

Summary of Annual, BP1, and Project Period HPP Requirements listed in Funding Opportunity Announcement (FOA) for BP1.

Requirements included in this list are those that MUST be completed by the HCC and/or Recipient. There are additional requirements that should be completed or are recommended; those can be found in the longer document (Appendix A to the FOA).

Prepared July 10, 2019

Annual HPP Program Requirements (typically due by June 30 each Budget Period)

- Update and maintain Hazard Vulnerability Analysis
- Update and maintain resource inventory assessment
- Engage health care delivery system clinical leaders; engage community leaders
- Update and maintain Preparedness Plan and Charter, and membership roster
- Submit list of planned training activities
- Update and maintain Coalition Response Plan
- Define procedures for sharing Essential Elements of Information (*Note that this refers to specific EEIs that we will get from ASPR by the end of September, 2019)
- HCC member organizations must have access to information sharing platforms used by the HCC
- Provide a communication and coordination role within jurisdiction; intended to interface with the ESF-8 lead agency
- For any purchases of supplies, document inventory management protocols, policies, etc
- Incorporate surge staffing into HCC and member response plans
- Submit each HCC's full Scope of Work (including all HCC requirements) with the application for the subsequent budget period – early February each year!
- Coalition Surge Test

Budget Period 1 (July 2019 – June 2020) HPP Program Requirements

- Address planning for a Pediatric surge in the HCC Response Plan (or annex)
- Validate Pediatric Care Surge Annex in a standardized tabletop/discussion exercise format and submit results and data sheet to ASPR
- Complete HCC Surge Estimator Tool by January 1, 2020 (and every 2 years after that)

HPP Program Requirements for the Project Period (due later than Budget Period 1)

- Joint HPP/PHEP exercise (once per project period)
- Develop procedures to rapidly acquire and share clinical knowledge between health care providers and organizations during response (BP2)
- Crisis Standards of Care Concept of Operations (BP2; recipient requirement)
- Integrate jurisdictional Crisis Standards of Care elements into HCC plans (BP3)
- Test Crisis Standards of Care plan in coalition-level exercise (BP3)
- Provide PIO training to HCC members (BP3)
- HCC Continuity of Operation (COOP) plan (BP3)
- Complete a supply chain integrity assessment (BP3)
- Healthcare System Recovery Plan (BP4; recipient requirement)
- Additional Medical Surge Annexes (or incorporate into medical surge response plan), validated by standardized tabletop/discussion exercise:
 - Burn annex (BP2)
 - Infectious Disease annex (BP3)
 - Radiation Annex (BP4)
 - Chemical Annex (BP5)