

AAR Reporting Form-- HPP Drills Exercises

HPP participating healthcare facilities are required to complete AARs for each drill and exercise. This form should be completed for each drill and exercise and submitted to the Local HPP Entity when an exercise-specific form has not been provided.

1. Facility Name(s):

2. Preparer's Name:

3. Preparer's Title:

4. Contact Phone:

5. Contact Email:

6. Contact Fax:

7. Please enter the date of the drill/exercise below. If more than one day, please enter the date the drill/exercise began.

Drill/Exer MM DD YYYY

8. Type of Drill/Exercises

- Tabletop Exercise (TTX) (simulated scenarios to assess/test plans, policies, etc.)
- Game (team simulation of operations using rules, data, policies and procedures)
- Drill (supervised activity to test a single operation or function)
- Functional (validates multi-agency coordination/command w/o "boots on ground")
- Full-Scale (validates multi agency/multi jurisdictional collaboration/control with "boots on ground" response)

9. Type of Incident/Focus (check all that apply):

- Utility
- Mass Casualty
- Infectious Disease (specify): _____
- Natural Disaster (specify): _____
- Hostage
- Chemical
- Biological
- Radiological
- Nuclear
- Explosive
- Other please specify:

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10. Identify drill/exercise goals/objectives:

- a.
- b.
- c.
- d.

11. Identify key elements of Emergency Operations Plan tested (check all that apply):

- Alerting/notification
- Bed availability/capacity reporting (QCS)
- Biological
- Chemical
- Communication/connectivity
- Decontamination
- EOC/DOC activation
- Epi/Surveillance
- Evacuation
- HazMat
- Isolation/quarantine
- Laboratory
- Mapping/modeling
- Mass casualty
- Mass prophylaxis
- Mass vaccination
- NIMS/SEMS/HICS
- PPE
- Risk/public communications
- Sheltering/SNS
- Surge Capacity (creating)
- Travel Advisory
- Other elements (please specify):

12. Check all forms of communication used and tested during this exercise.

- 800 MHZ Radios
- Alerting System
- Bed Reporting Systems (e.g., Reddinet, QCS, etc.)
- CAHAN/EMAN
- Cell Phones
- Email
- Event Management System (e.g., WebEOC, LiveProcess etc)
- Fax
- HAM Radios (ARES/RACES/Other)
- Hand Held Radios-Walkie Talkies
- Others (please specify)
- Overhead Page System
- Pagers
- Runners
- Satellite Phones
- Telephone (land lines)
- Video Teleconference

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13. Describe how laboratory personnel were incorporated into this drill/exercise:

14. Were 24/7 lab reporting processes tested?

Yes
 No

15. Was an after action report prepared?

Yes
 No

16. List the top three areas/activities that went well (linked to targeted capabilities):

a.

b.

c.

17. List the top three areas for improvement identified (linked to targeted capabilities):

a.

b.

c.

18. Briefly describe how the Emergency Operations Plan or protocols will be modified as a result of the key findings from the drill/exercise, as applicable.

a.

b.

c.