

## ASPR TRACIE Technical Assistance Request

**Request Receipt Date (by ASPR TRACIE):** 26 January 2018

**Response Date:** 2 February 2018; updated 8 February 2018; updated 21 May 2020

**Type of TA Request:** Standard

### Request:

The requestor asked if ASPR TRACIE had general templates, toolkits, and other resources that state agencies could use (and fill out) to develop and implement a pediatric tabletop exercise (TTX). She also asked for examples of pediatric exercise scenarios, such as smallpox and surge planning.

### Response:

The ASPR TRACIE Team reviewed several existing Topic Collections, including the [Pediatric Exercise Program](#), and [Incident Management](#) Topic Collections. A list of comprehensively developed Topic Collections can be found here: <https://asprtracie.hhs.gov/technical-resources/topic-collection>. The ASPR TRACIE Team also conducted an online literature review and reached out to our SME Cadre members for additional resources. Finally, we reviewed these materials to identify examples of pediatric exercise scenarios.

Section I below includes pediatric-specific exercise tools and templates. We tried to include TTX materials only; however, other exercise type materials are provided as they are relevant to pediatrics. In this section, we also highlight (in text boxes) exercise scenarios that were identified within the resources. Section II provides other general exercise tools and templates that can be utilized for any exercise, and includes forms that can be filled out by exercise planners and players. Finally, Section III includes other resources that are not related to exercises, but do include pediatric-specific scenarios, which are identified in text boxes as well.

## I. Pediatric-Specific Exercise Tools and Templates

Center for Pediatric Emergency Medicine for New York City, and New York City Department of Health and Mental Hygiene Healthcare Emergency Preparedness Program. (2008). [Pediatric Tabletop Exercise Toolkit for Hospitals](#).

This toolkit includes customizable exercise materials (e.g., PowerPoint slides, moderator notes, and participant handouts) and step-by-step processes for planning and conducting a tabletop exercise with emergency department/ clinical staff and incident command/ administrative representatives.

**NOTE:** Includes a disaster blast scenario beginning on page 40.

Connecticut Emergency Medical Services for Children. (2018). [CT Pediatric Disaster Coalition Tabletop Exercise](#).

This resource provides information related to a pediatric-specific TTX, and includes exercise goals and questions for exercise participants to answer with regards to the multiple phases of the exercise (EMS and prehospital response, communication, surge capacity and alternate care sites, and memoranda of understanding).

**NOTE:** The TTX scenario is severe winter weather/ ice, and a school bus crash.

Illinois Emergency Medical Services for Children. (2017). [Pediatric Preparedness Resource Catalog](#).

This document is a catalog of resources related specifically to pediatric preparedness. It includes links to and descriptions of several pediatric exercises, guidance documents, and other resources.

**NOTE:** The document titled [Addressing the Needs of Children in Disaster Preparedness Exercises](#) contains information on the following exercise scenarios, which begin on page 19:

- School bus accident
- Chemical leak at a swimming pool
- Community flooding
- Influenza outbreak
- Tornado
- Violent intruder at an elementary school

**NOTE:** The document titled [NICU/Nursery Evacuation Tabletop Exercise Toolkit](#) focuses on an earthquake scenario that causes the evacuation of NICU patients. It also addresses surge capacity, accessing staff, patient tracking, and communications.

Knox/East Tennessee Healthcare Coalition. (2017). [Pediatric Surge Tabletop Exercise](#).

This document includes information for a pediatric surge TTX using a school explosion scenario.

**NOTE:** Includes a school explosion scenario.

San Francisco Department of Public Health, Charles Schwab & Co., Inc., and San Francisco Department of Emergency Management. (2007). [2007 Mass Antibiotic Dispensing Exercise \(MADE07\) After Action Report](#).

This after action report describes a full-scale exercise, which was developed to test the capability of San Francisco Department of Public Health's (SFDPH) plan for rapid mass

prophylaxis dispensing in a mass outdoor aerosolized anthrax release scenario. Pediatric issues (e.g., medication dispensing) are addressed throughout the AAR. **Note:** This is a full-scale exercise, but may still be useful as it addresses pediatrics.

**NOTE:** Includes an anthrax release scenario.

## II. Other General Exercise Tools and Templates

Federal Emergency Management Agency. (2011). [Are Hospitals Ready to Respond to Disasters? Challenges, Opportunities and Strategies of Hospital Emergency Incident Command System \(HEICS\).](#)

This website contains links to templates emergency planners can tailor for exercise program management, design and development, conduct, evaluation, and improvement planning. A link to exercise evaluation guides is also provided.

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.

Fruhworth, K., Chambers, G., Shields, S., et al. (2012). [Conducting Drills and Exercises: A Guide for Hospitals.](#)

This guidebook describes how disaster exercises are one of the best ways to evaluate a hospital's emergency management plan, equipment, and systems. Information on exercise design, creation and evaluation is also included.

Harvard T.H. Chan School of Public Health. (2016). [Emergency Preparedness Exercise Evaluation Toolkit.](#)

This online toolkit can help public health and healthcare agencies develop exercise evaluation forms for disaster exercise.

Harvard T.H. Chan School of Public Health. (2016). [Emergency Preparedness Research, Evaluation & Practice \(EPREP\) Program: Toolkits.](#)

Public, private, and non-governmental organizations can use the resources on this page to prepare for and respond to emergencies of all types. Resources, including an exercise evaluation toolkit, are focused on design and facilitation, evaluation, exercise resources, and hospital-specific exercises.

Johns Hopkins University Evidence-based Practice Center. (2008). [Tool for Evaluating Core Elements of Hospital Disaster Drills.](#)

The Center developed a set of evaluation modules and addendums for operationalized hospital disaster drills in 2004 and abridged it in 2008. The focus of this version is critical elements of drill evaluation that all hospitals should address as part of disaster preparedness.

The Center for HICS Education and Training. (n.d.). [Hospital Incident Management Team Organizational Chart.](#) (Accessed 2/1/2018.)

This online, fillable PDF form represents the typical incident management structure under the Hospital Incident Command System. It can be completed online and printed, sent via e-mail, or saved by the users. **Note:** Pediatric Care is identified under the Medical-Technical Specialists section.

U.S. Department of Health and Human Services, Office of the Assistant Secretary for Preparedness and Response. (2014). [Hospital Surge Evaluation Tool.](#)

This tool can be used by hospital emergency planners, administrators, and other personnel to both assess and enhance their facility's surge plans. It includes evaluation tools specific to emergency department triage and hospital incident command.

### III. Other Pediatric Resources to include Scenarios

Crouch, G., Schor, K., and Fitzgerald, T. (2013). [Radiation Issues in Children: Knowledge Check, Primer, & Case-Based Activity.](#) National Center for Disaster Medicine and Public Health, Uniformed Services University of the Health Sciences.

This webpage provides links to a knowledge check, primer, and case studies on radiation issues in children.

**NOTE:** The [Radiation Disaster Issues in Children: A Case-Based Activity](#) uses an improvised nuclear device scenario.