


Florida Department of Health

THANK YOU FOR JOINING:

Hospital Preparedness
Contract Update:
2013-2014
Revisions to
Attachment I and Exhibits

We will begin momentarily.....


July 26, 2013
2:00-3:15 PM



Hospital Preparedness Program

Contract Update:

2013-2014
Revisions to
Attachment I and Exhibits



Introductions




SPEAKERS:


**Bureau of Preparedness & Response
Medical Surge Team**


- **Christie Luce - Medical Surge Team Lead**
- **Jeanine Posey - Registered Nurse Consultant**
- **Debbie Kelley - OPS Government Operations Consultant**




Administrative Notes 

- Overview of webinar
- How to use the Chat Feature to submit a question
- Conference call participants:
 - Please keep your phones on mute when you are not speaking.
 - Please do not place the call on hold.




Learning Objectives 


- Discuss changes to Attachment I and supporting documents.
- Discuss changes to deliverables and tasks included in the contract.
- Discuss new processes for submitting deliverables.

Standard Contract Summary Sheet
Page 1-6 

- Standard Contract Language
- Provider Information
- Provider Signature




Attachment I
Pages 7-17




- **New Definitions:**
 - All-Hazards
 - HAVBED
 - HAMS
 - Healthcare System Partners
 - Licensed Healthcare Facilities
 - Medical Surge
- **Revised General Statement of Work**
 - The purpose of this contract is to foster relationships and communications between healthcare system partners within a community to collaboratively achieve healthcare preparedness capabilities. This contract specifically provides resources that support state, local, territorial, and tribal public health departments and healthcare systems/organizations in building and sustaining medical surge capacity.

Generic Revisions




- **Revised Scope of Service**
 - Healthcare Coalition Participation
 - Preparedness Training and Exercises
 - MCI Equipment and Supplies
- **Revised Program Goal**
 - The goal of this contract is to support local level healthcare system preparedness, mitigation, response, and recovery as outlined in the public health and healthcare system preparedness capabilities


FDOH Recognized Healthcare Coalitions




- **Tier 1: RDSTF Regions (1-7)**
- **Tier 2: Local Healthcare Coalitions**
 - First Coast Disaster Council
 - Palm Beach County Health Emergency Response Coalition
 - Broward County Consortium
 - Miami-Dade Healthcare Coalition

**Objective 1 – HCC Tasks:
Participate in a DOH Recognized HCC** 

- 1.1- Provider must attend at least **50%** of scheduled DOH recognized HCC meetings.
- 1.2- Provider must be able to demonstrate a **defined role** in their local emergency management plan.
- 1.3- Provider must demonstrate **collaborative planning** to ensure there is a strategy to absorb medical surge.
- 1.4- Provider must participate, as a **member of a healthcare coalition**, in at least one state-approved regional or statewide exercise during the five year grant cycle.

Objective 2 – Develop the ability to provide adequate medical evaluation and care during incidents that exceed the limits of the normal medical infrastructure 

- 2.1 – Provider must **assess their capability to respond to medical surge incidents** by identifying gaps, challenges and barriers.
- 2.2 - The ASPR HPP requires that participating hospitals demonstrate **NIMS compliance**. Provider must demonstrate that their disaster preparedness training and exercise program reflects the principles of the NIMS and how Provider plans to implement any NIMS objectives that are not fully implemented.

Objective 2 – Develop the ability to provide adequate medical evaluation and care during incidents that exceed the limits of the normal medical infrastructure 

Objective 2

- 2.3 – Provider must develop strategies to mitigate identified gaps, challenges, and barriers, to include:
 - a. Provider must submit a **MYT&EP** (Exhibit 15) based on the **PHHP Capability Assessment and Planning Tool for Medical Surge** (Exhibit 11).
 - b. Provider must conduct or participate in training to address capability gaps and corrective actions.

Please note: Provider is required to maintain or have access to a fully trained Decontamination Team


Objective 3 – Provider must purchase, maintain, and store MCI Equipment and Supplies



3.1 - MCI Equipment and Supplies purchases must be based on identified gaps, challenges, and barriers identified in the Provider's completed PHHP Capability Assessment and Planning Tool for Medical Surge (Exhibit 11).

3.2 - Provider must maintain and submit to the Department an inventory of all MCI Equipment and Supplies purchased using this federal funding source.


Objective 3 - Continued




3.3 – Provider must purchase, maintain and store MCI Equipment and Supplies to ensure satisfactory operation for the normal life expectancy.

a) Purchase – Provider must:

- Obtain written approval by the Department in advance of any purchase of MCI Equipment and Supplies as stated in MCI Purchase Request Process (Exhibit 6). The deadline for purchase requests is May 1 of each year.
- Order, receive and pay for the MCI Equipment and Supplies during the current contract term.



Task to Deliverable Matrix: Deliverable 1



Deliverable 1: Demonstrated participation in an HCC by attending at least 50% of scheduled HCC meetings


Task 1.1: Provider must attend at least 50% of scheduled FQHC recognized HCC meeting

Required Docs: Attestation of Attendance (Exhibit 7) from the HCC Chair indicating that Provider has attended at least 50% of scheduled HCC meetings

Fixed Fee Value: 20% of Training Allocation

Due Date: No later than May 30, 2014

HCC ATTESTATION OF ATTENDANCE
Exhibit 7

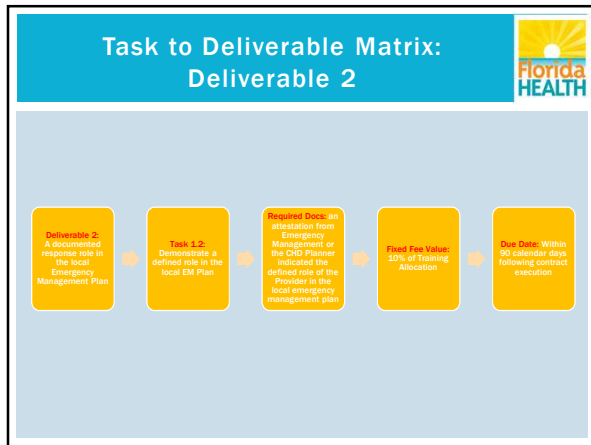


A representative from Facility Name has attended at least 50% of regularly scheduled Healthcare Coalition meetings from July 1, 2013 to May 30, 2014.


HCC Name _____

Signature of HCC Chair _____

Date _____



Attestation – Inclusion in County Emergency Management
Exhibit 9



<Facility Name> has a defined role in <county's> Emergency Management Plan.

This facility's role in the Plan is described below.
<Enter facility role in plan>

Name: _____
Title: _____
Signature: _____
Date: _____

Task to Deliverable Matrix: Deliverable 3



Deliverable 3: A facility-level emergency plan that demonstrates how the Provider will accommodate a surge in patients.

Task 1.3: Demonstrate collaborative planning to ensure there is a strategy to absorb medical surge.

Required Docs: a copy of the section of the Provider's Emergency management Plan that demonstrates the steps the Provider will take to ensure their ability to accommodate a surge in patients.

Fixed Fee Value: 10% of Training Allocation

Due Date: No later than May 30, 2014

Task to Deliverable Matrix: Deliverable 4



Deliverable 4: Participation in a regional or jurisdictional HCC preparedness exercise


Task 1.4: Participation in a Regional or State supported HCC exercise

Required Docs: submission of the HCC After Action Report and Improvement Plan (AAR/IP)

Fixed Fee Value: 100% of Exercise Allocation


Due Date: 60 calendar days after exercise - OR - 10 business days after expiration of contract (whichever is earlier)

Task to Deliverable Matrix: Deliverable 4

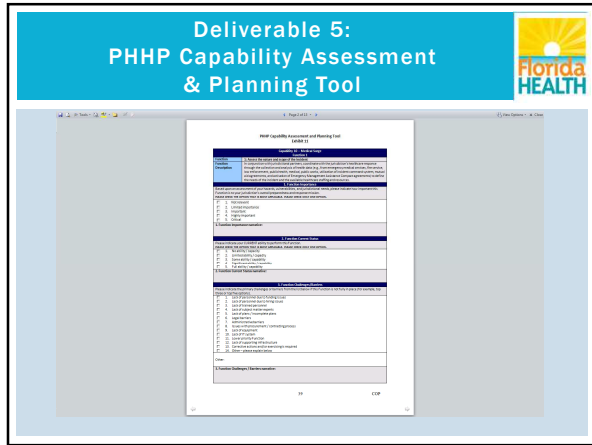


■ HSEEP AAR/IP Template:

<https://www.llis.dhs.gov/content/aar-ip-template>











**Deliverable 6:
MYTEP**




Changes:

- HVA / Risk Based / Building Block Approach
- Participation with Coalitions/ Community Partners
- Decontamination Capability or Access
- Training – Provider / Coalition / Community Partners
- Exercise – Type of Exercise – FE / FSE
- Exercise – Provider / Coalition / Community Partners



**Deliverable 6:
Training Summary (Exhibit 10)**



- Training Name:
- Training Date:
- Class (if applicable):
- Training Type:
- Sub Capability Addressed:
- Number of Staff Trained:
- Other entities present:



**Task to Deliverable Matrix:
Deliverable 7**

```

    graph LR
      A["Deliverable 7  
The purchase of medical surge equipment and supplies based on identified risks"] --> B["Task 7.1.4.3.3  
Purchase of Medical Equipment and Supplies based on identified gaps, challenges and barriers identified in the Providers completed PHSIP Capability Assessment and Planning Tool for Medical Surge"]
      B --> C["Required Docs:  
Vendor invoice  
Proof of Payment  
Signed Invoice  
Letter  
MBE Form"]
      C --> D["Cost Reimbursement  
Letter  
Up to 100% of Equipment Allocation"]
      D --> E["Due Date:  
No later than May 30, 2014"]
  
```

EQUIPMENT PURCHASES

- Purchase must be based on gaps identified in the PHHR Capability Assessment and Planning Tool for Medical Surge –OR – used to sustain a previous purchase – OR – to sustain supplies 10% above normal par levels.
- As long as the purchase is not disallowed by the ASPR HPP Grant, the purchase will be approved by FDOH.

Task to Deliverable Matrix: Deliverable 8

Deliverable 8:
Demonstrated compliance with NIMS objectives

→

Task 2.2:
Demonstrate compliance with NIMS objectives

→

Required Docs:
Submission of the Facility NIMS Status (Exhibit 5) Indicating the Provider's current status related to the 11 recognized NIMS Objectives.

→

Fixed Fee Value:
No cost

→

Due Date:
No later than May 15, 2014

Task to Deliverable Matrix: Deliverable 8

FACILITY NIMS STATUS			
Objective	Implemented	In Progress	Not Started
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>







Task to Deliverable Matrix: Deliverable 10



Deliverable 10:
An up-to-date inventory of all supplies and equipment purchased with HPP funds


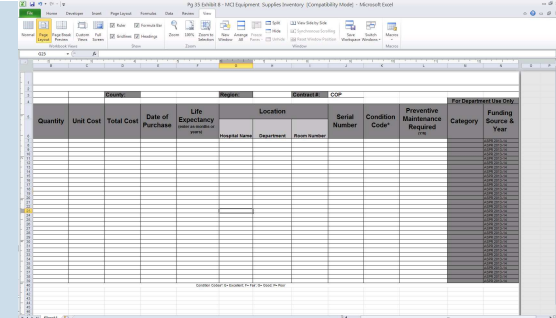
Task 3.2: Maintain and submit to the Department an inventory of all MCI Equipment and Supplies purchased and/or mobilized using the federal funding source

Required Docs:
Submission of a completed MCI Equipment and Supplies Inventory (Exhibit 9)


Fixed Fee Value:
No cost deliverable, but contract (invoicer) not paid until accepted by Dept.

Due Date:
No later than May 30, 2014

Deliverable 10 MCI Equipment & Supply Inventory





HPP Allocations




Methodology:

- Determine needs based on a hazard vulnerability analysis (HVA) or other gap analysis.
- Resources to sustain or meet Medical Surge capabilities that have been achieved as a result of previous funding.
- Documented need for equipment, training, or exercises that address specific aspects (capabilities) of Medical Surge for hospitals or other healthcare system partners that have a defined role during an event or incident (this may include a new facility or a new partner that has not previously participated in the Program).

HPP Allocations 

- A percentage based on the total number of hospitals with emergency departments and number of licensed beds.
- Active participation in their specific RDSTF, and/or a key member of a local coalition or response team.
- If applicable, successful completion of past HRSA/ASPR Hospital Contracts.
- Category allocations cannot be adjusted without prior approval from the DOH Contract Manager.

Healthcare Assessment & Monitoring System (HAMS) 

- Due for production release mid-August
- “Budget” online
- All deliverables submitted online
- Invoices submitted online
- Track allocations
- Equipment requests
- Inventory list automatically generated
- Export to IRMS

Questions? 