Operational Readiness Review

PHEP/Functional/Full-Scale Exercise or Incident

Cities Readiness Initiative jurisdictions, directly funded localities, and U.S. territories and freely associated states

Jurisdiction

Name	Select jurisdiction

Incident/Exercise Information

Name of exercise/event/incident	
Type (select one)	Select one
Start date/time	
End date/time	
Event type (select all that apply)	☐ Chemical, biological, radiological, nuclear, and explosives (CBRNE) ☐ Disease outbreak ☐ Natural disaster ☐ National Special Security Event (NSSE) ☐ Pandemic influenza ☐ Seasonal influenza ☐ Other, specify
Capabilities exercised (select all that apply)	*(choices are below)*

- ☐ Community Preparedness
- ☐ Community Recovery
- ☐ Emergency Operations Coordination
- ☐ Emergency Public Information and Warning
- ☐ Fatality Management
- ☐ Information Sharing
- ☐ Mass Care
- ☐ Medical Countermeasure Dispensing
- ☐ Medical Materiel Management and Distribution
- ☐ Medical Surge
- ☐ Non-Pharmaceutical Interventions
- ☐ Public Health Laboratory Testing
- ☐ Public Health Surveillance and Epidemiologic Investigation
- ☐ Responder Safety and Health
- ☐ Volunteer Management
- ☐ Other, specify

Number of emergency management agency (EMA) and health emergency operations center (EOC) sites included in site activation	

Fiscal or other administrative processes and procedures included in exercise (select all that apply)	☐ Administrative systems ☐ Budget management ☐ Contracts (cycle time to secure) ☐ Financial reporting ☐ Grants allocation ☐ Hiring surge (staffing or reassignment considerations) ☐ Procurement time ☐ Receiving emergency funds ☐ Regulations ☐ Other, specify ☐ None identified
Joint planning/exercise included the following community partners (select all that apply)	☐ Healthcare coalitions ☐ Public health emergency management agencies ☐ State emergency management agencies/organizations (EMA/Os) ☐ Regional/federal EMA/Os ☐ Other, specify ☐ None identified
U.S. Department of Health and Human Services (HHS) regional participation (select all that apply)	☐ Region 1 ☐ Region 2 ☐ Region 3 ☐ Region 4 ☐ Region 5 ☐ Region 6 ☐ Region 7 ☐ Region 8 ☐ Region 9 ☐ Region 10 ☐ No other awardees/regions participated
Local jurisdictions included	○ Yes ○ No
List jurisdictions that participated	

Identify Vulnerable Population Stakeholders Included in Planning for the Exercise

Please refer to PHEP/Functional/Full-Scale Exercise or Incident (CRI-DFL-TFAS) - Supplement A to input data to Identify vulnerable population stakeholders included in planning for the exercise.

Emergency Operations Center (EOC) Site Activation Drill Information

Site activation start date/time	
Site activation end date/time	
Extent of advance notification (select one)	Select one
Communication platforms used for notification (select all that apply)	☐ E-mail ☐ Amateur radio/ham radio ☐ Satellite phone ☐ Landline dependent telephone ☐ Health Alert Network (HAN) ☐ Fax ☐ Two-way VHF/UHF 700/800/900 MHz communications ☐ Cellular phone ☐ Text ☐ Emergency System for Advance Registration of Volunteer Health Professionals (ESAR-VHP) ☐ Other, specify ☐ None identified
Call notification process (select one)	Select one
Automated system type (select one)	Select one

EOC Site Activation - General

Total number of EOCs	
Number of EOC sites included in site activation	
Date/time first EOC notified	
Date/time last EOC acknowledged notification	
Total number of EOCs that acknowledged notification	
Acknowledgement completion time	
Acknowledgement percentage	0%

Site Activation - Emergency Operations Center (EOC), per site - Health EOC

EOC type	Health EOC
Target time for availability (in minutes)	
Type of site availability	Select one
Date/time EOC notified	
Date/time EOC made available	
Availability completion time	

Site Activation - Emergency Operations Center (EOC), per site – Emergency Management Agency EOC

EOC type	Emergency Management Agency EOC
Target time for availability (in minutes)	
Type of site availability	Select one
Date/time EOC notified	
Date/time EOC made available	
Availability completion time	

EOC Staff Notification Drill Information

Staff notification start date/time	
Staff notification end date/time	
Extent of advance notification (select one)	Select one

EOC - General

Total number of EOCs	
Number of (virtual or physical) EOC sites included in staff notification	

Staff Notification: EOC - Lead Roles Staffing – Health EOC

Complete this section for each EOC included in the exercise.

EOC type (select one)	Health EOC
Current EOC incident management lead staff	
Date/time first person notified	
Date/time last person acknowledged notification	
Total number of staff who acknowledged notification	
Incident management roles (or equivalent lead roles) activated (select all that apply)	☐ Incident Commander ☐ Finance/Administration Section Chief ☐ Liaison Officer ☐ Logistics Section Chief ☐ Operations Section Chief ☐ Planning Section Chief ☐ Public Information Officer ☐ Safety Officer ☐ Other, specify
Target time for assembly (in minutes)	
Type of staff assembly (select one)	Select one

Date/time last person assembled	
Total number of staff who assembled	
Total number of staff who assembled within target time	
Acknowledgement completion time	
Acknowledgement percentage	0.00%
Assembly completion time	
Assembly percentage	0.00%

Staff Notification: EOC - Lead Roles Staffing – Emergency Management Agency EOC

Complete this section for each EOC included in the exercise.

EOC type (select one)	Emergency Management Agency EOC
Current EOC incident management lead staff	
Date/time first person notified	
Date/time last person acknowledged notification	
Total number of staff who acknowledged notification	
Incident management roles (or equivalent lead roles) activated (select all that apply)	☐ Incident Commander ☐ Finance/Administration Section Chief ☐ Liaison Officer ☐ Logistics Section Chief ☐ Operations Section Chief ☐ Planning Section Chief ☐ Public Information Officer ☐ Safety Officer ☐ Other, specify
Target time for assembly (in minutes)	
Type of staff assembly (select one)	Select one

Date/time last person assembled	
Total number of staff who assembled	
Total number of staff who assembled within target time	
Acknowledgement completion time	
Acknowledgement percentage	0.00%
Assembly completion time	
Assembly percentage	0.00%