
Exercise Name	2020 Commercial Power Loss, Fire, Evacuation Tabletop Exercise
Exercise Date	October __, 2020
Scope	<p>This Tabletop exercise took place as part of the 2020 Mutual Aid Plan Conference which included members of Connecticut, Massachusetts (MassMAP), New York and Rhode Island Long Term Care Mutual Aid Plan. This exercise reinforces discussions and presentations on the CMS Emergency Preparedness Program requirements, including:</p> <ul style="list-style-type: none"> • Hazard Vulnerability Assessments (HVA) & Mitigation Plans • Plan Design and Implementation: <ul style="list-style-type: none"> ○ Emergency Preparedness Plan (EPP) ○ Incident Command System (ICS) ○ Communications Plan ○ Full Building Evacuation Plan ○ Individual Disaster Response Procedures ○ Recovery Plan & Continuity of Operations (COOP) • Training and Testing: Provide guidance on minimum requirements and effective Training and Testing Programs. <p>This Tabletop exercise included a group discussion led by a facilitator, using a narrated, clinically-relevant emergency escalating scenario. For each operational period, a scenario was presented, and the participants were charged with applying their emergency procedures by answering prepared questions, designed to challenge their emergency plans.</p>
Mission Area(s)	Response

**Healthcare
Preparedness
and Response
Capabilities**

The capabilities listed below, as identified in the 2017 – 2022 Health Care Preparedness and Response Capabilities, published in November 2016, provide the foundation for the development of the exercise objectives and scenario. The purpose of this exercise is to measure and validate the performance of the following capabilities and their associated critical tasks:

Capability 1: Foundation for Healthcare and Medical Readiness

Objective 4: Train and Prepare the Health Care and Medical Workforce

Activity 3: Plan and Conduct Coordinated Exercises with Health Care Coalitions Members and Other Response Organizations.

Capability 2: Healthcare and Medical Response Coordination

Objective 3: Coordinate Response Strategy, Resources, and Communications.

Activity 1: Identify and Coordinate Resource Needs during an Emergency

Capability 3: Continuity of Healthcare Service Delivery

Objective 6: Plan for and Coordinate Health Care Evacuation and Relocation

Activity 1: Develop and Implement Evacuation and Relocation Plans

**Threat or
Hazard**

Extreme weather produces extended loss of commercial power, followed by a fire with a sprinkler activation, forcing a partial evacuation of residents to receive facilities.

Scenarios

Operational Period 1: Loss of Commercial Power

Scenario: Sunday at 7 pm, as the result of prolonged heavy winds and rain, there is a loss of commercial power. It is determined, after consultation with the Emergency Management Agency, that it will be 48 - 72 hours before commercial power will be restored.

Operational Period 2: Fire in Resident Room

Scenario: Sunday at 10 pm, there is a fire alarm activation on the Third Floor, East Wing. As staff respond, they find a heavy smoke condition in Room 305 and a moderate smoke condition in the corridor. Water is running out of the fire room and down the corridor from a sprinkler activation.

Operational Period 3: Evacuation

Scenario: Sunday at 11 pm, the fire is out. There is extensive damage in the room of fire origin and on the three floors of the east side of the building from the sprinkler activation. After a discussion with the local Fire Department, Emergency Manager, and facility administration, it is determined that a partial evacuation/relocation of all the residents on the east side of the building is necessary.

Operational Period 4: Recovery

Scenario: It is now 6:30 am Monday. Sixty (60) residents were evacuated to receiving facilities, the press and family members are on-site, local emergency services are clearing the scene.

Sponsor

Connecticut, Massachusetts (MassMAP), New York and Rhode Island Long Term Care Mutual Aid Plan. Funded by the Connecticut and Massachusetts Department of Public Health and Rhode Island Department of Health. CEU's provided by Genesee Health Facilities Association.

Participating Organizations

Participating Organizations	
	Connecticut LTC-MAP members
	Connecticut Department of Public Health – Facilities Licensing & Investigations Section (FLIS)
	Connecticut Department of Public Health – Office of Public Health Preparedness (OPHP)
	Massachusetts Long Term Care Mutual Aid Plan Members
	Massachusetts Senior Care Association
	RPA, a Jensen Hughes Company
	Rhode Island Department of Health

Points of Contact	Healthcare Coalition of Rhode Island (HCRI)
	Rhode Island Long Term Care Mutual Aid Plan Members
	New York Mutual Aid Plan Members
	CT Assisted Living Association
	LeadingAge CT
Points of Contact	James Garrow Senior Fire & Emergency Management Consultant james.garrow@jensenhughes.com RPA, a Jensen Hughes Company 31 Cooke Street Plainville, CT 06062 (860) 793-8600
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ANALYSIS OF CORE CAPABILITIES

The following section provides an overview of the performance related to each exercise operational period and provides an opportunity to highlight strengths and areas for improvement.

Operational Period 1: Loss of Commercial Power
In your role, who would you communicate with both internal and external? What information would you exchange?
What internal actions would you expect the person in charge to take, including internal and external notifications?
How many hours of fuel do your generators have?
Does your generator, or battery back-up devices, provide alternate power for the following items? If not, what contingency plans do you have in place? <ul style="list-style-type: none">• Emergency Lighting• Fire Detection, extinguishing, and alarm systems• Sewage and waste disposal• Temperatures to protect resident health and safety and for the safe and sanitary storage of provisions• Communication Equipment such as Telephones and Internet

Strengths:	Areas of Improvement:
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Operational Period 2: Resident Room Fire
What internal actions would you expect the person in charge to take, including internal and external notifications?
Twenty (20) of the sixty (60) residents that need to be evacuated are COVID-19 Positive. What areas of your building can accommodate an internal relocation of residents (e.g., common areas) of a COVID positive, negative, and observation area?
The initial emergency relocation happens, the Fire Department has put out the fire and has left the scene. Who is the Facility Incident Commander and where will your Command Center be established?

<p>If necessary where are your established Stop-Over Points? How would you cohort your COVID positive, negative, and observation unit at your identified Stop Over location?</p>	
<p>Strengths:</p>	<p>Areas of Improvement:</p>

<p>Operational Period 3: Evacuation</p>
<p>What are the Incident Command System positions you would anticipate needing to assign at this point to manage this incident?</p>
<p>Twenty (20) of the sixty (60) residents that need to be evacuated are COVID-19 Positive. How will this impact the identification of your receiving facilities?</p>
<p>Where do you get information to give to EMS as to what transportation is necessary?</p>

<p>Communication Plan:</p> <ul style="list-style-type: none"> • How would you notify the resident's families and providers? • How would you share Medical Records and Resident Information with receiving facilities? • How would you address the transfer of the resident's medications? 	
<p>Strengths:</p>	<p>Areas of Improvement:</p>

<u>Operational Period 4: Recovery</u>
<p>Who will craft and deliver a message to the media, or will no message be given?</p>
<p>Who will follow up with families and the evacuated residents in the receiving facilities?</p>
<p>What are your Short Term Temporary Recovery needs?</p>

What are your Long Term Recovery needs?	
Strengths:	Areas of Improvement:

EXECUTIVE SUMMARY / IMPROVEMENT PLAN

Major Strengths

Instructions to participant: At the end of the exercise, summarize at least 3-5 items identified as major strengths in your planning, procedures, and response.

The major strengths identified during this exercise are as follows:

Primary Areas for Improvement

Instructions to participant: At the end of the exercise, prioritize the top 3-5 issues identified as primary areas for improvement in your planning, procedures, and response, and develop an action plan for improvement:

The Primary Areas for Improvement identified during this exercise are as follows:	Action Plan for Improvement:	Responsible	Projected Completion Date"
<i>EXAMPLE: We determined that the overhead page was not heard in 100% of our building</i>	<ol style="list-style-type: none"> 1. Develop a plan to increase speaker capacity throughout the building 2. Develop a contingency plan 	Director of Maintenance	9/1/2020