# Exercise Evaluation Guide

|  |  |  |
| --- | --- | --- |
| *Exercise Name: IHE COVID 19 TTX*  *Exercise Date:* [Insert exercise date] | *Organization/Jurisdiction:*  [Insert organization or jurisdiction] | *Venue:*  [Insert venue name] |
| **Response** | | |
| *Exercise Objective:* | | |
| *DHS Core Capability:* **Planning**  Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or community-based approaches to meet defined objectives. | | |
| *Public Health Preparedness Capability:* **Community Preparedness**  Community preparedness is the ability of communities to prepare for, withstand, and recover — in both the short and long terms — from public health incidents. | | |
| * **Organizational Capability Target 1:** Examine the ability of Institutes of Higher Education (IHE) to conduct repopulation of campuses.   *Critical Task:* Establishment of a COVID-19 coordinator/campus team  *Critical Task:* Contact information and procedures for reaching the local health department.  *Critical Task:* Students’ initial return to campus (such as initial screening, move-in)  *Critical Task:* Education/training of students: consider COVID-19 prevention education as part of student orientation. (hand washing, staying home if ill, etc.)  *Critical Task:* Physical Distancing, according to CDC guidance  *Critical Task:* Hygiene practices and cleaning/disinfecting protocols.  *Critical Task:* Housing  *Critical Task:* Consideration of vulnerable individuals  *Critical Task:* International student considerations  *Critical Task:* Partnership and communication/information sharing with the local community, health systems and other stakeholders.  *Critical Task:* Face coverings  *Critical Task:* Student Health Services (SHS)  *Critical Task:* Large events, including athletic events, and others such as ceremonies or performances  *Critical Task:* Communications strategy  *Critical Task:* *Orientation and education/training, including anti-stigma training*  **Source(s):** [Insert name of plan, policy, procedure, or reference] | | |
| * **Organizational Capability Target 2:** Discuss the monitoring of health conditions to detect COVID-19 infection in the campus environment.   *Critical Task:* Daily health screening questions and/or other health monitoring approaches that can be used to monitor health of the campus population.  *Critical Task:* Campus level syndromic (disease) surveillance using electronic health record data or other disease surveillance methods as feasible.  *Critical Task: Establishment of a testing strategy*  **Source(s):** [Insert name of plan, policy, procedure, or reference] | | |
| * **Organizational Capability Target 3:** Assess the ability of IHE to perform containment to prevent spread of the COVID-19 when detected.   *Critical Task*: Partnership with VDH for contact tracing  *Critical Task:* Quarantining and isolating (provision of housing, basic needs, medical case management)  *Critical Task:* Campus outbreak management  *Critical Task:* Partnership with local health systems to assure care for symptomatic individuals as needed. (e.g. a local health system representative could serve on the COVID-19 team)    **Source(s):** [Insert name of plan, policy, procedure, or reference] | | |
| **Organizational Capability Target 4:** Discuss the shutdown considerations if necessitated by severe conditions in accordance with public health guidance.  *Critical Task:* Plans regarding the criteria and process for campus dismissals or shutdowns. Decisions regarding dismissals and shutdowns should be made in consultation with local and state public health officials.  *Critical Task:* Nature of reduced campus activity in the event of severe conditions/public health direction or guidance.  *Critical Task:* Considerations regarding student health and safety on campus versus returning home.  *Critical Task*: Communications plan for dismissals/shutdowns.  **Source(s):** [Insert name of plan, policy, procedure, or reference] | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Organizational Capability Target** | **Associated Critical Tasks** | **Observation Notes and**  **Explanation of Rating** | **Target Rating** |
| Participants will discuss existing plans and identify planning gaps as they relate to managing a positive COVID-19 case within the school district. | Plans to meet school safety guidance:   * + - Fire Drills     - School Bus Safety Drills     - Lockdown Drills |  |  |
| Participants will discuss mitigation and protection measures that can be put into place to protect students and employees supporting the continuity of learning. | *Critical Task:* Contact information and procedures for reaching the local health department.  *Critical Task:* Physical Distancing, according to CDC guidance    *Critical Task:* Hygiene practices and cleaning/disinfecting protocols.  *Critical Task*: Consideration of vulnerable individuals  *Critical Task*: Face coverings |  |  |
| Participants will identify and discuss plans and procedures that protect the health and safety of students and employees and can be implemented while supporting continuity of learning.  Assess the ability of School to perform containment to prevent spread of the COVID-19 when detected.  Discuss the shutdown considerations if necessitated by severe conditions in accordance with public health guidance. | *Critical Task:* Daily health screening questions and/or other health monitoring approaches that can be used to monitor health of the school population.  *Critical Task*: Partnership with VDH for contact tracing  *Critical Task:* Outbreak management  *Critical Task:* Plans regarding the criteria and process for campus dismissals or shutdowns. Decisions regarding dismissals and shutdowns should be made in consultation with local and state public health officials.  *Critical Task:* Communications plan for dismissals/shutdowns*.* |  |  |
|  |  | **Final Core Capability Rating** |  |

|  |
| --- |
| **Ratings Key** |
| P – Performed without Challenges  S – Performed with Some Challenges  M – Performed with Major Challenges  U – Unable to be Performed |

Evaluator Name

Evaluator E-mail

Phone

## Ratings Definitions

|  |  |
| --- | --- |
| **Performed without Challenges (P)** | The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. |
| **Performed with Some Challenges (S)** | The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified. |
| **Performed with Major Challenges (M)** | The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans, policies, procedures, regulations, and laws. |
| **Unable to be Performed (U)** | The targets and critical tasks associated with the core capability were not performed in a manner that achieved the objective(s). |