

Northeast Texas Preparedness Coalition

(Hospital Preparedness Program: Trauma Service Area-F)

Multi-year Training and Exercise Plan

January 11, 2018



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PREFACE

The Northeast Texas Preparedness Coalition's (NETPC's) Multi-Year Training and Exercise Plan (MYTEP) is the roadmap to accomplish the organizational priorities in accomplishing the development and maintenance of the overall preparedness capabilities required to facilitate effective response to all hazards faced by NETPC. This organization is pursuing a coordinated preparedness strategy that combines enhanced planning, resource acquisition, innovative training and realistic exercises to strengthen its emergency preparedness and response capabilities. The training and exercises play a crucial role in providing the organization with a means of attaining, practicing, validating and improving its high-priority capabilities.

The NETPC MYTEP covers three fiscal years or three budget periods in conjunction with the Hospital Preparedness Program (HPP). This document is considered a living document and will be adjusted as needed and at least annually. The MYTEP is completed through polling the workgroups of the coalition on what each organization is planning on focusing on through their organizational training, any planned exercises, as well as what they would like to focus on but cannot due to barriers. Suggestions on what NETPC should focus over the next three years are polled from the workgroups as well.

The NETPC MYTEP is not an organizational requirement, rather a roadmap or a guide in which training calendars can then be constructed from.

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PURPOSE

The purpose of the Multi-year Training and Exercise Plan (MYTEP) is to document the Northeast Texas Preparedness Coalition's (NETPC's) overall training and exercise program priorities for a specific multi-year time period. It is considered to be a living document that can be updated and refined annually. These priorities are linked to corresponding public health and healthcare preparedness capabilities, and, if applicable, a rationale based on existing strategic guidance, threat assessments, corrective actions from previous exercises, or other factors. This MYTEP identifies the training and exercises that will help the organization build and sustain the core capabilities needed to address its training and exercise program priorities.

The MYTEP should lay out a combination of progressively building exercises – along with the associated training requirements – which address the priorities identified in the Training and Exercise Planning Workshop (TEPW). A progressive, multi-year exercise program enables organizations to participate in a series of increasingly complex exercises, with each successive exercise building upon the previous one until mastery is achieved. Further, by including training requirements in the planning process, organizations can address known shortfalls prior to exercising capabilities.

Included in this MYTEP is a training and exercise schedule, which provides a graphic illustration of the proposed activities, scheduled for the years 2018-2020.

PARTICIPATING ORGANIZATIONS

Creating a comprehensive MYTEP requires collaboration with a variety of stakeholders to ensure the community has the necessary medical equipment and supplies, real-time information, communication systems, and trained and educated health care personnel to respond to an emergency. These stakeholders may include core public health departments, hospitals, emergency medical services (EMS), and emergency management agencies.

Public Health Organizations

- The Texas Department of State Health Services
- Piney Woods Regional Advisory Council
- Northeast Texas Regional Advisory Council

Healthcare Organizations/Providers/Suppliers/Facilities

- CHRISTUS St. Michael Health System – Texarkana and Atlanta Hospitals
- HealthSouth Rehabilitation Hospital Texarkana
- Paris Regional Medical Center
- Wadley Regional Medical Center
- City of Atlanta Fire Department and EMS
- Champion EMS
- Hopkins County EMS
- LifeNET EMS
- City of Paris EMS
- Titus Regional Medical Center EMS

Emergency Management Agencies

- Ark-Tex Council of Governments
- Reno Police Department
- City of Texarkana Office of Emergency Management
- City of Paris Office of Emergency Management

Other Organizations

- American Red Cross

PROGRAM PRIORITIES

Program priorities were determined through a resource assessment, regional hazard assessment, member organization survey, and group discussions. These priorities are supported by domains from the Centers for Disease Control and Prevention, Public Health Emergency Preparedness Capabilities, and Hospital Preparedness Program Capabilities. The capabilities and domains have been analyzed to determine their relationship and their relevance to the program priorities determined by the coalition.

Regional Communication

- Share situational awareness across the health care and public health systems.
- Share emergency information and warnings across disciplines, jurisdictions, and HCCs and their members.
- Coordinate a communication procedure for pre- and post-incident information across sectors and coalition members.
- Facilitate Public Information Officer (PIO) training across the region.

Corresponding Public Health Preparedness Domain:

- Information Management

Corresponding Public Health and Healthcare Preparedness Capabilities:

- Public Health Emergency Preparedness Capabilities:
 - C4: Emergency Public Information and Warning
 - C6: Information Sharing
- Healthcare Preparedness Capability:
 - Health Care and Medical Response Coordination

Rationale:

- Communication was identified as a regional issue by 13 attendees of the January 2018 coalition meeting. This encompassed almost half of the attendees and every workgroup in attendance.
- Specifically, PIO training was requested by three attendees.

Supporting Training Courses and Exercises:

- G289/IS-29 Public Information Officer Awareness
- G290 – Basic Public Information Officer

- G291/E-L0387 Joint Information System/Joint Information Center Planning for Tribal, State, and Local PIOs
- E/L0388 – Advances Public Information Officer
- Master Public Information Officer Program
 - E0389 – Master Public Information Officer Part 1
 - E0393 – Master Public Information Officer Part 2
 - E0394 – Master Public Information Officer Part 3
- IS-702 – NIMS Public Information Systems

All-Hazards Preparedness

- Regional preparedness based on the all-hazards approach.
- Special consideration taken into account for specific threats such as active shooters, improvised explosive devices, and other threats identified in the workgroup survey completed on January 11, 2018.
- Data management during an incident.
- Donations management during and after an incident.
- Volunteer management during and after an incident.

Corresponding Public Health Preparedness Domain:

- Community Resilience

Corresponding Public Health and Healthcare Preparedness Capabilities:

- Public Health Emergency Preparedness Capabilities
 - C1: Community Preparedness
 - C2: Community Recovery
- Healthcare Preparedness Capabilities:
 - C1: Foundation for Health Care and Medical Readiness

Rationale:

- Active Shooter Training was requested by 13 attendees of the January 2018 coalition meeting. This encompassed all sectors and workgroups in attendance. Data management, donations management, and volunteer management were also identified as regional gaps.
- All-hazards approach was identified as the regional approach to training during the Regional Hazards Vulnerability Assessment.

Supporting Training Courses and Exercises:

- Active Attack Integrated Response Course (AAIR) Train the Trainer
- ALERRT Conference

- Homeland Security IED Training – TBD
- All-Hazards Approach Training - TBD
- G288 – Donations Management Workshop
- G108 – Community Mass Care Management
- E288 – State Volunteer and Donations Management
- IS288 – The Role of Voluntary Agencies in Emergency management
- IS230 – Principles of Emergency Management
- IS100 – Introduction to the Incident Command System
- IS700 – National Incident Management System, An Introduction
- E288 – State Volunteer and Donations Management Course

Management of Emergency Operations Center

- Coordination of an Emergency Operations Center.
- Training and assigning of roles in an Emergency Operations Center.
- Scale up and scale down of Emergency Operations Center.
- Training on the WebEOC procedures and capabilities.

Corresponding Public Health Preparedness Domain:

- D2: Incident Management

Corresponding Public Health and Healthcare Preparedness Capabilities:

- Public Health Emergency Preparedness Capabilities
 - C3: Emergency Operations Coordination
- Healthcare Preparedness Capabilities
 - C2: Health Care and Medical Response Coordination

Rationale:

- During the last mandatory bed count, two hospitals were identified as not having staff trained properly for WebEOC bed counts.
- During the January 2018 coalition meeting, workgroups requested training on WebEOC and on Emergency Operations Centers.

Supporting Training Courses and Exercises:

- WebEOC Training to new staff and annual to all users
- IS-100, IS-200, IS-300, IS-400, IS-700, and IS-800
- Additional EOC Training To Be Determined
- Tabletop Exercises to Test EOC Knowledge and Capabilities - TBD

First Responder/Coalition Member Safety and Training

- Ensure the safety and well-being of first responders and coalition members before, during, and after incidents.
- Provide training to first responders and coalition members regarding incident scenarios, regional exercises, workshops, and other training as requested.

Corresponding Public Health Preparedness Domain:

- D4: Countermeasures and Mitigation

Corresponding Public Health and Healthcare Preparedness Capabilities:

- Public Health Emergency Preparedness Capabilities:
 - C14: Responder Safety and Health
- Healthcare Preparedness Capabilities:
 - C3: Continuity of Health Care Service Delivery

Rationale:

- During one-on-one meetings with coalition members in the fall of 2017, first responder safety and health was identified as a priority of the region. However, many organizations do not have the funds individually to support this priority.
- In January 2018, NETPC decided to make first responder safety and health one of its priorities in alignment with Capability 3 of Healthcare Preparedness: Continuity of Health Care Service Delivery.

Supporting Training Courses and Exercises:

- Training is to be determined and will be added as identified.

Methodology and Tracking

The training courses and exercises selected were deemed most appropriate to assist in strengthening the program priority capabilities for the Northeast Texas Preparedness Coalition. For each key area addressed, the coalition coordinator decided upon a cycle, mix and range of training courses/activities and exercises that will allow the organization to increase its preparedness through a deliberate and progressive training and exercise approach. The results of the training activities and implementation of the corrective action recommendations resulting from exercises will be monitored to ensure a consistent approach to continually improve planning, training, and exercising cycle to guarantee full development of each priority and capability.

Training courses will be offered when applicable to the Training and Exercise Schedule for fiscal years 2018, 2019, and 2020. Training courses can be adjusted at any time with workgroup suggestions, requests, or when needed due to budget or time constraints.

NETPC is committed to taking a progressive approach to training its members. The progressive approach should:

- Challenge participants with increasingly advanced coursework and scenarios;
- Incorporate, reinforce, and verify lessons learned;
- Identify demonstrated capabilities and areas in need of improvement;
- Provide a means of evaluation and corrective action for exercises; and
- Ensure a method to share lessons learned and best practices from training courses and exercises.

Multi-year Priority/Domain Plan

PRIORITY / DOMAIN	BP1	BP2	BP3	BP4	BP5
1. Community Resilience	X	X	X	X	X
2. Incident Management	X	X	X		
3. Information Management		X	X	X	X
4. Countermeasures and Mitigation	X	X	X	X	X
5. Surge Management		X	X	X	
6. Biosurveillance			X	X	X

Table 1: Multi-year Priority/Domain Plan

MULTI-YEAR TRAINING AND EXERCISE SCHEDULE

Crosswalk Domains to Capabilities		
CDC Domains	PHEP Capabilities	HPP Capabilities
Domain 1 Community Resilience	C1: Community Preparedness C2: Community Recovery	C1: Foundation for Health Care and Medical Readiness C3: Continuity of Health Care Service Delivery
Domain 2 Incident Management	C3: Emergency Operations Coordination	C2: Health Care and Medical Response Coordination
Domain 3 Information Management	C4: Emergency Public Information and Warning C6: Information Sharing	C2: Health Care and Medical Response Coordination
Domain 4 Countermeasures and Mitigation	C8: Medical Countermeasures Dispensing C9: Medical Material Management and Distribution C11: Non-Pharmaceutical Intervention C14: Responder Safety and Health	C3: Continuity of Health Care Service Delivery
Domain 5 Surge Management	C5: Fatality Management C7: Mass Care C10: Medical Surge C15: Volunteer Management	C4: Surge Management
Domain 6 Biosurveillance	C12: Public Health Laboratory Testing C13: Public Health Surveillance and Epidemiological Investigation	

Training and Exercise Schedule FY2018

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Northeast Texas Preparedness Coalition	Exercise	[Dark Blue Block]									Regional Exercise		
	Strategic Planning	Coalition Meeting	Coord. starts new position		Coalition Meeting	Regional HVA	Steering Committee Established; CAT Tool	Coalition Meeting; MYTEP; Preparedness Strategy			Coalition Meeting		
	Training	[Dark Blue Block]						CMS Emergency Preparedness Final Rule Training (Feb. 26) ICS 300 Classes (Feb & Mar)			Active Shooter Training		
Hospital Workgroup	Training	[Dark Blue Block]						Active Shooter Training					
CHRISTUS St. Michael – Texarkana and Atlanta	Training	[Dark Blue Block]						Active Shooter Training					

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
HealthSouth Rehabilitation Hospital	Training							Active Shooter Training					
Paris Regional Medical Center	Training	<i>Paris Regional Medical Center is currently redoing their exercise and training schedule pending the start of their new Emergency Management Coordinator on February 1, 2018. This document will be updated to reflect this new information as soon as it is available.</i>											
Wadley Regional Medical Center	Training							<i>Training and exercise schedule is set in conjunction with Joint Commission and CMS standards and requirements.</i>					
Emergency Management Workgroup	Training							Active Shooter Training					
Reno Police Department	Training							Active Shooter Training Incident Response to Active Shooter			Planning Development		
City of Texarkana OEM	Training							Active Shooter Training					
City of Paris OEM	Training							Active Shooter Training					

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
EMS Workgroup	Training							Active Shooter Training					
Atlanta Fire Department/EMS	Training	<i>Undetermined at this time.</i>											
Champion EMS	Training	<i>Undetermined at this time.</i>											
Hopkins County EMS	Training							Active Shooter Training					
LifeNET	Training	<i>Undetermined at this time.</i>											
City of Paris EMS	Training	<i>Undetermined at this time.</i>											
Titus Regional Medical Center EMS	Training							Active Shooter Training					

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Public Health Workgroup	Training							Active Shooter Training					
Texas Department of State Health Services	Training							Active Shooter Training					
Volunteer Agencies	Training	<i>American Red Cross offers ongoing training to volunteers, staff, and partner organizations.</i>											
American Red Cross	Training	<i>American Red Cross offers ongoing training to volunteers, staff, and partner organizations.</i>											

Training and Exercise Schedule FY2019

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Northeast Texas Preparedness Coalition	Exercise							Regional Symposium			Regional Tabletop		
	Training	PIO Training Disaster Finance Management Donations Management			Mass Casualty Incidents IED Recognition/Response Data Management			Flu Epidemic/Pandemic Communications			WebEOC NIMS Training		
Hospital Workgroup	Training	Evacuation/Influx from Mass Casualty Incident											
CHRISTUS St. Michael – Texarkana and Atlanta	Training	Undetermined at this time.											

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
HealthSouth Rehabilitation Hospital	Training	Evacuation/Influx from Mass Casualty Incident											
Paris Regional Medical Center	Training	<i>Paris Regional Medical Center is currently redoing their exercise and training schedule pending the start of their new Emergency Management Coordinator on February 1, 2018. This document will be updated to reflect this new information as soon as it is available.</i>											
Wadley Regional Medical Center	Training	<i>Training and exercise schedule is set in conjunction with Joint Commission and CMS standards and requirements.</i>											
Emergency Management Workgroup	Training	Public Information Officer (PIO) Training Flu Epidemic			Disaster Finance Management			Improvised Explosive Device (IED) Recognition/Response			Donations Management		
Reno Police Department	Training	Public Information Officer (PIO) Training				Disaster Finance Management				Donations Management			
City of Texarkana OEM	Training	Improvised Explosive Device (IED) Recognition/Response											

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
City of Paris OEM	Training	Flu Epidemic											
EMS Workgroup	Training	Data Management			Mass Fatality			Communications					
Atlanta Fire Dept/EMS	Training	<i>Undetermined at this time.</i>											
Champion EMS	Training	<i>Undetermined at this time.</i>											
Hopkins County EMS	Training	Mass Fatality Training											
LifeNET	Training	<i>Undetermined at this time.</i>											
City of Paris EMS	Training	<i>Undetermined at this time.</i>											

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Titus Regional Medical Center EMS	Training	Data Management						Communications					
Public Health Workgroup	Training	Pan Flu Epidemic											
Texas Department of State Health Services	Training	Pan Flu Epidemic											
Volunteer Agencies	Training	<i>American Red Cross offers ongoing training to volunteers, staff, and partner organizations.</i>											
American Red Cross	Training	<i>American Red Cross offers ongoing training to volunteers, staff, and partner organizations.</i>											

Training and Exercise Schedule FY2020

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Northeast Texas Preparedness Coalition	Exercise	<i>Undetermined at this time.</i>											
	Training	<i>Communications Training</i>			<i>Nuclear Incident Response</i>			<i>WebEOC NIMS Training</i>			<i>Improvised Explosive Devices (IEDs)</i>		
Hospital Workgroup	Training	<i>Undetermined at this time.</i>											
CHRISTUS St. Michael – Texarkana and Atlanta	Training	<i>Undetermined at this time.</i>											
HealthSouth Rehabilitation Hospital	Training	<i>Undetermined at this time.</i>											

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Paris Regional Medical Center	Training	<i>Paris Regional Medical Center is currently redoing their exercise and training schedule pending the start of their new Emergency Management Coordinator on February 1, 2018. This document will be updated to reflect this new information as soon as it is available.</i>											
Wadley Regional Medical Center	Training	<i>Training and exercise schedule is set in conjunction with Joint Commission and CMS standards and requirements.</i>											
Emergency Management Workgroup	Training	Communications Training			Nuclear Incident Response			Improvised Explosive Devices (IEDs)					
Reno Police Department	Training	Communications Training											
City of Texarkana OEM	Training	Nuclear Incident Response [in preparation for upcoming Nuclear Weapon Accident/Incident Exercise (NUWAIX)- tentatively scheduled for 2021 or 2022]											
City of Paris OEM	Training	Improvised Explosive Devices (IEDs)											

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
EMS Workgroup	Training	<i>Undetermined at this time.</i>											
Atlanta Fire Dept/EMS	Training	<i>Undetermined at this time.</i>											
Champion EMS	Training	<i>Undetermined at this time.</i>											
Hopkins County EMS	Training	<i>Undetermined at this time.</i>											
LifeNET	Training	<i>Undetermined at this time.</i>											
City of Paris EMS	Training	<i>Undetermined at this time.</i>											

		Quarter 1			Quarter 2			Quarter 3			Quarter 4		
Lead Organization	Category	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Titus Regional Medical Center EMS	Training	<i>Undetermined at this time.</i>											
Public Health Workgroup	Training	Improvised Explosive Device (IED) Incident											
Texas Department of State Health Services	Training	Improvised Explosive Device (IED) Incident											
Volunteer Agencies	Training	<i>American Red Cross offers ongoing training to volunteers, staff, and partner organizations.</i>											
American Red Cross	Training	<i>American Red Cross offers ongoing training to volunteers, staff, and partner organizations.</i>											