# Exercise Evaluation Guide

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| *Exercise Name:* Active Shooter/Complex Attack Incident*Exercise Date:* [Insert exercise date]  | *Organization/Jurisdiction:*Virginia Department of Health | *Venue:*Local Health District |
| **Response** |
| *Exercise Objective:* Discuss the plans of Health Department and hospital/emergency partners to coordinate an emergency response involving an active shooter/complex attack |
| *Core Capability:* **Operational Coordination**Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities. |
| **Organizational Capability Target 1: Operating a Health District Operating Center (HDOC)/Health Department Emergency Coordination Center (ECC)***Critical Task:* Describe what triggers the activation of a HDOC/ECC*Critical Task:* Discuss the processes that guide local health department in command and control of response to one or more incidents*Critical Task:* Describe how the HDOC/ECC interfaces with local EOC and the regional healthcare coalition **Source(s):** Local health district emergency command and control plan |
| **Organizational Capability Target 2: Operating Local Emergency Operations Center (EOC)***Critical Task:* Describe what triggers the activation of a local emergency operations center and who will be represented at the EOC for a situation like this*Critical Task:* Discuss the processes in establishing a Family Assistance Center *Critical Task:* Discuss how additional personnel and/or resources are requested.**Source(s):** Local Emergency Operations Plan/ Hospital Emergency Plans |

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| **Organizational Capability Target** | **Associated Critical Tasks** | **Observation Notes and** **Explanation of Rating** | **Target Rating** |
| Operating a health district operating center (HDOC)/health department emergency coordination center | Describe what triggers the activation of a HDOC/ECC |  |  |
| Describe plans/policies that guide local health department in command and control of response to one or more incidents |  |  |
| Describe how the HDOC/ECC interfaces with local EOC and the regional healthcare coalition |  |  |
| Operating Local Emergency Operations Center (EOC) | Describe what triggers the activation of a local emergency operations center and who will be represented at the EOC for a situation like this |  |  |
| Discuss the processes in establishing a Family Assistance Center |  |  |
| Discuss how additional personnel and/or resources are requested. |  |  |
|  |  | **Final Core Capability Rating** |  |

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| **Ratings Key** |
| P – Performed without ChallengesS – Performed with Some ChallengesM – Performed with Major ChallengesU – 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). |