

The background of the slide is a close-up, high-resolution image of bright yellow and orange flames, likely from a fire. The flames are dynamic and swirling, creating a sense of heat and movement. The text is overlaid on this background.

*A Fire*

at a

FACHC Site

Tabletop Exercise

# Exercise Guidelines

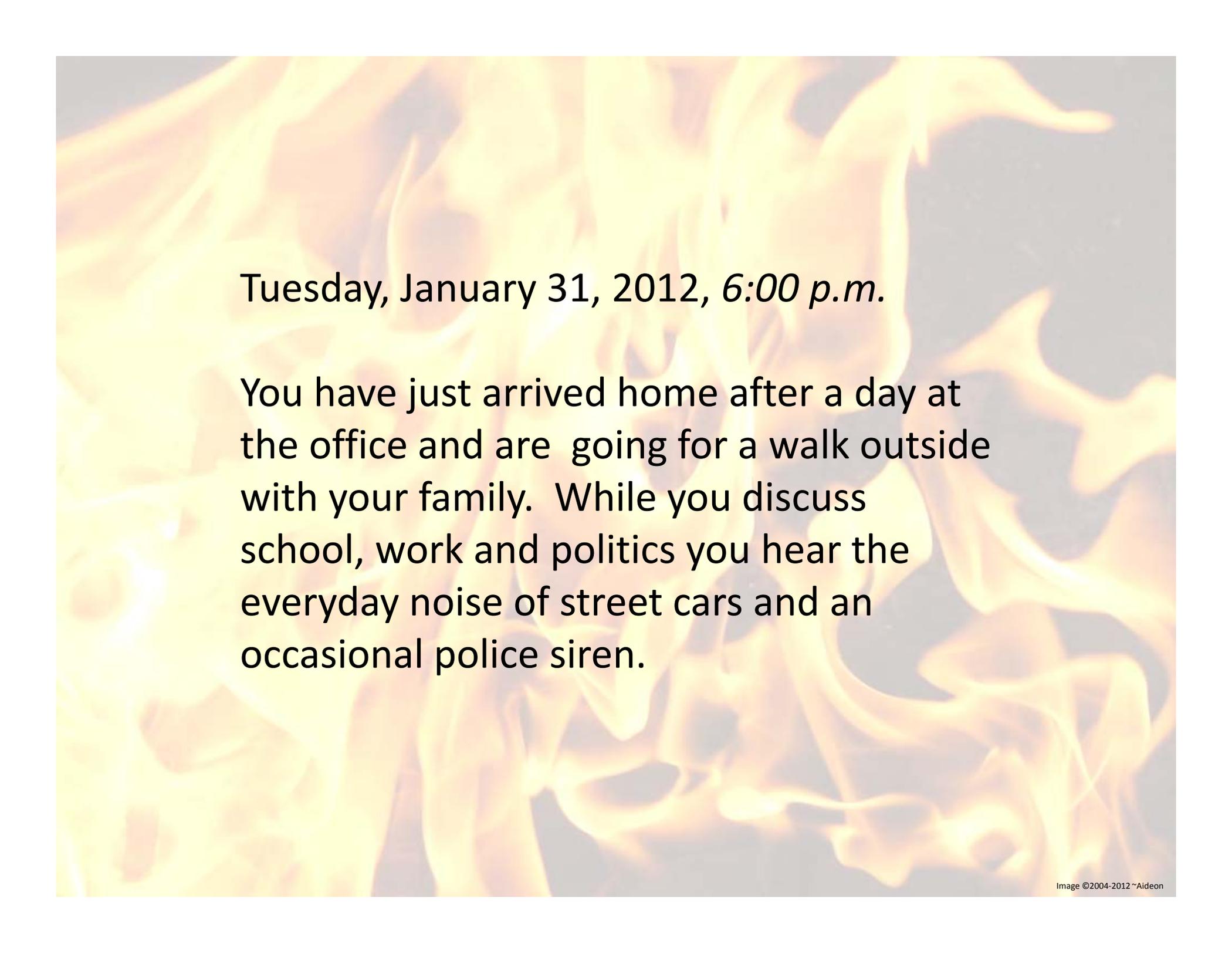
- This is an open, low stress, no-fault environment.
- Assume scenario events occur as presented.
- Focus on identifying issues.
- Varying viewpoints, even disagreements, are expected.
- There are no right answers.
- Your answers do not represent the official Health Center policy

# Purpose and Scope

The purpose of this tabletop exercise is to facilitate a discussion between Health Center emergency management peer group members about how they would continue operations at a secondary site after a fire at their Health Center site.

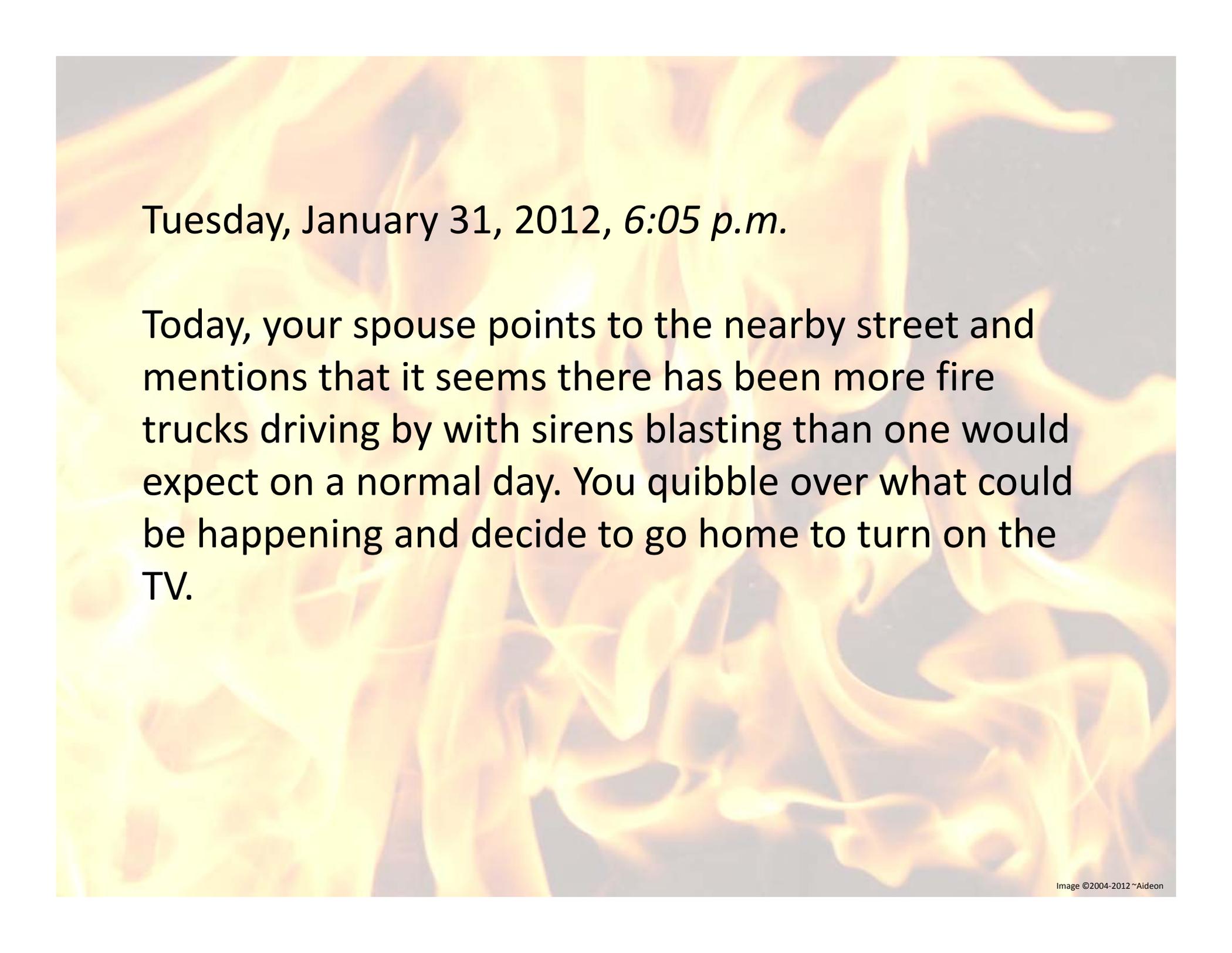
# Objectives

1. Identify secondary site
2. Move operations to the secondary site
3. Continue operations without major financial loss
4. Communicate plans clearly with staff, patients, and outside organizations



Tuesday, January 31, 2012, *6:00 p.m.*

You have just arrived home after a day at the office and are going for a walk outside with your family. While you discuss school, work and politics you hear the everyday noise of street cars and an occasional police siren.

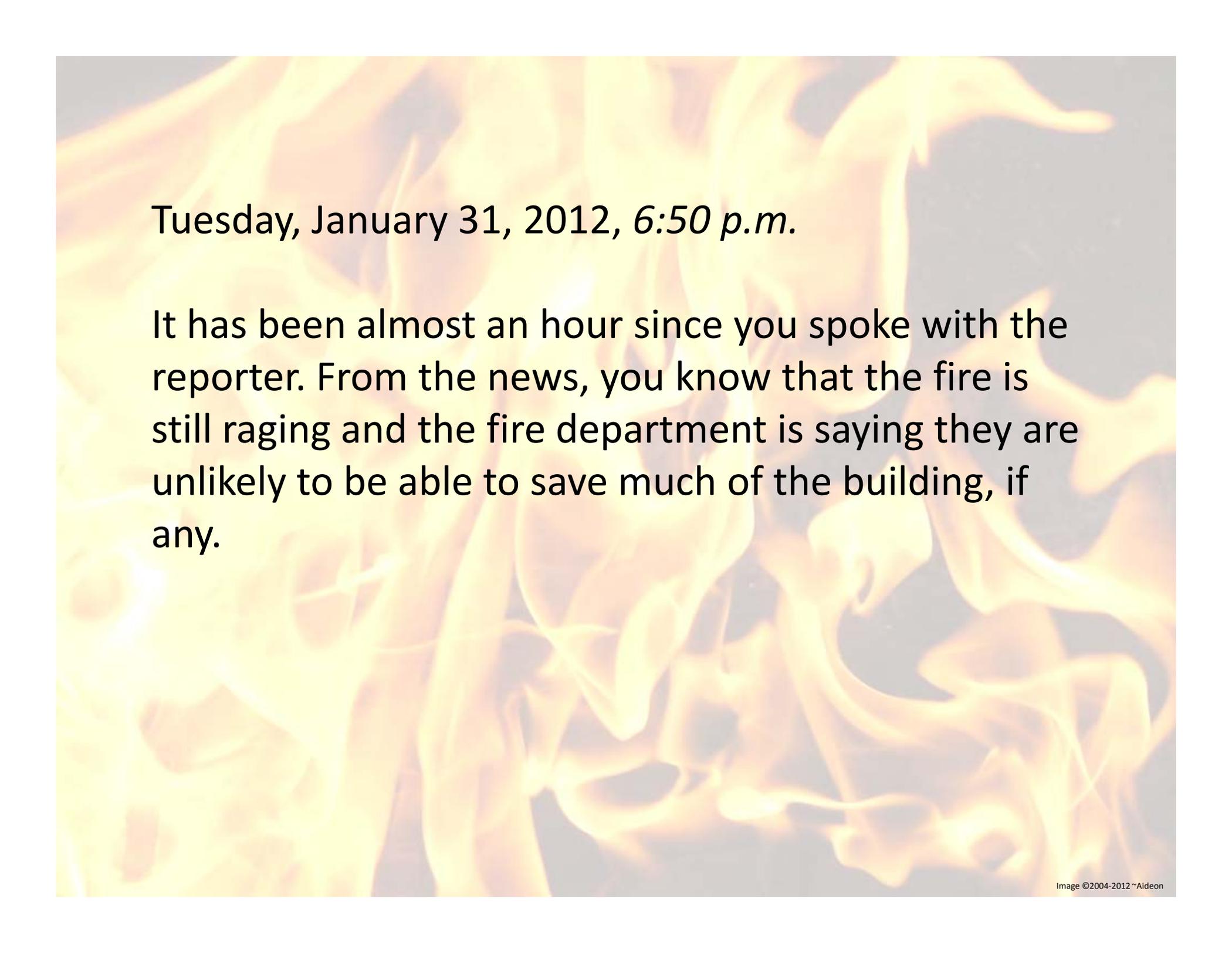
The background of the slide is a close-up, slightly blurred image of bright yellow and orange flames, suggesting a fire. The text is overlaid on this background.

Tuesday, January 31, 2012, *6:05 p.m.*

Today, your spouse points to the nearby street and mentions that it seems there has been more fire trucks driving by with sirens blasting than one would expect on a normal day. You quibble over what could be happening and decide to go home to turn on the TV.

Tuesday, January 31, 2012, 6:10 p.m.

As you walk into the house, you hear the phone ring. To your surprise, the caller identifies herself as a reporter for the local TV station. She tells you that the Health Center where you work is on fire! They are about to air the story and she wants to know if you have thoughts on what will come next for the Health Center, and your personal reaction to what's happening 😊 ?

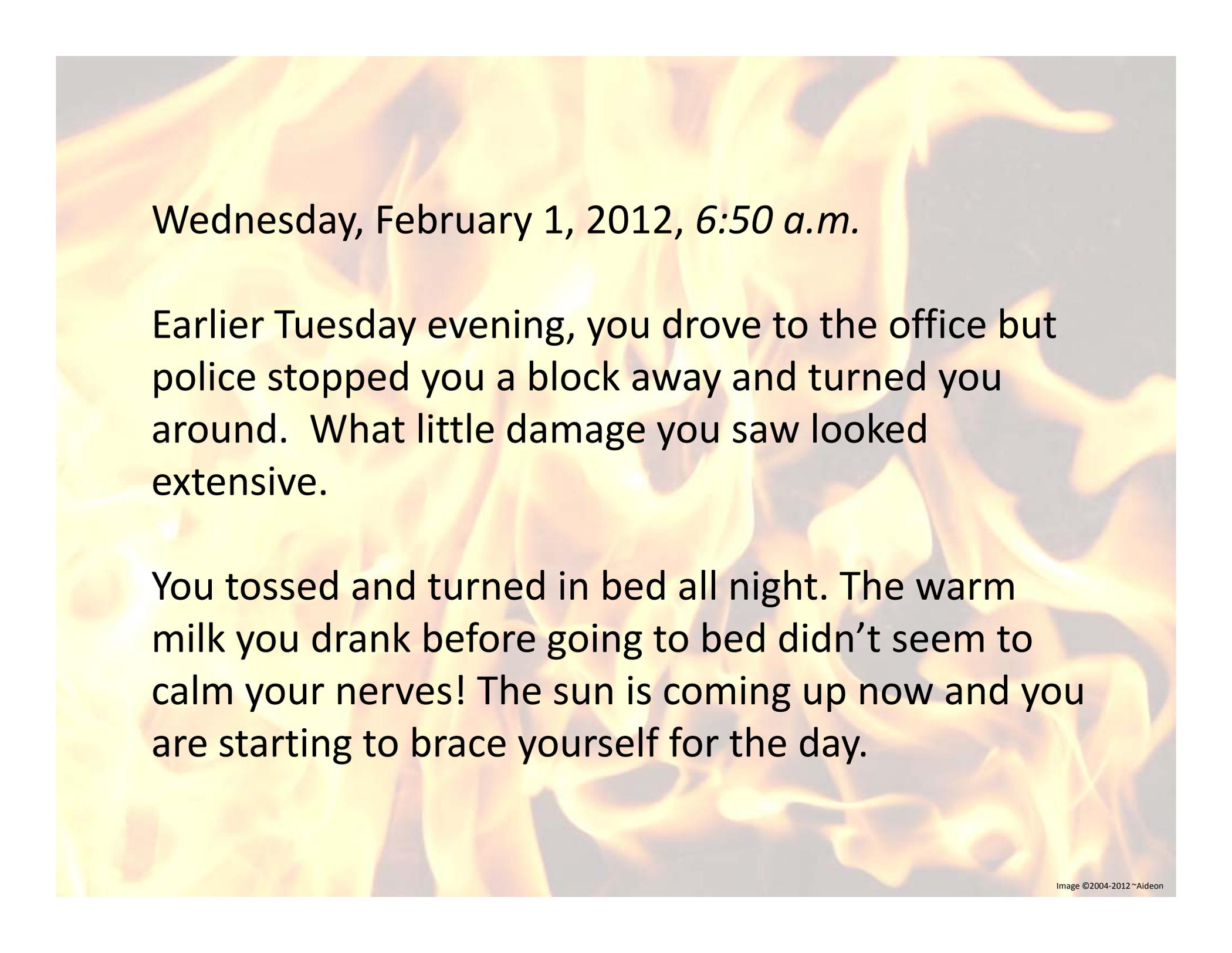


Tuesday, January 31, 2012, 6:50 *p.m.*

It has been almost an hour since you spoke with the reporter. From the news, you know that the fire is still raging and the fire department is saying they are unlikely to be able to save much of the building, if any.

# Questions

1. How do you respond to the reporter?
2. What thoughts are going through your head?
3. What will you do after you finish speaking with the reporter?
4. Is there anyone you need to contact?
  - What communication method will you use?
  - Where will you find the person's contact information?
5. What other actions do you need to take?



Wednesday, February 1, 2012, *6:50 a.m.*

Earlier Tuesday evening, you drove to the office but police stopped you a block away and turned you around. What little damage you saw looked extensive.

You tossed and turned in bed all night. The warm milk you drank before going to bed didn't seem to calm your nerves! The sun is coming up now and you are starting to brace yourself for the day.

# Questions

1. Will you go to work, and if yes, where will you be working out of?
2. Is there anyone you need to contact?
3. What will the clinic do about patient visits scheduled for the day?

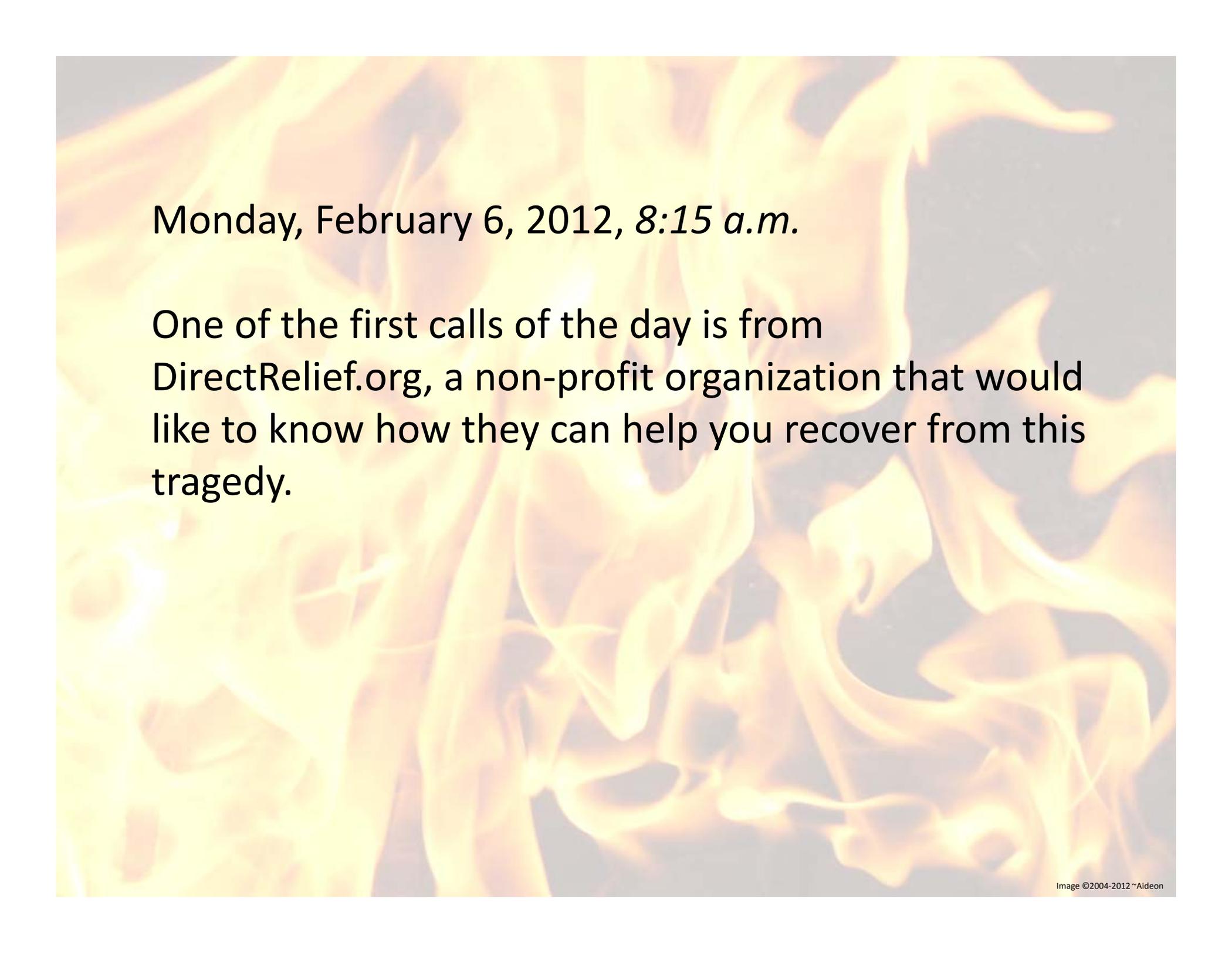
Monday, February 6, 2012, 8:00 a.m.

Management has decided that staff will continue to see patients from your other site. All patients have been re-scheduled and today is the first day that staff will begin seeing patients at the other site.

Management has decided that patients that normally seek care at the non-affected site will also continue to be seen, although some scheduling changes may need to happen.

# Questions

1. How will management communicate decisions to staff?
2. What changes will need to be made to the non-affected site to be able to operate with staff and patients from both sites?
3. How will you track the costs associated with Tuesday night's fire in order to apply for reimbursement from FEMA or insurance?
4. Who will lead the application process for reimbursement?
5. How long do you expect you will need to operate out of this secondary site before you are able to move your original site into a new building?
6. How will patients get to the other clinic location?

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Monday, February 6, 2012, 8:15 *a.m.*

One of the first calls of the day is from DirectRelief.org, a non-profit organization that would like to know how they can help you recover from this tragedy.

# Questions

1. How do you answer DirectRelief.org's question?
2. Will you be contacting other relief organizations?
3. If yes, who will be responsible for this activity?

# Hot Wash

Based on this exercise, what can you do to improve your Health Center's ability to resume operations as quickly as possible, and with as little financial cost as possible after a building is incapacitated due to fire or other causes?