



NOVEL CORONAVIRUS (COVID-19)

HEALTH
EMERGENCY
PREPAREDNESS
SIMULATION EXERCISE

COUNTRY NAME

Date and location

Agenda

Part 1:

- 08:45 *Registration*
- 09:00 *Introduction*
- 09:10 *Exercise Objectives and how to play*
- 09:15 *Table-top Simulation*
- 10:45 *Coffee break (15 min)*
- 11:00 *Table-top Simulation*
- 12:30 *Hot-wash*
- 13:00 *Close part 1*
- 13:00 *Lunch*

Part 2:

- 09:00 Re-cap
- 09:15 Gaps analysis & action planning (*group work*)
- 10:30 Coffee break (15 min)
- 10:45 Action planning continued (*group work*)
- 11:30 Consolidation in plenary session
- 12:00 Wrap up and next steps
- 12:30 Closing

The situation is evolving rapidly.
Let's have a look at
the latest WHO SitRep.



Statement from the IHR (2005) Emergency Committee

To all countries

It is expected that further international exportation of cases may appear in any country. Thus, all countries should be prepared for containment, including active surveillance, early detection, isolation and case management, contact tracing and prevention of onward spread of COVID-19 infection, and to share full data with WHO.

Statement on the second meeting of the International Health Regulations (2005) Emergency Committee regarding the outbreak of novel coronavirus (COVID-19). Geneva, 30th January 2020



What is a Table-Top Exercise (TTX)?

A **tabletop exercise (TTX)** is an exercise that uses a progressive simulated scenario, together with series of scripted injects, to make participants consider the impact of a potential health emergency on existing plans, procedures and capacities.

A TTX **simulates an emergency situation** in an informal, stress-free environment.”

-WHO Exercise Manual, 2017

Exercise Design

Based on the [“COVID-19 Strategic Preparedness and Response Plan \(SPRP\)”](#) and designed for national level operational stakeholders, involved in public health emergency preparedness or response.

Purpose

Through facilitated group discussion, the exercise aims to examine and strengthen your existing plans, procedures and capabilities to manage an imported case of COVID-19.

Operational Readiness Benchmarks for 2019-nCoV

For details benchmark actions (provide a link)

1. Country-level coordination, planning and monitoring (ref: OPR benchmarks for IHR 1.1., 1.2. 5.1, 10.1)
National public health emergency management mechanisms should be activated to provide coordinated management of the evolving situation. Plans and structures developed for a pandemic influenza scenario are likely to be applicable to the 2019-nCoV event.

Limited	Actions to achieve this level: <ul style="list-style-type: none">✓ Activate existing public health emergency plan, preferably an influenza Pandemic Plan✓ Activate multi sectoral, policy level coordination mechanisms in a whole of government and society approach to support the response and maintain essential business continuity✓ Consider establishing metrics and monitoring evaluation systems to assess the effectiveness and impact of planned measures
Developing	Actions to achieve this level: <ul style="list-style-type: none">✓ Utilize incident management structure (IMS) a public health emergency operation centre (PHIEOC) for event management✓ Allocate funds for event management activities✓ Review regulatory requirements and legal basis of all public health measures that may be implemented✓ Assess and fill incident management staffing needs
Sustained	Actions to achieve this level: <ul style="list-style-type: none">✓ Review the country-level coordination, planning and monitoring and update the plan✓ Utilize this outbreak to test/learn from your existing plans, systems, and processes for pandemic response

General Objectives

1. **Share information** on the progress of your preparation, including response capabilities, plans and procedures to identify and respond to an imported case of COVID-19 in your country.
2. **Identify areas of interdependence** between health actors and other sectors
3. **Conduct gap analysis** based on the COVID-19 Strategic Preparedness and Response Plan (SPRP)
4. **Develop an action plan to enhance your level of readiness**, based on the SPRP.

Specific objectives of the TTX

1. **Review** the operation management process for a suspected case of COVID-19.
2. **Confirm arrangements** for notification, coordination and internal communications before and after the confirmation of a COVID-19 case.
3. **Confirm procedures** related to the management of a suspected cases before and after laboratory confirmation.
4. **Review plans** to clarify lines of accountability (roles & responsibilities) and communication to enable a timely, well-coordinated and effective response.
5. **Review the requirements** of public health laboratories and funding
6. **Review risk and media communications** plans.

Exercise management team

Roles

Facilitation: (insert name/s)

Rapporteurs: (insert name/s)

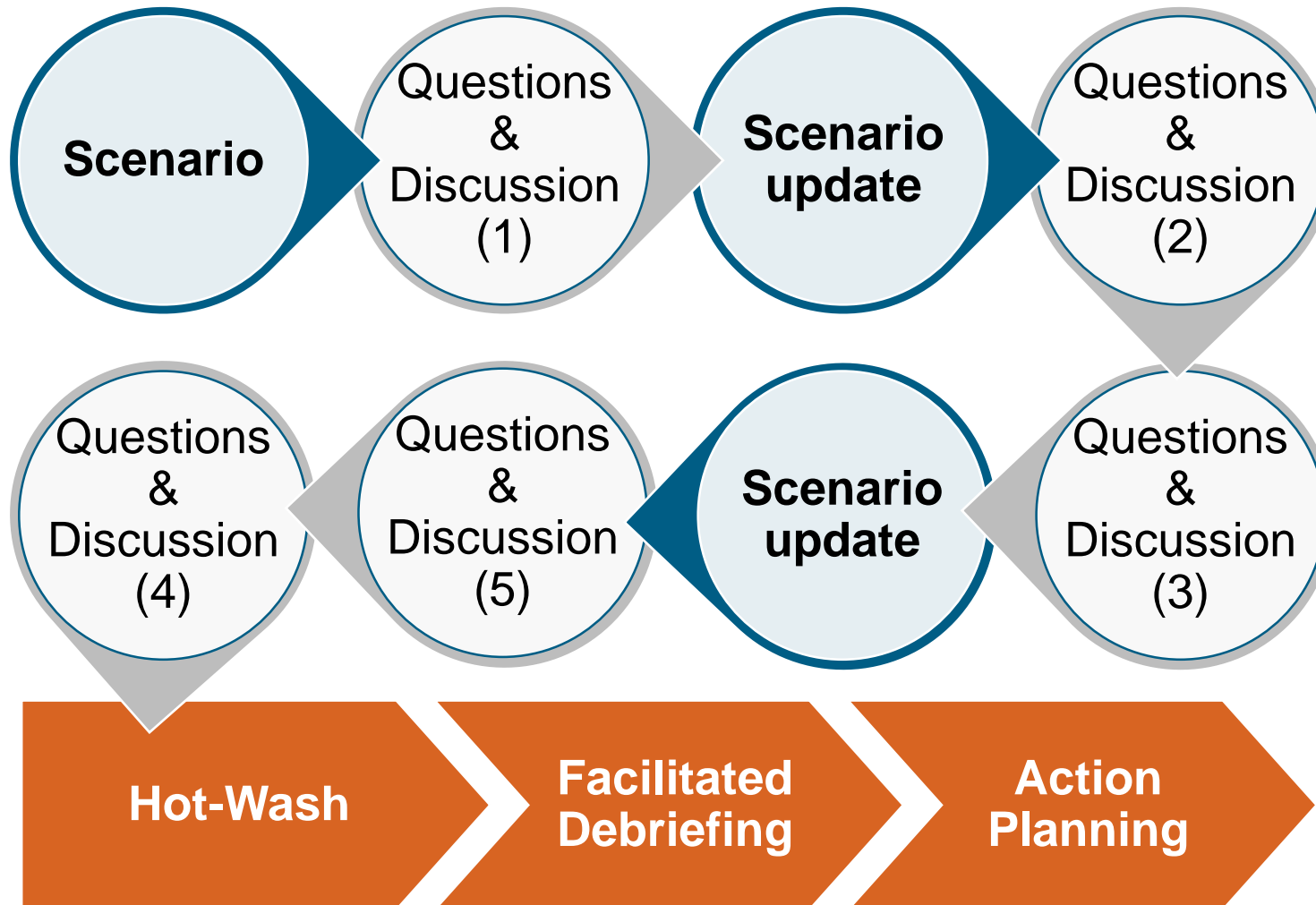
Observers: (if applicable)

Rules of the TTX

- Not an individual test
- Respect the views of others
- Respond as you would in real life and allow others to do likewise
- Use your existing plans, guidelines and regulations to inform your responses
- Focus on solutions



Table-Top Exercise: How to Play



This is a closed exercise, designed just for you.

The facilitators will guide you through a series of discussions focused on an imported case of COVID-19

**We are all
here to learn**

**ANY
QUESTION
BEFORE
WE START**



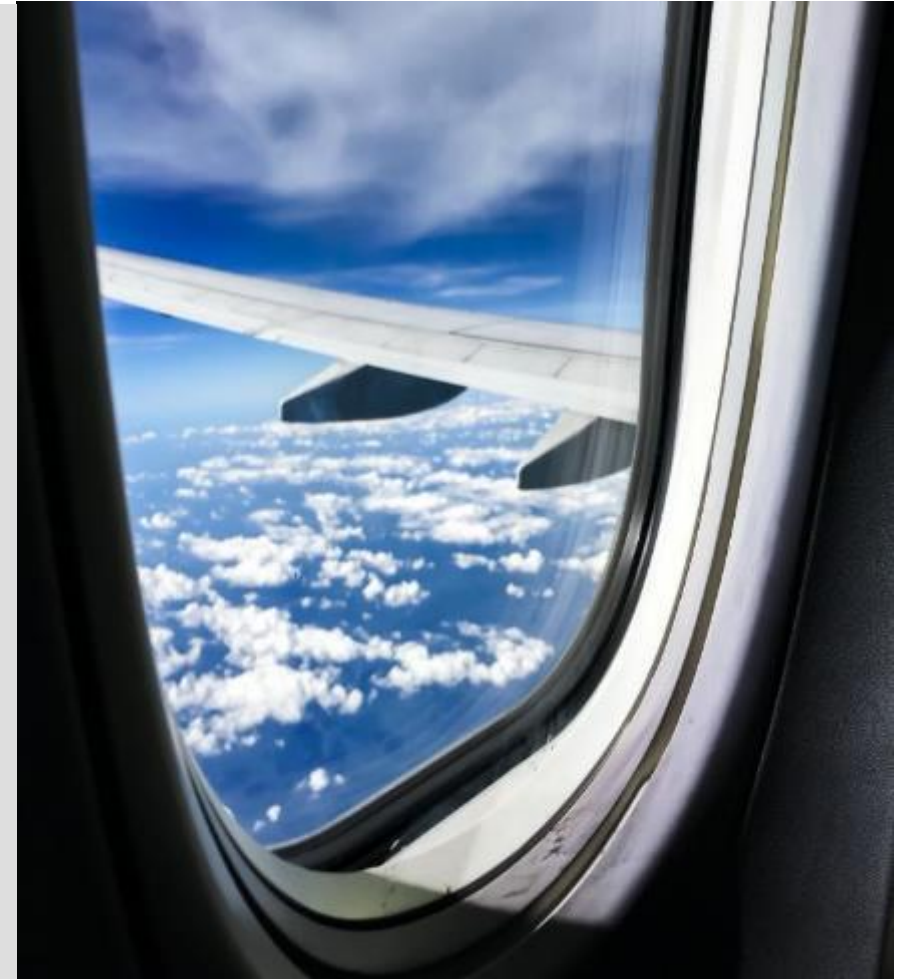
NOVEL CORONAVIRUS (COVID-19)

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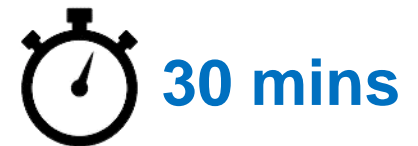
**HEALTH
EMERGENCY
PREPAREDNESS
SIMULATION EXERCISE**

- A man is brought into [**sub-national primary health care facility**], in [**City name**] by his family with a high fever, cough and difficulty breathing.
- He lives in [**city**] and has just returned home from a business trip to China. Based on his symptoms and his recent travel history, the man (58 years old) is suspected of having COVID-19.



Questions for discussion

1. Who should be informed, when and how?
2. What plans, procedures and resources would you activate at this point?
3. Does the patient need to be transferred to another hospital. If so, where to and how?
4. What Infection Prevention and Control measures would you put in place for this patient?



- The man apparently only developed symptoms 2 days after his return from meetings in China. He did not have any local travel companions on his business trip , which included time in Beijing and Shanghai. His return flight home was routed via **[regional hub]**, where he spent 6 hours in the transit lounge and upon arrival at **[PoE, with entry screening]** he did not have a fever.
- Total contacts identified since symptoms are 15, including the examining doctor and nurses, whom initially admitted to him at the hospital, his immediate family and some local office colleagues.



Questions for discussion

1. What are your immediate priority actions?
2. What additional information do you require?
3. Would you notify WHO about this suspected case?
4. Who manage and conduct the monitoring and testing of the contacts?



Questions for discussion

1. How will you confirm whether the patient has COVID-19 or influenza?
 - Which laboratory will conduct the test? Does this lab have the appropriate equipment, including PPE?
 - How long will confirmation take?
 - Will you send for international confirmation?
 - Is COVID-19 a national notifiable disease?
2. Who needs to be informed of the results?



**Coffee Break
(15min)**



- The lab report confirms a positive test for COVID-19 for the man. The man's condition worsens and is critical. Six of the contacts being monitored, including the man's wife and three nurses and a doctor have also tested positive for COVID-19.
- In addition, 3 separate clusters of a total of 63 lab confirmed cases have been admitted in health care facilities in **[capital city]**, **[another city]** and **[another city]**.
- Domestic transmission is evident. The public is nervous, and the media is looking for a statement and to comment on rumors of multiple confirmed cases within the country.



Questions for discussion

1. What actions would be triggered by this new event information?
2. How would this event be coordinated and managed?
3. Where would the funding come from to implement the response?
4. What support would you request from WHO and other partners?



Questions for discussion



1. Who is leading on risk communication for this event?
2. What communication needs to take place? To whom?
3. What is your strategy for media communication?
 - What is the mechanism for rapid clearing of timely and transparent communication messaging and materials?
 - How will information and communication be coordinated across Ministries and partners, and across different levels of the government?

**Initial feedback from
the participants on
the TTx**





Summary & Next Steps

Part II:

- GAP analysis: Focus group discussion to review readiness benchmarks
- Action planning
- Participants evaluation form

Agenda part 2

Part 2:

- 09:00 Re-cap
- 09:15 Strengths & Gaps analysis (*group work*)
- 10:30 Coffee break (15 min)
- 10:45 Action planning (*group work*)
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- The [“ COVID-19 Strategic Preparedness and Response Plan \(SPRP\)”](#) outlines the measures to be taken at country level to contain the virus and will be updated with further measures as and if the epidemiological situation changes.
- **It will enable the targeted improvement of specific capacities.**
- This information will help national authorities to
 - identify main gaps
 - perform risk assessments and
 - plan for response and control actions.

Strengths and gaps analysis

Review strengths & gaps

Check assumptions

Propose ideas to
enhance your systems,
plans & Procedures

ACTION PLAN



TASKS:

1. In groups, divide a piece of paper into three sections.
2. Review the Readiness Checklist, your plans and notes from your TTX
3. Discuss and write your points in each of the sections to answer:
 - What worked well? (Achievements)
 - What was challenging? (Challenges)
 - Recommendations? (and prioritize, to identify your top 3)

Note: the action plan will be done in the next session

**Coffee Break
(15min)**



Action Plan



Key Challenge/ Gap	Proposed Solution	Timeline for Resolution	Responsibility

 **45 mins**

Participants' feedback form

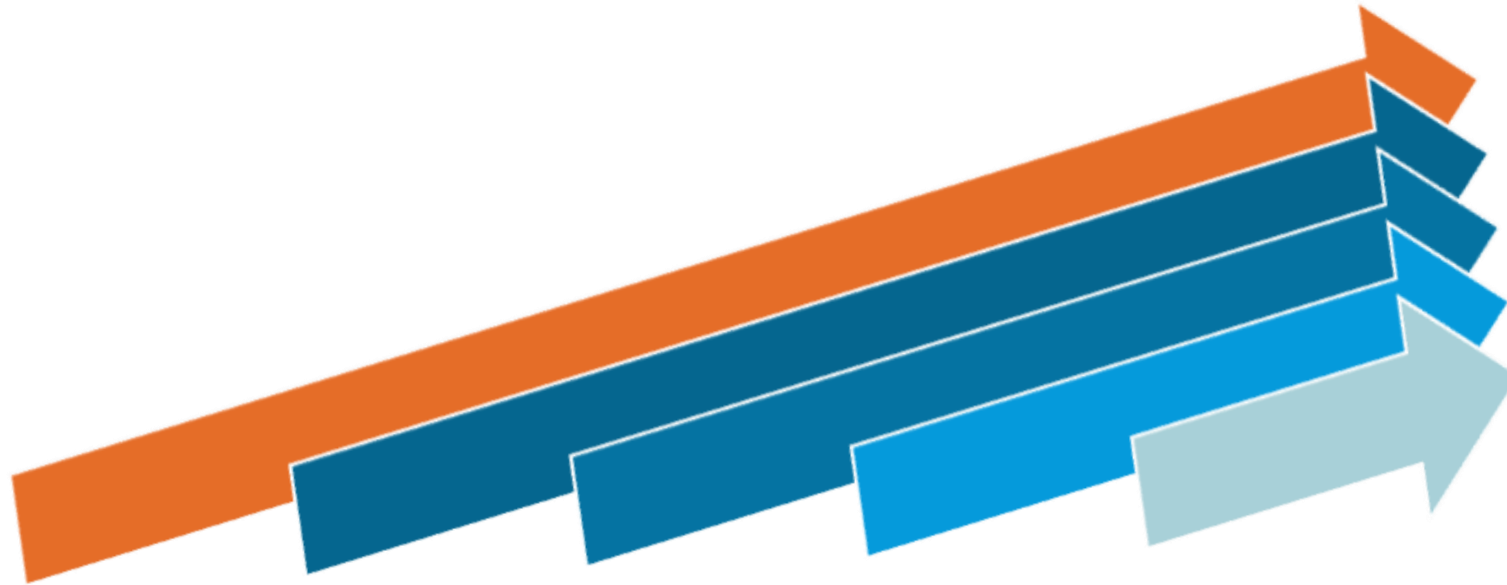
Participants' Evaluation | 2019-nCoV TTX
Your feedback will assist us to maintain and improve the quality and relevance of future simulation exercises

	1 Strongly Disagree	2 Disagree	3 Agree	4 Strongly Agree
1. SIMULATION OBJECTIVES Please circle your response to each statement.				
Were the following simulation objectives achieved:				
1. Share information on the progress of your preparation, including response capabilities, plans and procedures to identify and respond to an imported case of nCoV, 2019 in your country.	1	2	3	4
2. Identify areas of interdependence between health actors and other sectors.	1	2	3	4
3. Conduct gap analysis based on the WHO monitoring response implementation checklist for 2019-nCoV.	1	2	3	4
4. Develop an action plan to enhance your level of readiness, based on the WHO Readiness Checklist.	1	2	3	4
5. Review the operation management process for a suspected 2019-nCoV case.	1	2	3	4
6. Confirm arrangements for notification, coordination and internal communications before and after the confirmation of a 2019-nCoV case.	1	2	3	4
7. Confirm procedures related to the management of a suspected cases before and after laboratory confirmation.	1	2	3	4
8. Review plans to clarify lines of accountability (roles & responsibilities) and communication to enable a timely, well-coordinated and effective response.	1	2	3	4
9. Review the requirements of public health laboratories and funding.	1	2	3	4
10. Review risk and media communications.	1	2	3	4
2. SELF PREPAREDNESS Please circle your response to each statement.				
1. I'm more familiar with the current plans, information, guidelines, documentation, administrative rules and tools available to manage an outbreak of 2019-nCoV.	1	2	3	4
2. I'm better prepared to act and respond appropriately according to my role.	1	2	3	4
3. SIMULATION FACILITATION Please circle your response to each statement.				
1. The simulation scenario covered what I expected it to cover.	1	2	3	4
2. The Facilitation was effective.	1	2	3	4
3. The logistical set up was appropriate.	1	2	3	4
PLEASE CHOOSE YOUR RESPONSE TO THE FOLLOWING STATEMENTS				
1. The duration of the simulation was right for me:	<input type="checkbox"/> Yes	<input type="checkbox"/> No, too long	<input type="checkbox"/> No, too short	
2. The pace of the simulation was right for me:	<input type="checkbox"/> Yes	<input type="checkbox"/> No, too fast	<input type="checkbox"/> No, too slow	
HAVE YOU ANY SUGGESTIONS ABOUT HOW THIS SIMULATION COULD BE IMPROVED?				
FURTHER COMMENTS				
Thank you for your feedback				

Your feedback will assist us to maintain and improve the quality and relevance of future simulation exercises.



Next steps and wrap up



NEXT STEPS

THANK YOU!

For SimEx technical support,
please contact your WHO country office or regional office focal point:

AFRO: stephenm@who.int

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SAERO: htikem@who.int

WPRO: PAPOWITZH@who.int ; katom@who.int

WHO RESSOURCES



**WHO
COVID-19
Emergency
webpage**

[Scan or Click](#)

**More
information
on
coronavirus**



[Scan or Click](#)