

EXERCISE EVALUATION GUIDE

Exercise Name: Livonia and Canton Skilled Nursing Facility Exercise

Exercise Date: October 9, 2024

Jurisdiction/Organization:

Resource Management

Exercise Objective: Demonstrate an understanding of resource management through an awareness of existing Memorandums of Understanding (MOUs) and the process to make a resource request to appropriate partners in a centralized State (Michigan).

Capability 3: Resource Management

Ensure adequate resources to maintain facility operations and ensure standard of care. This includes adequate levels of personnel, food, equipment, information technology/systems and all supplies to support incident activities. Arrange and coordinate transportation and transport needs for all ambulatory and non-ambulatory residents, personnel and material resources. This also includes knowing when to activate the Resource Request/Mutual Aid process.

Objective 1: Demonstrate a clear understanding of readily available resources (staff and stuff) and identify trigger points for surging resources.

- Agency is aware of existing inventory of supplies and length of time before exhausting
- Agency has an agreement, or is identified as a priority customer, in the event of an extended period of time where there is a scarcity of resources.
- Agency has a COOP or Resource Management plan with identified trigger points for evacuation.
- Agency has an identified and trained Logistics Section Chief with access to key local stakeholders in the event logistical support is needed.

Resource Management

Objective 2: Demonstrate awareness level knowledge of the sequence of tactics that must be adhered to when making resource requests (Mutual Aid) and practice making appropriate resource requests during a simulated event.

- Agency is aware of any standing local, regional or state Mutual Aid Agreements that are in place.
- Agency is aware that it must exhaust its internal resources and requests to normal vendors prior to any further requests being made. These attempts must be documented.
- Once internal attempts are exhausted, agency is aware that it must exhaust resource requests from sister or system facilities, or from 'like' facilities in the area. This could include a request for support from local/tribal public health. These attempts must be documented.
- Once local and system resources have been exhausted and documented, agency understands the process of requesting support from local jurisdictional Emergency Management. Agency understands the use and purpose of the ICS213RR or NHICS 257 forms.
- Agency and/or EM understand how to request support from their healthcare coalition and trigger points for doing so.
- Agency and/or EM understand how to request support from the State level and how to initiate that process.

Objective 3: Review any relevant MOU's to ensure they are up to date and in line with current best practice.

- Agency has awareness of any relevant MOU's at either the local, regional, or state level.
 - If MOU's do exist, they are reviewed on, at minimum, an annual basis.
 - If MOU development is in order, agency understands that legal counsel and local Emergency Management should be utilized as subject matter experts.
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Continuity of Operations (COOP)

Homeland Security Exercise and Evaluation Program

Organizational Capability Target	Associated Critical Tasks	Observation Notes and Explanation of Rating	Target Rating
<p>Demonstrate a clear understanding of readily available resources (staff and stuff) and identify trigger points for surging resources</p>	<ul style="list-style-type: none"> • Agency is aware of existing inventory of supplies and length of time before exhausting • Agency has an agreement, or is identified as a priority customer, in the event of an extended period of time where there is a scarcity of resources. • Agency has a COOP or Resource Management plan with identified trigger points for evacuation. • Agency has an identified and training Logistics Section Chief with access to key local stakeholders in the event logistical support is needed. 		

<p>Demonstrate awareness level knowledge of the sequence of tactics that must be adhered to when making resource requests (Mutual Aid) and practice making appropriate resource requests during a simulated event</p>	<ul style="list-style-type: none">• Agency is aware of any standing local, regional or state Mutual Aid Agreements that are in place.• Agency is aware that it must exhaust its internal resources and requests to normal vendors prior to any further requests being made. These attempts must be documented.• Once internal attempts are exhausted, agency is aware that it must exhaust resource requests from sister or system facilities, or from 'like' facilities in the area. This could include a request for support from local/tribal public health. These attempts must be documented.• Once local and system resources have been exhausted and		
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	<p>documented, agency understands the process of requesting support from local jurisdictional Emergency Management. Agency understands the use and purpose of the ICS213RR or NHICS 257 forms.</p> <ul style="list-style-type: none">• Agency and/or EM understand how to request support from their healthcare coalition and trigger points for doing so.• Agency and/or EM understand how to request support from the State level and how to initiate that process.		

Organizational Capability Target	Associated Critical Tasks	Observation Notes and Explanation of Rating	Target Rating
Review any relevant MOU's to ensure they are up to date and in line with current best practice	<ul style="list-style-type: none">• Agency has awareness of any relevant MOU's at either the local, regional, or state level. • If MOU's do exist, they are reviewed on, at minimum, an annual basis. • If MOU development is in order, agency understands that legal counsel and local Emergency Management should be utilized as subject matter experts.		

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Target Rating Definitions
P: Performed without challenges
S: Performed with some challenges
M: Performed with major challenges
U: Unable to be performed