

**SAMPLE AGENDA – OUTBREAK PREPAREDNESS DRILL**

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| 0800 | Introductions & Review of Agenda  |
| 0810 | PPE Donning & Doffing Exercise  |
| 0845 | Review of Materials: <ul style="list-style-type: none"> <li>• LIST MATERIALS TO BE REVIEWED</li> </ul>  |
| 0900 | Assign OMT Structure to Home leaders/ team members  |
| 0915 | <p>Begin Scenario:</p> <p>Sample Scenario – adjust as needed: One COVID-19 positive resident on one unit, 4<sup>th</sup> floor; we were notified by Public Health of the positive swab at 11AM on Wednesday, March 15. Resident’s symptoms began on Monday at 1300; included decreased O<sub>2</sub> SATs, temp. 37.9°, and general malaise.</p> <ul style="list-style-type: none"> <li>• Discuss initial action steps to be taken.</li> <li>• Review Business Continuity with 50% of direct care team members and nursing staff on the 4<sup>th</sup> floor not attending at the care community due to work refusal or presumptive/confirmed COVID-19. Discuss cohorting, priority tasks, staffing template, etc.</li> <li>• Review policies/procedures related to caring for resident specific to illness i.e. Caring for a Resident with Confirmed COVID-19 Checklist</li> <li>• Hold a mock Outbreak Management Team meeting</li> </ul> |
| 1045 | Debrief and review OMT Structure (make changes as needed)   |
| 1100 | Complete IPAC Audit (identify tool to be used)  |