

TO: Hospital Emergency Preparedness Coordinators, Emergency Department Directors, ED Nurse Managers, Infection Preventionists and District Office Public Health Specialists-Emergency Preparedness

FROM: Julie Benedict, HOC Training Group Leader

Ebola Table Top Exercise Package

The Vermont Department of Health's Ebola Planning Training Group has adapted a complete package of Ebola Table Top Exercise materials to help hospitals with their Ebola preparedness planning. This table top exercise package is designed to help hospitals work through the process of how to handle an Ebola patient and to identify and address related issues.

The materials include the following (click on the document title to download the material):

- [Situation Manual](#)
- [Power Point Presentation](#)
- Exercise Evaluation Guides
 - [Emergency Operations Coordination](#)
 - [Information Sharing](#)
 - [Medical Surge](#)
 - [Responder Safety and Health](#)
- [After Action/Improvement Plan template](#)
- [Agenda](#)
- [Table Top Exercise Evaluation Form](#)
- [Sign-In Sheet](#)

We are recommending the following doffing/donning training video to be used with hospital staff to reinforce donning/doffing procedures: [Ebola Education Session - Personal Protective Equipment \(PPE\) Demonstration](#). The HOC Training Group has also developed a printable checklist that goes along with this video. [Click here for the checklist](#).

If you have any exercise conduct/execution questions, please do not hesitate to contact the Health Department Training and Exercise Administrator, Julie Benedict at (802) 316-2112.

HAN Message Type Definitions

Health Alert: Conveys the highest level of importance; warrants immediate action or attention.

Health Advisory: Provides important information for a specific incident or situation; may not require immediate action.

Health Update: Provides updated information regarding an incident or situation; unlikely to require immediate action.

Info Service Message: Provides general correspondence from VDH, which is not necessarily considered to be of an emergent nature.