

Amador County - ACS Activation Exercise

1. Welcome/ Introductions (Health Officer) 9:00

2. Review Meeting Objectives (Facilitator) 9:05

- a. Understand the process used to activate an Alternate Care Site
- b. Identify and explain the basic purpose of commonly used forms for ACS Activation.
- c. Develop an Action Plan for activating a 50 bed ACS
 - Group A: Medical Branch (including Clinical Support Services)
 - Group B: Infrastructure (including: Facility, Food Services, Housekeeping)
 - Group C: Security

3. Background/Assumptions

- All hospitals in the area, region, and state are overwhelmed.
- SAH has converted all useable spaces into inpatient beds
- SAH has been operating on 8:1 nursing ratio on the medical and surgical units for the past 6 days and plans to increase nurse/patient ratio to 10:1 on Friday.
- Public Health and OES have already conducted a meeting with the Medical/Health Threat Assessment Group
 1. Triage Criteria for Patient Movement to ACS (no ventilators, Adult Med/Surg patients with “flu symptoms” only).
 2. ACS Site identified: Argonaut High School
- Acquisition of Resources and Facility walk-through will occur after initial ACS Activation Plan is developed

4. Exercise Begins: Incident Briefing (Health Officer) 9:15

- a. Resurgence of H1N1, worst Flu Season since the Spanish Flu of 1918 (Extreme chills, fatigue, and cough often accompanied by fluid in the lungs.)
- b. Nationwide Flu Impact up to 20% of population (8,000 = 20% Amador Population)
- c. Gubernatorial Declaration received, awaiting Presidential Declaration
- d. Region / Local impact: Most hospitals have converted conference rooms and other non-traditional areas to overflow inpatient beds, Sacramento, San Joaquin, and Stanislaus Counties have opened ACS facilities. SAH is reporting that all viable areas for patient care have been converted, and 12 additional inpatients are still being held in the ED.

5. Supporting Documents (Facilitator) 9:30

- Review Forms/Tools (Staffing Matrix, Equipment/Supply Table, HICS-204, etc.)
- Floor Plan of target ACS site
- Provide ACS Plan for reference only
- Proposed Action Plan Timeline (e.g. Day 1-2: Planning, Day 3: Deploy, Day 4: Activate)

6. Develop Key Sections of the ACS Action Plan (ACS Activation Team) 10:00

- ACS Plan, Job Action Sheet, Staffing/Equipment Matrices, Site Map, HICS 204s

7. Present/Review HICS 204s (Group Leaders) 11:00

8. Review Future Tasks (Health Officer) 11:30

- _____ Schedule Facility Assessment of target ACS (HICS Form 251)
- _____ Procure Personnel, Equipment, Supplies (acquisition, prioritization, allocation)
- _____ Schedule / Conduct ongoing Planning Sessions as needed

9. Wrap-Up / Areas Identified for Improvement (Facilitator) 11:45