

PCEPN

Primary Care **Emergency Preparedness** Network

Increasing the Complexity of Emergency Preparedness Exercises to Satisfy Regulatory Requirements

CHCANYS Statewide Conference & Clinical Forum

Wednesday, October 24th, 2012

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Objectives

- Explain what the Primary Care Emergency Preparedness Network (PCEPN) is
- Explain Emergency Management (EM) requirements as per:
 - Health Resources and Services Administration (HRSA)
 - Joint Commission
- Recognize the essential components of a functional EM Program.
- Identify and explain how a multi-year EM schedule can help satisfy requirements

Community Health Care Association of New York State (CHCANYS)

As the Primary Care Association (PCA) for NY, CHCANYS organizes, educates, and advocates on behalf of more than 60 Federally Qualified Health Centers across New York State.

- CHCANYS' Emergency Management Program (formerly the EP Program) provides:
 - Training
 - Technical Assistance
 - Resources
 - Advocacy
 - Coordination

Primary Care Development Corporation (PCDC)

Founded in 1993, Nonprofit dedicated to transforming and expanding primary care in underserved communities to Improve health outcomes and reduce healthcare costs and disparities. PCDC's programs enhance access to primary care by offering:

Capital Investment: Flexible financing to build and modernize facilities

Performance Improvement: Coaching and training to strengthen care delivery

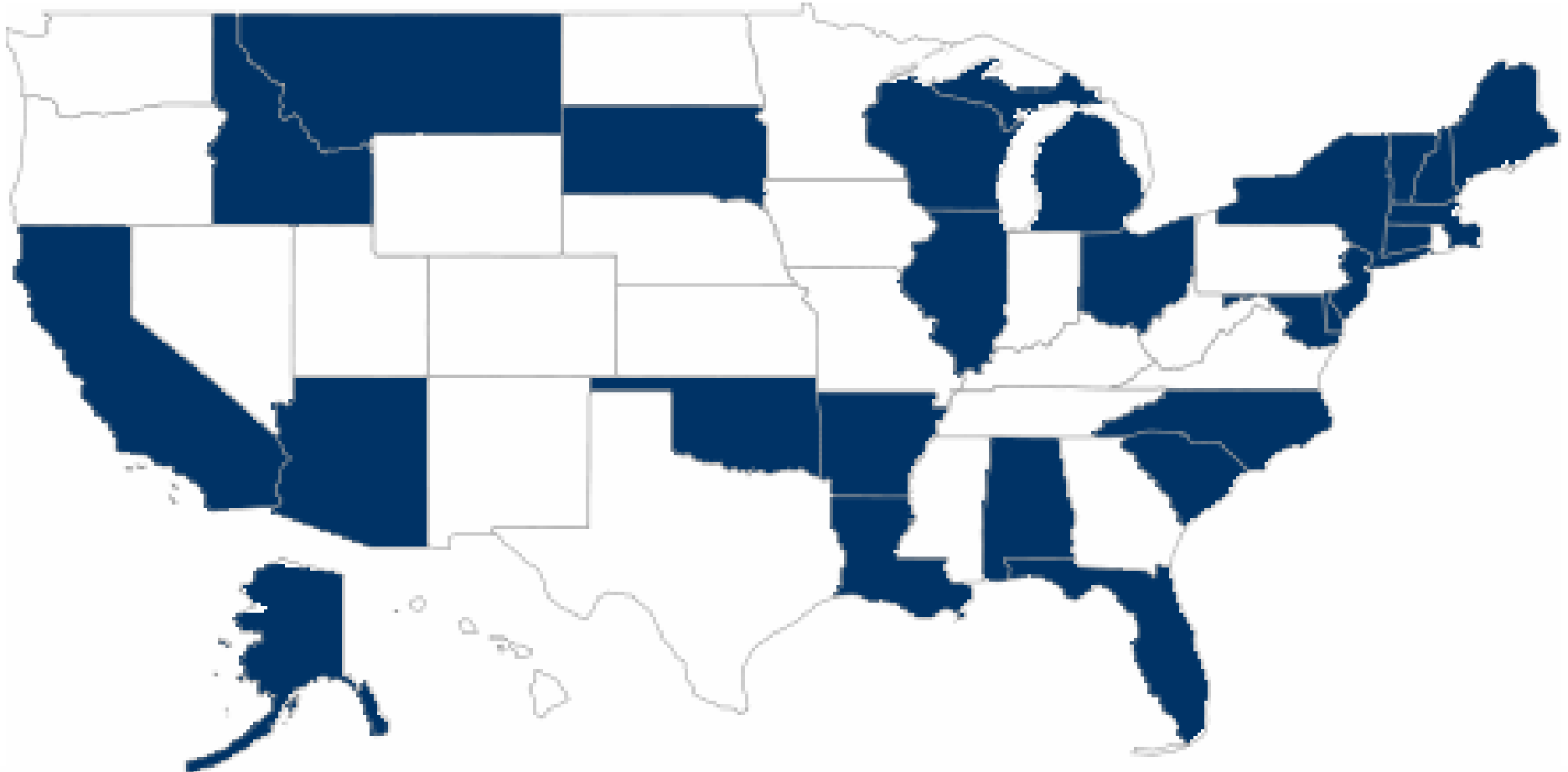
Policy & Advocacy: Leading policy initiatives to strengthen primary care policy

Impact

- \$415 million invested in low-income communities
- 840,000 square feet improved
- 7,000 healthcare workers trained (estimated)
- 7 million patients with improved access to primary care (estimated)

PCDC Clients

PCDC has partnered with more than 900 organizations in 27 states to deliver its capital financing and performance improvement services.



Primary Care Emergency Preparedness Network (PCEPN)

PCEPN is the result of a cooperative partnership between the CHCANYS and the PCDC.

- Created in close partnership with and support from New York City Department of Health and Mental Hygiene's Office of Emergency Preparedness and Response.
- Funding support to the primary care sector of New York City are supported through funding of the newly aligned Department of Homeland Security's Assistant Secretary for Preparedness and Response's (ASPR) grant program and the Public Health Emergency Preparedness (PHEP) program.

What is PCEPN

The Primary Care Emergency Preparedness Network (PCEPN), conceptually initiated in 2009, was created to:

- Build upon previous CHCANYS & PCDC Emergency Management (EM) initiatives.
- Provide a medium for NYC's primary care community to interact and to join forces with each other and with local government throughout each phase of the EM cycle.
- Incorporate the primary care community into NYC citywide disaster planning and response by coordinating the efforts of major primary care providers.
- Serve as a link between NYC emergency decision makers and participating NYC primary care centers

Drills & Exercise EM Program

- Standards & Best Practice
 - Homeland Security Exercise and Evaluation Program (HSEEP)
- Regulatory Bodies
 - Joint Commission
 - **Health Resources and Services Administration (HRSA)**



Joint Commission

- Activate Emergency Management Plan (EMP)
 - After Action Report / Improvement Plan (AAR / IP) can be used to document activation of EMP
 - AAR / IP following a real-life emergency **IS** sufficient for compliance
 - Tabletops **NOT** sufficient for compliance



Joint Commission (cont.)

Activate Emergency Management Plan (EMP)

- Exercise incorporates likely disaster scenarios and test the ability to handle communications, resources, security, staff, utilities, and patients
- Multidisciplinary approach in the planning and evaluation processes
- Document changes to EMP based upon AAR/IP of prior exercises
 - Interim measures are acceptable where modifications present substantial challenges



Joint Commission (cont.)

➤ Depending on your business occupancy, you may need one or two exercises per year. Check with Joint Commission to see which group you belong to.

1. Sites **not** offering emergency services

– **One** per year required

2. Sites offering emergency services or that are designated as “disaster-receiving stations”

– **Two** exercises per year required

– Must include at least one simulation of an influx of patients



Health Resources and Services Administration

Requirements spelled out in:

- HRSA PIN 2007 – 15
- HRSA Form 10: Annual Emergency Preparedness Report



HRSA PIN 2007 - 15

States HRSA expectations for health centers including:

- Emergency planning requirements
- Linkages and collaborations
- Communications and information sharing
- Planning for financial and operational stability



<http://bphc.hrsa.gov/policiesregulations/policies/pdfs/pin200715.pdf>

HRSA Form 10

HRSA Form 10: Annual Emergency Preparedness Report

- States HRSA expectations for health centers IN LIST FORM:

OMB No.: 0915-0285. Expiration Date: 10/31/2013

DEPARTMENT OF HEALTH AND HUMAN SERVICES Health Resources and Services Administration FORM 10: ANNUAL EMERGENCY PREPAREDNESS REPORT	FOR HRSA USE ONLY	
	Application Tracking Number	Grant Number
SECTION I - EMERGENCY PREPAREDNESS AND MANAGEMENT PLAN		
1. Has your organization conducted a thorough Hazards Vulnerability Assessment?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, date completed: <input type="text"/>		
2. Does your organization have an approved EPM plan?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, date most recent EPM plan was approved by your Board: <input type="text"/> If No, skip to Readiness section below.		
3. Does the EPM plan specifically address the four disaster phases? (This question is mandatory if you answered Yes to Question 2.)		
3a. Mitigation		<input type="checkbox"/> Yes <input type="checkbox"/> No
3b. Preparedness		<input type="checkbox"/> Yes <input type="checkbox"/> No

<http://www.hrsa.gov/grants/apply/assistance/SAC/annualemer2013.doc>

Just-in-Time Emergency Preparedness Planning

When do you do your emergency preparedness planning?



A Functional Emergency Management Program

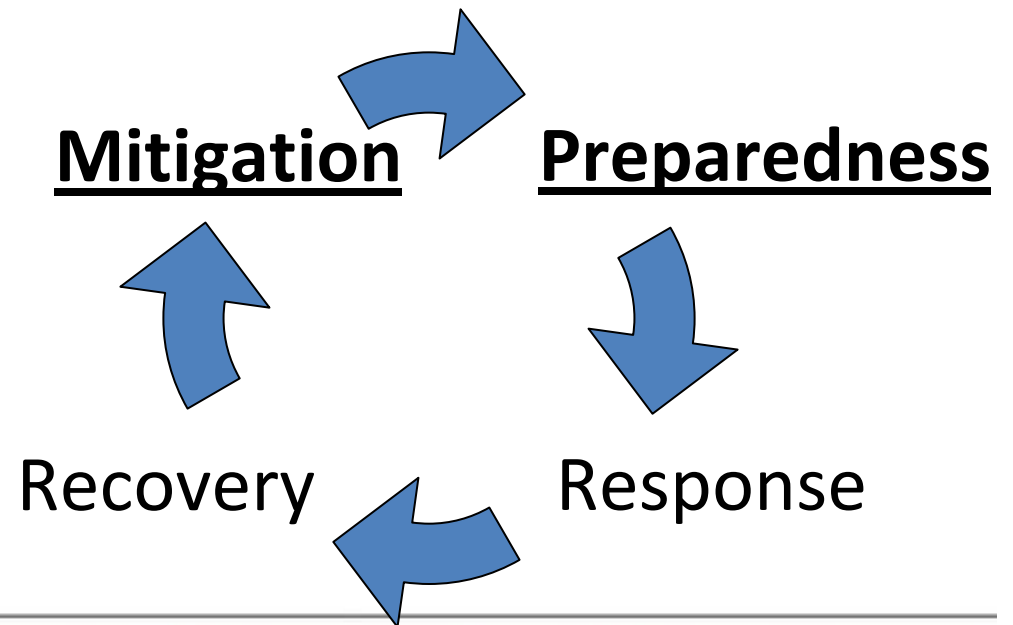
- **Just-in-Time Emergency Planning is NOT the only way to plan**



A Typical EP Program Year

Part 1

- Annual Emergency Preparedness Planning
 - Make revisions from last year's planning cycle
 - Write/review your EP Plan
 - Including the Hazard Vulnerability Analysis (HVA)
 - Identify changes that need to be made
 - Get board approval



A Typical EP Program Year

Part 2

- Annual Emergency Preparedness Planning
 - Follow-up on work identified in plan review
 - Planning exercise(s)
 - Building relationships with external partners
 - Planning activities with external partners
 - Conduct exercise(s)
 - Document activities
 - Either exercises or real-life emergencies
 - Repeat



Just-in-Time Planning vs. Multi-year Planning

- **Just-in-Time Planning**

- Gets the annual drill done JUST IN TIME!
- Less planning time dedicated to EP
- Doesn't allow for planning, training, or exercises with partners
- “Don't care what we do, just get it DONE!”

- **Multi-Year Planning**

- Exercises happen according to schedule
- May take more time
- Allows for ample planning with partners
- Allows for an ever-increasing complexity so MORE requirements are met with LESS time

Just-in-Time vs. Multi-Year Planning

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3. Does the EPM plan specifically address the four disaster phases? (This question is mandatory if you answered Yes to Question 2.)		
3a. Mitigation		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3b. Preparedness		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3c. Response		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3d. Recovery		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Is your EPM plan integrated into your local/regional emergency plan? (This question is mandatory if you answered Yes to Question 2.)		<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5. If No, has your organization attempted to participate with local/regional emergency planners? (This question is mandatory if you answered Yes to Question 2 and No to Question 4.)		<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6. Does the EPM plan address your capacity to render mass immunization/prophylaxis? (This question is mandatory if you answered Yes to Question 2.)		<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Just-in-Time vs. Multi-Year Planning

SECTION II - READINESS	
1. Does your organization include alternatives for providing primary care to your current patient population if you are unable to do so during emergency?	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2. Does your organization conduct annual planned drills?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Does your organization's staff receive periodic training on disaster preparedness?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Will your organization be required to deploy staff to Non-Health Center sites/locations according to the emergency preparedness plan for the local community?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5. Does your organization have arrangements with Federal, State, and/or local agencies for the reporting of data?	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6. Does your organization have a back up communication system?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6a. Internal	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6b. External	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7. Does your organization coordinate with other systems of care to provide an integrated emergency response?	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
8. Has your organization been designated to serve as a point of distribution (POD) for providing antibiotics, vaccines, and medical supplies?	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
9. Has your organization implemented measures to prevent financial/revenue and facilities loss due to an emergency? (e.g., insurance coverage for short-term closure)	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
10. Does your organization have an off-site back up of your information technology system?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
11. Does your organization have a designated EPM coordinator?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Example of a Year-Long EM Program

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Review Plan, Make Changes			Get Plan Approval		Conduct Outreach, Trainings		Plan Exercise		DRILL	Review Drill, Document	

- Imagine NOT having to do all of the above in just one month

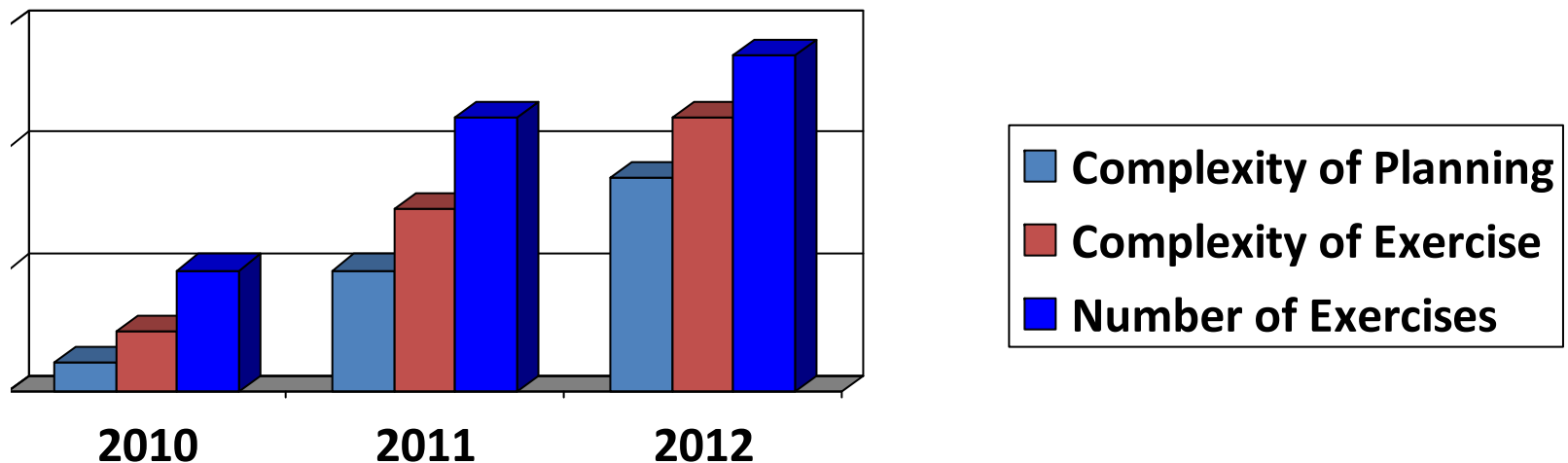
Just-in-Time Planning & Multi-Year Planning by the Numbers

- Just-in-Time Planning
 - 59% of check marks in the “YES” column
 - May take less time...
 - BUT all that time is concentrated RIGHT before a site visit
- Multi-Year Planning
 - 100% of check marks in the “YES” column
 - May take more time throughout the year...
 - BUT that time is spread out throughout the year
 - Leaves your staff valuable time to take care of other stuff before the site visit

An Example of Multi-Year Planning

- PCEPN Exercises

- 2010 - CHCANYS/PCDC communications drills and work from home days
- 2011 - Communications drills with PCEPN member NYC health centers
- 2012 - Coordinated emergency response drills between health centers



Activity

Multi-Year Planning

Y	J	F	M	A	M	J	J	A	S	O	N	D
Y1	Review Plan, Make Changes			Get Plan Approval		Conduct Outreach, Trainings		Plan Exercise Internally		Drill	Review Drill, Document	
Y2	Review Plan, Make Changes			Get Plan Approval		Conduct Outreach, Trainings		Plan Exercise		Drill	Review Drill, Document	
Y3	Review Plan, Make Changes			Get Plan Approval		Conduct Outreach, Trainings		Plan Exercise		Drill	Review Drill, Document	

**Year 1: Concentrate on
INTERNAL EP capacity**

**Year 2: Link to local
emergency planners**

**Year 3: Coordinate with
other health care providers**

Questions?

References

- Human Resource Services Administration

www.hrsa.gov



- Joint Commission

– www.jointcommission.org



- Department of Homeland Security

– www.dhs.gov



Thank you

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