



Disaster Exercises

*Kidney Community
Emergency Response Coalition*

2008



Purpose

- The purpose of this course is to provide a brief introduction to disaster exercises for KCER Coalition members.
- This course outlines why KCER Coalition members participate in exercises and outlines the roles of the players/participants.



Objectives

- Define exercise types
- Describe why organizations participate in disaster exercises
- Describe why and how Coalition members participate in disaster exercises
- Define expectations of the level of participation, roles, and responsibilities of Coalition members



Part I: Exercises

- All about exercises
- Reasons for exercising
- Types of exercises
- Exercise tools and resources
 - Player Handbooks or Situation Manuals
 - Feedback and Evaluations



All About Exercises

- Exercises, sometimes called mock disaster drills, are practice and training activities.
- Exercises test an organization's plans and capabilities.
- Exercises can reveal planning gaps and a need for additional resources.



Reasons for Exercising

- To test existing plans and procedures
- To test technology
- To test the ability to communicate and solve problems
- To train and practice for real emergencies
- To promote quality improvement



Types of Exercises

- Two types of exercises:
 - Discussion-Based Exercises
 - Seminars, Workshops, Tabletops, Games
 - Operations-Based Exercises
 - Drills, Functional Exercises (FE), Full Scale Exercises (FSE)



Discussion-Based Exercises

- Seminars, Workshops, Tabletops, and Games
 - Shorter activity, more casual, not as complicated
 - Does not require actual deployment of resources
 - Provides an orientation to participants
 - Focuses on procedures and policies



Operations-Based Exercises

- Drills, Functional Exercises, Full Scale Exercises
 - Longer activity, more complex
 - Requires the actual deployment of resources
 - Tests capabilities, equipment and technologies
 - Clarifies roles and responsibilities



Exercise Tools and Resources

- **Player Handbooks (or Situation Manuals)**
 - Provides background information on the scope, schedule, and objectives for the exercise. It presents the scenario (the mock disaster).
- **Feedback and Evaluations**
 - Ensures the participants play an active role in the exercise and serves as an evaluation tool for future exercises.



Part II: KCER Exercises

- What is KCER?
- What are Response Teams?
- What does KCER do?
- Why does KCER have disaster exercises?
- Why can't my dialysis facility participate in this exercise?



What is KCER?

- The Kidney Community Emergency Response Coalition (KCER) is a national group of volunteers dedicated to promoting disaster preparedness for the kidney community.
- KCER's mission is to collaboratively develop, disseminate, implement and maintain a coordinated preparedness and response framework for the kidney community in the event of any type of emergency or disaster.



What is KCER?

- KCER is a CMS funded special project. FMQAI: The Florida ESRD Network (Network 7) provides administrative support to KCER.
- KCER supports the CMS goal to ensure the right care for every patient every time.
- KCER supports the ESRD Network Program, including improving the quality and safety of dialysis-related services provided for individuals with end stage renal disease.



What are Response Teams?

- There are eight Response Teams which provide expertise on a certain area of concern for the kidney community. Each Response Team has one or two Team Leaders.
- Each Response Team holds a meeting (usually via teleconference) every other month or as needed.
- Each Response Team's activities and goals are outlined in their Charter and Activation Plan.



What does KCER do?

- Raise public awareness of the critical needs of individuals with kidney failure and the providers who serve them, and the need to plan ahead to ensure that the life-saving dialysis services are available and obtainable in the event of an emergency and/or disaster.
- Promote and disseminate tools and resources so that these are available to individuals with kidney failure, dialysis facilities, and Federal, state, and emergency workers.



What does KCER do?

- Test and refine the national response strategy that has been put into place to assist Federal, state, and local efforts in the event of an emergency and/or disaster.
- Plan for a possible flu pandemic.



What does KCER do?

- Develops materials
- Promotes resources and tools developed by the Coalition
- Raises public awareness and awareness among emergency responders
- Provides technical assistance to CMS, ESRD Networks, and Members of the Kidney Community
- Assists ESRD Networks in preparing for emergencies



Why does KCER have disaster exercises?

- The KCER Coalition has an annual disaster exercise to ensure the organization is able to respond to an emergency in the kidney community in a timely and efficient manner; to test response mechanisms, policies, and technologies; and to ensure KCER is able to solve problems that might arise during an emergency.



Why can't my dialysis facility participate in this exercise?

- KCER provides assistance to ESRD Networks in the event the Network needs additional resources to deal with an emergency or disaster.
- The scope does not include facility-level activities like facility disaster plans, direct patient care, evacuating from the facility, patient records, etc.
- This is a national-level activity. Facility-level activities should be conducted at a local level.



Part III: Coalition Members' Roles

- Who am I and why am I here?
- Team Charters and Activation Plans
- Communication
- Roles and responsibilities
- Player Handbooks
- Expectations



Who am I and why am I here?

- You are involved in the kidney community
- You are dedicated to providing quality care
- You are able to assist the Coalition in disaster planning, preparedness, response, and recovery activities
- You signed up to be a volunteer for one of the KCER Coalition Response Teams



Team Charters and Activation Plans

- Each KCER Response Team has a Charter and Activation plan.
- You should have been provided with these documents when you volunteered. If not, ask your Response Team Leader for the documents.
- The Charter outlines your Team's activities.
- The Activation Plan outlines how your team will respond in a disaster.



Communication

- Each Response Team has a Listserv to communicate between all the team members.
- Additionally, your Response Team Leader may ask you for your personal contact information to reach you in case of an emergency.



Roles and Responsibilities

- It is your responsibility to fully read your Response Team Charter. If you do not understand your responsibilities, discuss the issues with your Response Team Leader.
- Your role in a drill is to read the player handbook in its entirety, read it again, and follow the instructions carefully.



Player Handbooks

- The exercise player handbook describes the exercise, outlines the goals and objectives, and will guide you through the disaster scenario. The handbook is different for each exercise.
- Player handbooks are only distributed to those KCER Coalition members registered for the exercise.
- It is your responsibility to read the player handbook and complete the forms in the handbook.



Player Handbooks

- Describes the type of exercise
- The structure of the exercise (who, what?)
- Purpose (why?)
- Scope (when, how?)
- Objectives (what should the exercise achieve?)
- Rules for simulations, safety, and communications
- Player responsibilities
- Outlines the disaster scenario and assists players in making responses to the scenario



Expectations

- Coalition members are expected to read the Player Handbook thoroughly.
- Players are expected to complete and return all of the forms included in the Player Handbooks.
- Players are expected to stay within the scope (Charter) of their Response Team and act responsibly.
- Players are expected to give constructive criticism and assist in solving problems that may arise during/after the exercise.



Review

- An exercise is an organized and evaluated activity that serves as training/practice for KCER Coalition members.
- This activity might also test the Coalition's ability to respond quickly, communicate and solve problems that might arise in a real emergency.
- Review your Response Team Charter to determine your roles and responsibilities.



Review

- Review the player handbook for each exercise. The player handbook will outline the purpose and objectives.
- The player handbook also outlines the player's roles and responsibilities. Only respond to the disaster scenario in terms of the exercise objectives and your Response Team's Charter.



End

- The course has ended. Please take a moment to review the key concepts.
 - What is an exercise?
 - Why does KCER have an annual exercise?
 - What is my role in this exercise?



Questions?



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