# Exercise Evaluation Guide

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| *Exercise Name: K-12\_Residential 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:** Participants will discuss existing plans and identify planning gaps as they relate to managing a positive COVID-19 case within the school district.  *Critical Task:* Plans to meet school safety guidance:   * + - Fire Drills     - School Bus Safety Drills     - Lockdown Drills   **Source(s):** [Insert name of plan, policy, procedure, or reference] | | |
| **Organizational Capability Target 2:**  Participants will identify strategies for managing communications that build confidence while properly informing and protecting the students, employees, and their families.  *Critical Task:* Partnership and communication/information sharing with the local community, health systems and other stakeholders.  *Critical Task:* Communications strategy  **Source(s):** [Insert name of plan, policy, procedure, or reference] | | |
| **Organizational Capability Target 3:** 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  **Source(s):** [Insert name of plan, policy, procedure, or reference] | | |
| **Organizational Capability Target 4:** 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.  *Critical Task*: Daily health screening questions and/or other health monitoring approaches that can be used to monitor health of the school population.  **Source(s):** [Insert name of plan, policy, procedure, or reference] | | |
| **Organizational Capability Target 5:** Assess the ability of school to perform containment to prevent spread of the COVID-19 when detected.  *Critical Task:* Partnership with VDH for contact tracing  *Critical Task:* Outbreak management  **Source(s):** [Insert name of plan, policy, procedure, or reference] | | |
| **Organizational Capability Target 6:** 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:** Communications plan for dismissals/shutdowns.  **Source(s):** [Insert name of plan, policy, procedure, or reference] | | |

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| **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 identify strategies for managing communications that build confidence while properly informing and protecting the students, employees, and their families. | *Critical Task*: Partnership and communication/information sharing with the local community, health systems and other stakeholders.  *Critical Task:* Communications strategy |  |  |
| 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. | *Critical Task:* Daily health screening questions and/or other health monitoring approaches that can be used to monitor health of the school population. |  |  |
| Assess the ability of School to perform containment to prevent spread of the COVID-19 when detected. | *Critical Task*: Partnership with VDH for contact tracing  *Critical Task:* Outbreak management |  |  |
| 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:* Communications plan for dismissals/shutdowns*.* |  |  |
|  |  | **Final Core Capability Rating** |  |

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| **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

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| **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). |