

EXERCISE EVALUATION GUIDE (EEG)

<p>Exercise Name: Massachusetts Long Term Care Mutual Aid Plan (MassMAP) Full-Scale Exercise</p> <p>Exercise Date: _____</p>	<p>Organizations: Massachusetts Long Term Care Mutual Aid Plan (MassMAP) Member Facilities</p>	<p>Location Evaluated: Disaster Struck Facility Command Center:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Facility Name</p>
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Healthcare Preparedness and Response (HCPR) Capabilities

HCPR Capability 2 Objective 3 Activity 1: Identify and Coordinate Resource Needs during an Emergency

Critical Tasks:

- Implement internal disaster notification, and activate Disaster Struck Facility Command Center
- Assign Incident Command roles to key members of leadership team
- Create an Incident Action Plan to prioritize objectives
- Determine the transportation needs of the full census of their building at the time of the exercise by completing Transportation Evacuation Surveys.

HCPR Capability 3 Objective 6 Activity 2: Develop and Implement Evacuation and Relocation Plans

Critical Tasks:

- Demonstrate effective response and evacuation coordination by DSF personnel through the use of IC and community partner involvement.
- Clinicians from DSF and leadership determine placement of mock residents based on bed availability and categories of care
- Ensure that evacuated DSFs completes the MassMAP Emergency Evacuation Form (10% of their license beds up with a max of 20 forms completed)
- Demonstrate the ability to track residents by properly completing required documents (Master Evacuation Tracking sheets)
- (Simulate) DSF confirms that the RAF will communicate to family after completion of this phone call and other relatable information.

HCPR Capability 2 Objective 2 Activity 3: Utilize communication systems and platforms

Relates to Healthcare System Preparedness Capabilities: Information Sharing

Critical Tasks:

- Ensure that MassMAP member provide ongoing information and situational reports via online emergency reporting system as their internal situations escalates.

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Massachusetts Long Term Care Mutual Aid Plan
Full Scale Exercise

Capability Objective	Associated Critical Tasks	Observation Notes and Explanation of Rating	Target Rating
<p>HCPR Capability 2 Objective 3 Activity 1: Identify and Coordinate Resource Needs during an Emergency</p>	<ul style="list-style-type: none"> • Implement internal disaster notification, and activate Disaster Struck Facility Command Center • Assign Incident Command roles to key members of leadership team • Create an Incident Action Plan to prioritize objectives • Determine the transportation needs of the full census of their building at the time of the exercise by completing Transportation Evacuation Surveys. 		
<p>HCPR Capability 3 Objective 6 Activity 2: Develop and Implement Evacuation and Relocation Plans</p>	<ul style="list-style-type: none"> • Demonstrate effective response and evacuation coordination by DSF personnel through the use of ICS and community partner involvement. • Clinicians from DSF and leadership determine placement of mock residents based on bed availability and categories of care • Ensure that evacuated DSFs completes the Emergency Evacuation Form (10% of their license beds up with a max of 20 forms completed) • Demonstrate the ability to track residents by properly completing required documents (Master Evacuation Tracking sheets) 		

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	<ul style="list-style-type: none"> • (Simulate) DSF confirms that the RAF will communicate to family after completion of this phone call and other relatable information. 		
<p>HCPR Capability 2 Objective 2 Activity 3: Utilize communication systems and platforms</p>	<ul style="list-style-type: none"> • Ensure ongoing communication capability throughout the exercise by employing redundant systems (e.g., landline telephone, cellular telephone, text, e-mail, fax and other 2-way communications and MassMAP website) • Ensure emergency reporting on LTC-MAP website is completed within 30 minute established timeline. • Ensure that MassMAP members provide ongoing information and situational reports via online emergency reporting system as their internal situations escalates. 		
		Final Core Capability Rating	

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Any suggestions for MassMAP plan improvements:

Any Exercise Suggestions:

Other Disaster Struck Facility Command Center Comments:

Evaluator Name _____

Evaluator E-mail _____

Phone _____

Ratings Key

- P – Performed without Challenges
- S – Performed with Some Challenges
- M – Performed with Major Challenges
- U – Unable to be Performed

**PLEASE FAX COMPLETED EEG TO 860-793-4880 or e-mail to
kim.joyce@jensenhughes.com
By: October 8, 2021**

Ratings Definitions

<p>Performed without Challenges (P)</p>	<p>The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws.</p>
<p>Performed with Some Challenges (S)</p>	<p>The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified.</p>
<p>Performed with Major Challenges (M)</p>	<p>The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws.</p>
<p>Unable to be Performed (U)</p>	<p>The targets and critical tasks associated with the core capability were not performed in a manner that achieved the objective(s).</p>