

2015-2016 Hospital Preparedness Program Regional Hospital Contract Deliverables

Description of Tasks	
1	Coordinate and conduct regional healthcare coalition meetings at least quarterly. Hospital Regional Coordinators should continue to encourage the involvement of general health and medical partners through invitations to participate in coalition activities. Quarterly coalition meeting sign-in sheets and meeting minutes/summaries will be provided to KHERF within 10 working days of each regional healthcare coalition meeting. <i>(Capability 1: Healthcare System Preparedness)</i>
2	Facilitate discussion and provide answers to the HPP Program Measures, the Healthcare Coalition Developmental Assessment, and the Joint Performance Measures, when applicable. These questions will be completed at a regional coalition meeting and may be collected via EMResource. Data collection should be completed prior to June 1, 2016. <i>(Capability 1: Healthcare System Preparedness)</i>
3	Attend or send a designee to attend Statewide Healthcare Coalition Steering Committee meetings as scheduled. <i>(Capability 1: Healthcare System Preparedness)</i>
4	Participate in at least one annual exercise as a facilitator, player, or evaluator by May 13, 2016. Serving in an observer role does not meet the participation requirement. <i>(Capability 3: Emergency Operations Coordination)</i>
5	Act as an extension of KDHE in providing training, technical assistance, monitor local-level understanding, and share concerns related to the preparedness program system from the community hospitals. Track technical assistance provided to hospitals and other health and medical sector planning partners. Technical assistance may be recorded in EMResource.
6	Review community hospital plans/policies/procedures for CHEMPACK and CESSL information and provide feedback within 30 days of receipt. <i>(Capability 14: Responder Safety & Health)</i>
7	Review community hospital Infectious Substances Control and Hazardous Materials plans to ensure PPE protocol is included and provide feedback within 30 days of receipt. <i>(Capability 14: Responder Safety & Health)</i>
8	Ensure CHEMPACK and CESSL training is provided to members of the Regional Healthcare Coalition by May 31, 2016 and extend training invitations to public health organizations. <i>(Capability 14: Responder Safety & Health)</i>
9	Assist community hospitals with the incorporation and achievement of all 11 NIMS elements.