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| --- |
| **After Action Report – DRAFT** |
| Date of Event:  | Type of Disaster: Community [ ]  Internal [ ]  Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| Planned Event [ ] Actual Event [ ]  | Date reviewed by Emergency Management Committee or Manager:  |
| Person(s) responsible for completing the summary of information: Philip Niemer |

|  |  |
| --- | --- |
| **Auditors** | **Areas or Activities Monitored** |
|  |  |
|  |  |

**Type of Exercise:**

**Scenario:**

**Measurable Performance Expectations for the Six Critical Areas**

|  |  |
| --- | --- |
| **1. Communications***Items to consider** + Activation of emergency management all hazards command structure
	+ Notification of appropriate members of peri-operative, surgical and anesthesia services
	+ Communication with the media, suppliers, patient families
	+ Internal communications
 | Satisfactory [ ]  Unsatisfactory [ ]  NA [ ]  |
| ***Comments from staff debriefing and auditors:***  |
| 1. **Resources and Assets**

*Items to consider** + Additional resources located and addressed before receiving patients (stocking-up)
	+ Plan for the replenishment of medical, non-medical, and pharmaceuticals supplies
	+ Need for staff and staff family support addressed
	+ Stockpile inventories accessed
 | Satisfactory [ ]  Unsatisfactory [ ]  NA [ ]  |
| ***Comments from staff debriefing and auditors:***  |
| 1. **Safety and Security**

*Items to consider** + Internal and external security maintained
	+ Outside agencies identified in the facility during emergency operations
	+ Handling of hazardous materials
	+ Patients susceptible to “wandering” identified and monitored during emergencies
	+ Traffic external to the facility managed
 | Satisfactory [ ]  Unsatisfactory [ ]  NA [ ]  |
| ***Comments from staff debriefing and auditors:***  |
| **4. Staff Responsibilities***Items to consider** + Staff awareness of their roles and responsibilities as defined in the influx or department specific disaster policy
	+ Communication with Licensed Independent Practitioners regarding their roles and to whom they report during emergency operations
	+ Methods to identify authorized personnel during the emergency
 | Satisfactory [ ]  Unsatisfactory [ ]  NA [ ]  |
| ***Comments from staff debriefing and auditors:***  |
| **5. Utilities Management***Items to consider** + Alternate means of electricity, water for drinking and patient care or water for equipment and sanitation
	+ Adequate fuel for building operations & transportation functions
	+ Alternate means for other essential utilities, i.e. ventilation, med gas/vacuum, elevators, etc
 | Satisfactory [ ]  Unsatisfactory [ ]  NA [ ]  |
| ***Comments from staff debriefing and auditors:***  |
| **6. Patient Clinical & Support Activities***Items to consider** + Scheduling, triage, assessment, treatment, admission, transfer, discharge, & evacuation.
	+ Needs of special populations i.e. pediatric, geriatric, & disabled
	+ Plans for personal hygiene & sanitation needs Plans for mortuary services
	+ Plans for documenting & tracking patient’s clinical information
 | Satisfactory [ ]  Unsatisfactory [ ]  NA [ ]  |
| ***Comments from staff debriefing and auditors:***  |
| **7. Infection Prevention Activities***Items to consider** + Infection Prevention controls in place.
	+ Recommendations for Infection Prevention
	+ Plans for infectious outbreak
	+ Plans for documenting isolation & tracking patient’s clinical information
 | Satisfactory [ ]  Unsatisfactory [ ]  NA [ ]  |
| ***Comments from staff debriefing and auditors:***  |
| **8. Information Technology***Items to consider** + Plans for IT Disaster Recovery
	+ Alternate vendors
	+ Red Phones
	+ Red Computers
	+ Downtime Forms
	+ Downtime Instructions
	+ System upgrades
 | Satisfactory [ ]  Unsatisfactory [ ]  NA [ ]  |
| ***Comments from staff debriefing and auditors:***  |

**How was this event rated according to the identified on the Community Hazard Vulnerability Analysis (CHVA)?**

*Top Five Risk Occurrence/Response*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Risk Occurrence** |  |  | **Risk Response** |  |
| 1 |  | 60% | 1 |  | 67% |
| 2 |  | 58% | 2 |  | 63% |
| 3 |  | 51% | 3 |  | 61% |
| 4 |  | 49% | 4 |  | 60% |
| 5 |  | 49% | 5 |  | 58% |

*CHVA Ratings*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  **COMMUNITY HAZARD VULNERABILITY ASSESSMENT TOOL** | **PROBABILITY** | **HUMAN IMPACT** | **PROPERTY IMPACT** | **BUSINESS IMPACT** |
| Likelihood of future occurrence and facility response | Percentage of population likely to be injured or killed under an average occurrence of the hazard | Percentage of properties likely to be affected under an average occurrence of the hazard | Percentage of businesses likely to be affected under an average occurrence of the hazard |
| 0 = N/A (implausible) 1 = Low (0-1 event / 30 years) 2 = Moderate (2-3 events / 30 years) 3 = High (4+ events / 30 years)  | 0 = N/A (no impact expected) 1 = Low (<1% affected) 2 = Moderate (1-10% affected) 3 = High (>10% affected)  | 0 = N/A (no impact expected) 1 = Low (<1% affected) 2 = Moderate (1-10% affected) 3 = High (>10% affected)  | 0 = N/A (no impact expected) 1 = Low (<1% affected) 2 = Moderate (1-10% affected) 3 = High (>10% affected)  |
|
|  | **Occurrence** | **Response** |   |
|  | 3 | 1 | 1 | 1 | 2 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **MITIGATION** | **PREPAREDNESS** | **RESPONSE** | **RECOVERY** | **RISK Occurrence** | **RISK Response** |
| **Internal (Jurisdic-tional)** | **External (Region/ State)** | **Internal (Jurisdic-tional)** | **External (Region/ State)** | **Internal (Jurisdic-tional)** | **External (Region/ State)** | **Internal (Jurisdic-tional)** | **External (Region/ State)** | Relative threat (increases with percentage) | Relative threat (increases with percentage) |
| 1 = Substantial 2 = Moderate 3 = Limited or none | 1 = Substantial 2 = Moderate 3 = Limited or none | 1 = Substantial 2 = Moderate 3 = Limited or none | 1 = Substantial 2 = Moderate 3 = Limited or none | 1 = Substantial 2 = Moderate 3 = Limited or none | 1 = Substantial 2 = Moderate 3 = Limited or none | 1 = Substantial 2 = Moderate 3 = Limited or none | 1 = Substantial 2 = Moderate 3 = Limited or none | 0 - 100% | 0 - 100% |
|
| 2 | 2 | 2 | 1 | 2 | 1 | 1 | 1 | **49%** | **16%** |

Does this event needed to be added to the CHVA tool? [ ]  Yes [x]  No If yes, what should be added? (Insert here)

**How was this event rated according to the 96 Hour Sustainability Grid?**

|  |  |
| --- | --- |
|  | **Hours of Operation Capabilities** |
| **Resources (Limiting Factor)** |  |  | **Day 1** |  |  |  |  |  | **Day 2** |  |  |  |  | **Day 3** |  |  |  |  | **Day 4** |  |  |
| **Hour** | **1** | **4** | **8** | **12** | **16** | **20** | **24** | **28** | **32** | **36** | **40** | **44** | **48** | **52** | **56** | **60** | **64** | **68** | **72** | **76** | **80** | **84** | **88** | **92** | **96** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

[ ]  This event was not rated according to the 96 hour sustainability grid.

**Comparing this drill to the past drills/events, what was noticeably improved or deficient?**

**What strengths were observed during the event?**

*

**What weaknesses were observed during the event?**

**Other comments:**

**Follow Up**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Follow Up** | **Action Plan/Interim Measures** | **Person/Department Responsible** | **Anticipated****Completion Date** | **Risk Rating 0-3** |
| **Location/ Date** |  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Interim Measures Required Yes [ ]  No [ ]

*Children’s Hospital Colorado (CHCO) defines interim measures as urgent actions that must be resolved timely to reduce the imminent risk of irreparable harm to the facility and/or those individuals located in the facility. If interim measures are required, a risk rating of 3, these will be noted in the AAR and on this form.*

**Notes relating to required interim measures:**

|  |
| --- |
| **Staff Debriefing**  |
| **Name** | **Title** | **Emergency Positions**  |
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