

Incident-specific Planning

Primary Reference

- *Emergency Management Principles and Practices for Healthcare Systems*, The Institute for Crisis, Disaster and Risk Management (ICDRM) at the George Washington University (GWU) for the Veterans Health Administration, Department of Veterans Affairs (VA), Washington, DC, June, 2006. Available at www.va.gov/emshg

Lesson Objectives

- Describe the types and purposes of incident annexes.
- Explain the relationship between the Emergency Operations Plan, Hazards Vulnerability Analysis and incident-specific planning.
- Discuss one approach that can be used for JCAHO compliance.

Incident-specific Guidance is...

- Short, concise protocols that describe the initial response actions to particular hazards, threats or events.
- Decision-support tools or algorithms.
- Pre-identified ICS position staffing and operating facilities.
- Specifically-designed equipment and supply caches.
- Mutual-aid arrangements.

Types and Purposes of Incident-specific Guidance 1

- *Hazard-focused* – guidance that explains strategies for each priority hazard identified through the HVA:
 - Earthquake, hurricane, snowstorm, etc.
- *Operational Event-focused* – guidance that explains strategies for carrying out certain activities:
 - Evacuation, mass casualty incident, etc.

Types and Purposes of Incident-specific Guidance 2

- *Mission Critical System-focused* – guidance that explains strategies for loss of a Mission Critical System:
 - Staff shortage, loss of water, power, medical gas, etc.

The EOP is “all-hazards” Planning

- The Emergency Operations Plan (EOP) describes the overall strategy for how the organization intends to behave in response to any hazard, threat or event.
- Basic Plan
- Functional Annexes
- Support Annexes
- *Incident Annexes*
 - *incident-specific planning*

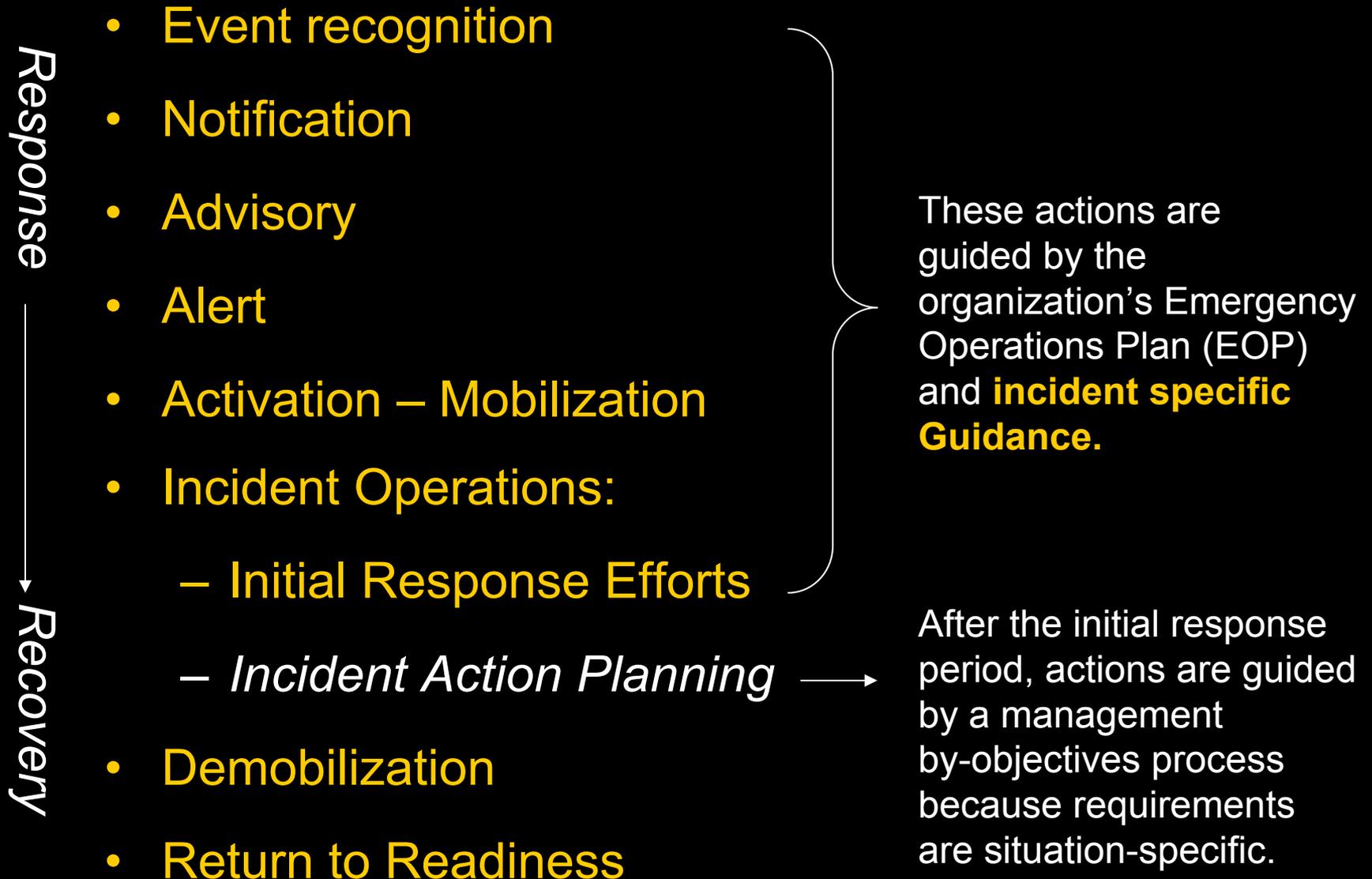
Hazards Vulnerability Analysis

- The Hazards Vulnerability Analysis (HVA) is a tool that is used to identify:
 - Hazards that could occur
 - Impacts that may result on:
 - People
 - Mission critical systems
 - Community
 - Priorities for incident-specific planning

Sample Hazards, Threats and Events

- Naturally-occurring Events:
 - Drought, EQ, Fire, Flood, Hurricane, Thunderstorm, Tornado, Tsunami, Volcanic Eruption, Winter Storm.
- Human-related Events:
 - Bomb Threat, Civil Disturbance, Cyber Attack, Hostage, Terrorism, Violent Behavior.
- Hazardous Materials Events:
 - Explosives and Biological, Chemical, Radiological Events

Life Cycle Stages of an Incident



JCAHO Compliance

- The EOP describes the overall strategy for response to all hazards.
- The HVA identifies priority hazards.
- Incident-specific guidance (SOPs, pre-plans) are designed to guide the initial response to a these hazards.
- The format of incident-specific guidance can be designed to reflect mitigation, preparedness, response and recovery strategies.

Sample Format

- Subject/Title
- Description of Threat/Event
- Impact on Mission Critical Systems
- Operating Units and Key Personnel
- Mitigation/Preparedness Activities
- Response/Recovery Activities
- Notification Procedures
- Specialized Staff Training
- References and Further Assistance
- Attachments

Discussion Question:

- *In developing pre-plans for priority hazards, what are some of your experiences and recommendations for how to make the guidance useful?*

Questions?