

FACILITY AFTER-ACTION REPORT / IMPROVEMENT PLAN

Facility Name	_____
Exercise Name	2023 Burst Sprinkler Pipe, Internal Flood, Loss of Phones & IT, Loss of Power, Facility Evacuation and Recovery Tabletop Exercise
Exercise Date	<ul style="list-style-type: none"> ● Wednesday, June 7, 2023 (RI LTC-MAP) ● Tuesday, June 13, 2023 (CT LTC-MAP) ● Wednesday, June 14, 2023 (CT LTC-MAP) ● Thursday, June 15, 2023 (CT LTC-MAP) ● Tuesday, June 20, 2023 (MassMAP) ● Wednesday, June 21, 2023 (MassMAP) ● Thursday, June 22, 2023 (MassMAP)
Scope	<p>This Tabletop exercise was part of the 2023 Long Term Care Mutual Aid Plan (LTC-MAP) Annual Education Conferences, including Rhode Island, Connecticut, and Massachusetts (MassMAP) LTC-MAP members. 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 practical 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 tasked with applying their emergency procedures by answering prepared questions designed to challenge their emergency response plans.</p>



Mission Area(s)	Response
<p>Healthcare Preparedness and Response Capabilities</p>	<p>The capabilities listed below, as identified in the 2017 – 2022 Health Care Preparedness and Response Capabilities, published in November 2016, provide the foundation for developing 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:</p> <p>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.</p> <p>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</p> <p>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</p>
<p>Threat or Hazard</p>	<p>A sprinkler pipe burst causes extended internal flooding in and around the electrical room, followed by the loss of phones, internet, and commercial and generator power, forcing a full-building evacuation of residents to receive facilities.</p>

Scenarios

Module 1 / Operational Period 1: Burst Sprinkler Pipe

Scenario: Your current census is 80% of your licensed beds. At approximately 6:15 am, the fire alarm activates. The charge nurse reports to the fire alarm panel, and it states, “Water Flow.” She is unsure what that means and attempts to call the Maintenance Director however, and the phone lines are dead. Staff informs her that a sprinkler pipe burst near the mechanical/electrical room, and water is everywhere. Upon fire department arrival, they are directed to the mechanical/electrical room.

Module 2 / Operational Period 2: Loss of Power

Scenario: The fire department was able to stop the flow of water. The mechanical/electrical room suffered extensive damage. The internet switch and router are not operating. The fire department has called in the electrical inspector as there is water in the main electrical panels and the generator transfer switch. The electrical inspector has requested a visual inspection on the panels as there is a moderate amount of water inside the panel.

Sparking is noted inside the electrical panel. Breakers begin to trip, and smoke is present. The electrical inspector orders an immediate shutdown at the main breaker and the backup generator transfer switch. At this time, there is no power in the building.

Module 3 / Operational Period 3: Evacuation Preparation

Scenario: 7:30 am. The facility leadership team and municipal partners have decided to evacuate due to the unknown downtime of loss of power. The facility Command Center is initiating the Evacuation Plan. The Fire Department is asking what resources are needed. The local media are outside the facility filming the situation. There are multiple social media posts of “something going on.” These posts are starting to trend, and there are many community comments.

Module 4 / Operational Period 4: Recovery

Scenario: It is now 1:30 pm. All Preparatory actions for the evacuation have been accomplished, and the evacuation/movement of residents is well underway.

Sponsor

Connecticut, Massachusetts (MassMAP), and Rhode Island Long Term Care Mutual Aid Plans (LTC-MAPs). Funded by the Connecticut and Massachusetts Departments of Public Health and the Rhode Island Department of Health.



Participating Organizations

Participating Organizations	
	Connecticut Long-Term Care Mutual Aid Plan (LTC-MAP) Members
	Connecticut Department of Public Health (DPH), Facilities Licensing & Investigations Section (FLIS)
	Connecticut Department of Public Health (DPH), Office of Public Health Preparedness and Response (OPHPR)
	Jensen Hughes, Inc.
	Massachusetts Long-Term Care Mutual Aid Plan (MassMAP) Members
	Massachusetts Senior Care Association
	Massachusetts Department of Public Health, Office of Preparedness Emergency Management
	Rhode Island Long-Term Care Mutual Aid Plan (LTC-MAP) Members
	Rhode Island Department of Health (DOH), Center of Emergency Preparedness and Response (CEPR)
	Healthcare Coalition of Rhode Island (HCRI)

Points of Contact

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ANALYSIS OF CORE CAPABILITIES

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

Module 1 / Operational Period 1: Burst Sprinkler Pipe	
Who would be the initial facility Incident Commander? What internal actions would you expect them to take?	
What internal and external notifications would be made? What information would be exchanged?	
What plans, policies, and procedures should be activated?	
With the loss of phones/internet/medical records, develop a list of how this will affect your operations and what can be done to mitigate the effects on a short-term and long-term basis.	
Strengths:	Areas of Improvement:

Operational Period 2: Loss of Power
What are your primary concerns about the current situation?
List what plans, policies, or procedures can assist you in managing this event?
Are there regulatory requirements that you should be considering?
What are the steps to activate the LTC-MAP in your state?
Department-Specific Actions: List 3 - 4 actions that Administration, Nursing, Maintenance, and Dietary would each need to take?

Strengths:	Areas of Improvement:
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Operational Period 3: Evacuation Preparation

What are your expectations of the LTC-MAP to support your facility evacuation? What resources would you request from the LTC Coordinating Center?

Where would you establish your internal holding area(s)? What staff and supplies do you need for your holding area(s)?

What additional Nursing Home Incident Command System (NHICS) positions would you anticipate needing to assign at this point to manage the evacuation? Incident Command, Liaison / PIO, Safety, Medical / Technical Specialist(s), Operations, Planning, Logistics, Finance, etc.?

How would you determine which residents/units to evacuate first?

How would you prioritize the evacuation?

How do you prepare the residents for the evacuation?

What needs to go with them?

Where do you get the information to give to the Fire Department/EMS and the LTC Coordinating Center as to what transportation vehicles are needed?

Where would vehicle staging be located?

Who would manage the vehicle staging area?

Is this part of your Full Building Evacuation Plan?

<p>Ongoing Communications: What actions would the facility Incident Commander and/or PIO take to address the media inquiries?</p> <p>How and who would notify residents' families and physicians?</p> <p>How would you share medical records and resident information with resident-accepting facilities?</p> <p>How would you address the transfer of the resident's medications?</p>	
<p>Strengths:</p>	<p>Areas of Improvement:</p>
<p><u>Operational Period 4: Recovery</u></p>	
<p>Do you have a Business Agreement with Restoration Contractor?</p> <p>If so, are they listed as a vendor in your EOP?</p> <p>List their contact information.</p>	
<p>How are the financials managed between the Disaster Struck Facility (DSF) and the Resident Accepting Facilities (RAFs)?</p>	



What are your short-term recovery goals? (7 - 10 days), What are your long-term recovery goals? (>10 days)
How will you communicate with residents and their families at the receiving facilities?

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 staff did not have knowledge of the "waterflow" code on the fire alarm panel.</i>	<ol style="list-style-type: none"> 1. <i>Develop a plan to train all staff on the fire alarm operation.</i> 2. <i>Add this component to onboarding and annual training.</i> 	<i>Director of Maintenance</i>	<i>9/1/2023</i>