

Public Health Emergency Preparedness Requirements for Local Health Departments
PPCPS/HAZARDS
Exhibit B
Funding Opportunity Number CDC-RFA-TP12-120102CONT13
Time Period Covered
State of Texas Fiscal Year 2014 September 1, 2013 to August 31, 2014

Requirement: Strategic Map

Process: Using the CDC Capabilities Planning Guide, Contractors should prepare a work plan for the remaining four years of the project period (through FY 2017) to include capability prioritization for each year.
Due Date: November 29, 2013 - Submitted on a template provided by DSHS

Requirement: Mid-Year Progress Report including evidenced-based benchmarks

Process: Work plan updates, status updates on applicable Pandemic and All-Hazards Act (PAHPA) benchmarks, applicable performance measure data, and technical assistance plans.

Due Date: December 20, 2013

Requirement: Performance Measures

Process: Criteria for Performance Measures not yet established by the CDC
Due Date: To be determined following release by CDC

Requirement: Year-End Progress Report.

Process: Updates on work plan activities including local contracts and progress on implementation of technical assistance plans; PAHPA benchmark data, performance measure data and supporting information, training updates, preparedness accomplishments, success stories, and program impact statements.

Due Date: July 31, 2014

Requirement: Conduct One Preparedness Exercise annually to test preparedness and response capabilities. An HSEEP AAR must be completed within 60 days of the exercise.

Process: The exercise may be a tabletop exercise, a functional exercise, or a full-scale exercise to test preparedness and response capabilities. This cannot be an SNS drill conducted in support of the Medical Countermeasures Technical Assistance Review. Contractors are to submit a completed AAR/IP to DSHS for all exercises conducted to fulfill PHEP exercise requirements Exercise Notification no later than 90 days prior to the exercise.
AAR submitted within 60 days of exercise completion.

Due Date: Exercise completed by April 1, 2014.

Requirement: Jurisdictional Risk Assessments

Process: Update TxPHRAT with new CPG data and upload to PHIN

Due Date: June 30, 2014

Requirement: Conduct or participate in an annual Training & Exercise Plan Workshop

Process: Contractors must participate in a Training & Exercise Plan workshop to revise current multi-year training and exercise plans or develop a new plan for conducting exercises to test public health and healthcare preparedness capabilities.

Due Date: July 1, 2014

Requirement: Submit an updated Multi-Year Training and Exercise Plan

Process: Contractors must submit a current, updated Multi-Year Training & Exercise Plan (with 5-year exercise schedule)

Due Date: July 31, 2014

Requirement: NIMS Training Compliance

Process: Contractor must complete all required NIMS training.

Due Date: June 30, 2014

Requirement: Joint Training Report

Process: Report on preparedness training conducted and describe the impact the training had on the jurisdiction.

Due Date: Sept 1, 2014

ESAR-VHP registry use

If using local volunteers, such as MRCs, SNS, etc. contractors must use the Texas Disaster Volunteer Registry System (ESAR-VHP) or similar system (all similar systems need DSHS approval).

60 days after receiving ESAR-VHP training during FY14.

Requirement: Strategic National Stockpile (SNS) operational drills

Process: Perform and submit metrics on three (3) Strategic National Stockpile (SNS) operational drills to SharePoint and submit After Action Reviews / Improvements Plans for these drills to the exercise team. Both are due no later than April 1, 2014.

Due Date: April 1, 2014

Requirement: CRI/MSAs - Conduct one Medical Countermeasure Dispensing and Medical Material Management and Distribution Full-scale Exercise

Process: Conduct one, joint full-scale distribution and dispensing exercise within the 5-year project period. Participation in this CRI exercise fulfills the requirement for a full-scale exercise under PHEP for all local planning jurisdictions within the MSA Planning Area.

Due Date: May 1, 2016

Requirement: Participate in one regional joint, full-scale exercise within the five year project period.

Process: This joint full-scale exercise should meet multiple program requirements including PHEP, HPP and Strategic National Stockpile requirements where possible to minimize the burden on exercise planners and participants.

Due Date: May 1, 2016