



December 6, 2018

Greetings,

The mission of the NDDoH EPR Section is to create and promote a state of readiness and prompt response to protect the health of North Dakotans during catastrophic events, large scale disasters, and emergencies. The mission is accomplished by coordinating education, assessment, planning, response, and support services involving public health providers, private medical providers, public safety agencies, government officials, through the guidance of the ND Public Health and Medical (PHAM) Coalition. The ND PHAM Coalition is funded through the Office of the Assistant Secretary for Preparedness and Response (ASPR) through the Hospital Preparedness (HPP) grant. Through this grant, the ND PHAM is required to run a surge tests that will test the response of the hospitals served by the coalition. In ND, this is all the hospitals in the state. ND PHAM requests your facility's participation in the following exercise:

Sometime between December 10, 2018 and February 13, 2018, the ND PHAM will run a four-hour low/no-notice coalition surge test that will focus on communication and cooperation between members. Low/no-notice exercises do a better job of simulating the reality of rapid-onset incidents than other exercises and are encouraged by the U.S. Department of Health and Human Services Hospital Preparedness Program (who sponsored the development of this exercise).

The exercise will consist of three parts:

- Phase 1. A 180-minute simulated table top exercise with functional elements that plays out in real time and facilitated discussion.
- Phase 2. A 30- to 45-minute After Action Review to debrief. This phase will be completed immediately after the table exercise

Your institution will be asked to participate in the real-time Phase 1, and the degree of participation will vary considerably across participants. Your facility may be contacted at any time during the 90 minutes of real-time play.

After the table top exercise is a facilitated discussion designed to cover aspects of the scenario not covered in the real-time phase and to give coalition members who were not involved in real-time play a chance to participate. All coalition members are encouraged to participate in this call. The facilitated discussion will last 90 minutes, and a 45-minute After Action Review debrief (Phase 2) will be sent as soon as possible within 30 days of the Coalition Surge Test.

To maintain the element of surprise, coalition members will not know the exact date and time of the exercise, what the scenario is, or what their role in the exercise will be. There will be no moulaged patients, and real patients will not be moved or otherwise disturbed. The exercise is designed to provide a robust test of how well a coalition can function in an emergency, while minimizing the burden on participants. Note that this exercise is to test the response of the entire state.



Your institution's participation is greatly appreciated. Please contact Shila Thorson at smthorson@nd.gov or 701-328-2748 if you have questions or concerns.

Sincerely,

A handwritten signature in black ink that reads "Shila Thorson".

Shila Thorson

Hospital Preparedness Division Director