

Fall-Ex 2019: Healthcare Coalition Communications Exercise

On December 11, 2019, the Northwest Healthcare Response Network (the Network) is hosting Fall-Ex, an exercise designed to support healthcare coalition partners. This year's Fall-Ex will provide an opportunity for healthcare facilities and partner agencies to test their operational communication plans and processes, as well as practice communicating and coordinating with the Network and other healthcare partners in a community exercise.

Exercise Date: Tuesday, December 11, 2019, 1:00pm – 3:00pm

Exercise Participants:

Exercise play will be open to all healthcare organizations and partner agencies from the 15 counties and 25 contiguous sovereign tribal nations within the Coalition service area, this includes non-hospital healthcare partners, such as:

- Ambulatory Surgery Centers
- Blood Providers
- Dialysis Facilities
- Emergency Management
- EMS/Patient Transport
- Home Health/Home Care
- Hospice
- Hospitals
- Long-Term Care Facilities
- Outpatient Clinics
- Public Health/Local Health Jurisdictions
- Tribal Nations and Clinics
- Other Regional Partners

Components of Play: Exercise participants are expected to participate in regional play and be prepared to:

1. Receive alerts from the Network's Healthcare Emergency Coordination Center (HECC).
2. Attempt communication with contacts listed in their communications plan.
3. Test at least two methods of communication, other than WATrac, during the exercise (such as email, phone, radio, etc.)
4. Complete the post-exercise survey covering exercise play and lessons learned.

Exercise Objectives:

- Successfully stand up their incident command structure and/or activate their communications plan within the first 60 minutes of exercise play.
- Attempt to contact at least 2 external partners listed in their communications plan, using at least 2 different communication systems other than WATrac (such as email, phone, radio, etc.)
- Complete the post-exercise survey by December 16th to receive participation credit.

Planning, Conduct, and Evaluation:

To participate in the exercise, we request your participation in the following activities:

Before the exercise:

- **Register for the exercise:** register using the link below by **November 12, 2019**. You will need to provide a contact at each playing location to receive communications during the exercise.
Registration Link: <https://fallexercisenwhrn.eventbrite.com>
- **Prepare your facility to participate:** Identify a lead exercise manager and players for each facility. Identify internal priorities, review your communications plan, and train staff to their roles. See additional suggested actions outlined below to consider.
- **Attend the Optional Exercise Briefing/Training:** Attend the optional exercise briefing and training webinar on November 21, 2019, 13:00 – 16:00 or November 26, 2019, 9:00-12:00 to review the details of the exercise and learn about ways to help your facility prepare.

During the exercise:

- **Participate in the exercise:** Participate in the exercise in your organization's respective capacity as it supports the exercise scope. For your facility to be documented as a participant in the after action report your facility must:
 1. Register to play
 2. Receive alerts
 3. Complete the post-exercise survey

After the exercise:

- **Provide exercise feedback** The Network will seek your feedback to inform the After-Action Report via the post-exercise survey, and an optional exercise manager conference call the week after the exercise.

Suggested Actions Prior to the Exercise:

- Identify a lead exercise manager for each location (or centralize for the system) who will develop and lead your facility-based play. This exercise manager may also act as the exercise controller & evaluator.
- Review and/or update your facility's communication plan.
- Identify and train staff that will participate in your exercise.
- Ensure your facility's emergency contact information is up to date with the Network and other response partners.

Questions: Please direct all questions to info@nwhrn.org