

ASPR TRACIE Technical Assistance Request

Request Receipt Date (by ASPR TRACIE): 7 October 2019

Response Date: 8 October 2019

Type of TA Request: Standard

Request:

The requestor asked for technical assistance in identifying exercise templates for a small, outpatient ambulatory care clinic (e.g., tornado, wildfire, and evacuation/shelter in place).

Response:

The ASPR TRACIE Team reviewed our [Ambulatory Care and Federally Qualified Health Centers \(FQHC\)](#) and [Exercise Program](#) Topic Collections. Please refer to the Plans, Tools, and Templates sections in both Collections for additional resources. We also reviewed our [Select ASPR TRACIE TA Responses](#), specifically the [Ambulatory Care and FQHC](#) and [Exercise and Training](#) sections.

A list of comprehensively developed Topic Collections can be found here: <https://asprtracie.hhs.gov/technical-resources/topic-collection>.

I. Exercise Examples

Arizona Department of Health Services. (2014). [Code Silver/Active Shooter Tabletop Exercise for Community Health Centers: Situation Manual \(SitMan\)](#).

This Situation Manual (SitMan) is intended for participants of a tabletop exercise that focuses on emergency response plans, policies, and procedures as they pertain to an active shooter event at a community health center.

Colorado Community Health Network. (2010). [Peak Vista Community Health Centers Wildfire Tabletop \(TTX\) Disaster Exercise](#).

This presentation addresses the purpose of the tabletop exercise, describes and the wildfire scenario that impacts the community health center, and provides discussion questions for participants.

District 1 [Michigan] Regional Medical Response Coalition. (2010). [Situation Manual: Shelter-In-Place/Evacuation Tabletop Exercise: Long Term Care Facility](#).

This Situation Manual includes exercise materials from Michigan, where exercise participants were given the tools to implement and evaluate the Long Term Care Facility (LTC) tabletop exercise. The purpose of this exercise was to provide a forum for LTCs and other organization to participate in a facilitated discussion regarding their roles and

responsibilities during shelter-in-place and evacuation emergencies. (Note: while specific to LTCs, this template could be tailored to different types of facilities.)

Federal Emergency Management Agency. (2011). [Emergency Planning Exercises for Your Organization](#).

This website provides links to examples of tabletop exercises that organizations can utilize and adapt in preparation for emergencies. (Note: you may wish to review the “Critical Power Failure” and “National Level Exercise 2011: Earthquake” exercises.)

Georgia Health Care Association Emergency Preparedness Committee. (2014). [Tornado Tabletop Exercise Template](#).

This template provides exercise leaders and participants with the tools to implement and evaluate a tabletop exercise related to a tornado scenario. The purpose of this exercise was to provide facility leaders with a useful exercise to address tornado threats, issues, and concerns. It also allowed participants to address key issues through a series of self-facilitated discussions, including the evacuation of healthcare facilities. These materials can be replicated by others interested in carrying out similar exercises.