

## Community Preparedness/Healthcare Preparedness

<b>Goal #1:</b> To serve as a collaborative network of organizations that assist with community and healthcare preparedness and recovery activities.	
<b>Objective #1:</b> No later than June 30, 2014 actively participate in existing coalitions to develop and refine regional and local preparedness activities.	
<b>Primary Activity #1</b> <i>(Needed to meet the project goal/objective)</i>	Contribute to the development and refinement of Healthcare Coalition activities
<b>Sub-Activities:</b> <i>(Needed to complete the Primary Activity)</i>	1. The contractor shall establish a single Google Email account (“Gmail”) on behalf of the Healthcare Coalition for the purpose of uploading Healthcare Coalition reports- The contractor shall coordinate the creation and maintenance of this email account with the Healthcare Coalition lead.
	2. The contractor shall use the Healthcare Coalition activities guidance provided by CDPHE track the progression of Healthcare Coalition stages following agenda items set forth during the UCD Healthcare Coalition Workshops held in 2013.
	3. The contractor shall participate in the recruitment of additional organizations, as listed under section Standards and Requirements number two of this work plan, to become members of the Healthcare Coalition.
	4. The contractor shall promote the Healthcare Coalition as a resource to emergency preparedness and response entities within their region.
<b>Expected Results of the Activity(s)</b> <i>(Meets the project goal/objective)</i>	1. Through the contribution of the contractor the Healthcare Coalition will make progress on the agenda items as identified through UCD workshops.
<b>Standards and Requirements</b> <i>(These establish quality and ensure the activity will provide the expected results)</i>	<ol style="list-style-type: none"> <li>The contractor shall utilize the <i>CDPHE Healthcare Coalition Activities Guidance document</i> in participation in the Healthcare Coalition.</li> <li>The contractor shall utilize the <i>Stages Checklist</i> provided by CDPHE in participation in the Healthcare Coalition.</li> <li>As required by the <i>Healthcare Preparedness Capabilities: National Guidance for Healthcare System Preparedness</i> guidance, the Healthcare Coalition shall consist of the following organization types: Public Health, Emergency Management, Hospitals, Behavioral Health, Emergency Medical Services (EMS), Long Term Care / Assisted Living. Additional organization types can be found in the CDPHE Healthcare Coalition activities guidance document.</li> <li>The contractor or its designee shall attend all Healthcare Coalition meetings as scheduled. The contractor shall notify CDPHE via email within 24 hours of scheduled meeting if unable to attend.</li> </ol>
<b>Measurement of Expected Results</b> <i>(What will be measured to ensure the expected results of the activity are achieved)</i>	1. Progress reporting
	
<b>Responsible</b> <b>Completion</b>	

Deliverables		Party <i>(Who will complete the deliverables)</i>	Date <i>(When is the deliverable due)</i>
<b>Deliverables</b> <i>(Typically tangible objects produced as a result of the activity- evidence of progress and compliance with standards and requirements)</i>	1. The contractor shall ensure the Healthcare Coalition submits meeting notes and minutes via Google Docs on a quarterly basis to CDPHE in accordance with the Healthcare Coalition activities guidance.	The Contractor for all Deliverables	Due no later than: 8-30-13 12-13-13 3-14-14 6-13-14
	2. The contractor shall ensure the Healthcare Coalition submit an attendance sheet via Google Docs on a quarterly basis to CDPHE in accordance with the Healthcare Coalition activities guidance.		Due no later than: 8-30-13 12-13-13 3-14-14 6-13-14
	3. The contractor shall ensure the Healthcare Coalition submits a membership roster via Google Docs to CDPHE in accordance with the Healthcare Coalition activities guidance.		Due no later than: 8-30-13
	4. The contractor shall ensure the Healthcare Coalition submits a quarterly status report via Google Docs in a format provided by CDPHE.		Due no later than: 8-30-13 12-13-13 3-14-14 6-13-14