



Health Care Coalition of Orange County

Advisory Committee

Outpatient - Clinics - Surgery Centers - Dialysis

Wednesday, June 12, 2019 – 2:30 p.m. to 3:30 p.m.

Location:

Health Care Agency Operations Center
2228 Ritchey Street
Santa Ana, CA 92705

AGENDA

Teleconference Dial-In Number – (888) 363-4735, Access Code 4816064#

I. CALL TO ORDER

II. INTRODUCTIONS/ANNOUNCEMENTS

- Membership Agreements

III. APPROVAL OF MINUTES

- Approval of March 26, 2019 minutes

(Attachment 1)

IV. EMS/HEM REPORT

- HEM updates

V. SURVEYS

VI. NEW BUSINESS

- HCCOC Drill – Lessons Learned
- Advisory Group Goals-

Clinics

- 50% of clinic membership will participate in the two county wide drills. (2 out of 11 clinics participated in May drill 18%)
- Situation Status form and resource request form education on September 18, 2019
- Planning for clinics to conduct a table top on command center positions.

Surgery Centers

- 50% of surgery centers will test the Facility/MHOAC Situation Status form in both the May and November exercises (10 out of 22 Surgery Centers sent in form 45%).
- 50% of surgery center membership will participate in the two county wide drills. (16 of 22 Surgery centers participated in May drill 73%)
- Survey handbook in development.

Dialysis

- 50% of dialysis centers will test the Facility/MHOAC Situation Status form in both the May and November exercises. (21 out of 31 sent in forms 67%)
- Survey handbook in development

- Develop out last goal. - Transportation
- Cyber Security and Shelter in Place Results survey results
- Nomination of Chairperson

(Attachment 2)

VII. OTHER BUSINESS

- Round Table
- Schedule Changes

(Attachment 3)

VIII. NEXT MEETING

- September 19, 2019 - Health Care Agency Operations Center (AOC)

VIV. ADJOURNMENT



Health Care Coalition of Orange County Advisory Committee Outpatient – Clinics – Dialysis – Surgery Centers

Tuesday, March 26, 2019 – 2:30 p.m. to 3:30 p.m.

Location:

Health Care Agency Operations Center
2228 Ritchey St.
Santa Ana, CA 92705

MINUTES

I. CALL TO ORDER

- The meeting was called to order at 2:30 p.m. by Jason Beach.

II. INTRODUCTIONS/ANNOUNCEMENTS

- Introductions were made.

III. APPROVAL OF MINUTES

- There were no previous minutes to approve.

IV. EMS/HEM REPORT

- **Health Emergency Management (HEM) Program** - Mike Steinkraus has retired and Danielle Ogaz, Systems and Standards Chief is managing the Hospital Preparedness Program (HPP). Mike De Laby, the Assistant EMS Administrator will continue to be integrated into the program. Donna Mayer has been hired as the Health Emergency Management Chief.

V. SURVEYS

- Documentation surrounding the 1135 Waiver Form has been requested from surveyors. Surveyors have also requested to see a list of drills that were conducted. Camtu Nguyen from RAI Harbor mentioned that contracts and back-up plans were requested at the dialysis center. Janet Villaflor from Advanced Eye Medical Center stated that FEMA courses are now being required for medical directors at the facilities.

VI. NEW BUSINESS

- **Top Three Goals**

- Clinics

1. 50% of clinic membership will participate in the two county wide drills.
2. By the end of calendar year 2019, clinics will receive training on the Facility/MHOAC Situation Status form and resource request form.
3. By the end of calendar year 2019, clinics will conduct a table top on command center positions.

- Dialysis

1. 50% of dialysis centers will test the Facility/MHOAC Situation Status form in both the May and November exercises.
2. By the end of calendar year 2019, develop a survey handbook.
3. Goal three will be modified via electronic communication.

- Surgery Centers

1. 50% of surgery centers will test the Facility/MHOAC Situation Status form in both the May and November exercises.
2. 50% of surgery center membership will participate in the two county wide drills.
3. By the end of calendar year 2019 develop a survey handbook.

- **Gap Analysis Tool**

- The gap analysis tool was reviewed. Jason will send an email to further explain the Gap Analysis Tool. The tool will be due by April 30, 2019.

- **Facility/MHOAC Situation Report**

- The Facility/MHOAC report replaces the old Sit Rep report. Please destroy/delete/remove any old reports you may have. The new forms should be sent to the duty officer at emsdutyofficer@ochca.com, if a situation arises. Jason will send out the fillable PDF form via email.

VII. OTHER BUSINESS

- It was discussed to break this group into two separate meetings. One with clinics and surgery centers and the other with dialysis. Times of the new meeting groups will be sent out as soon as they are established.

VIII. NEXT MEETING

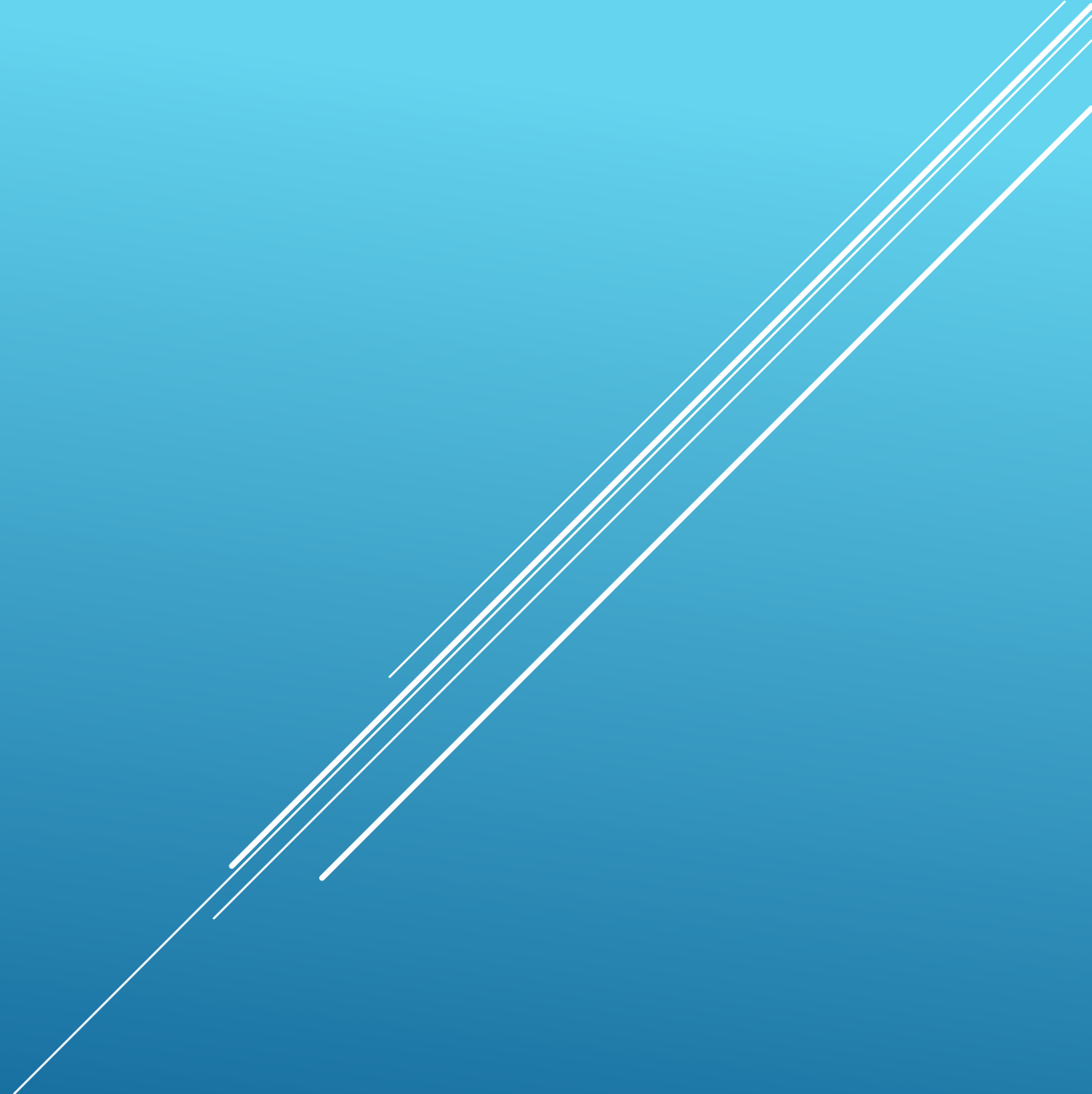
- June 12, 2019 – Health Care Agency Operations Center (AOC) – 2:30 p.m. to 3:30 p.m.

IX. ADJOURNMENT

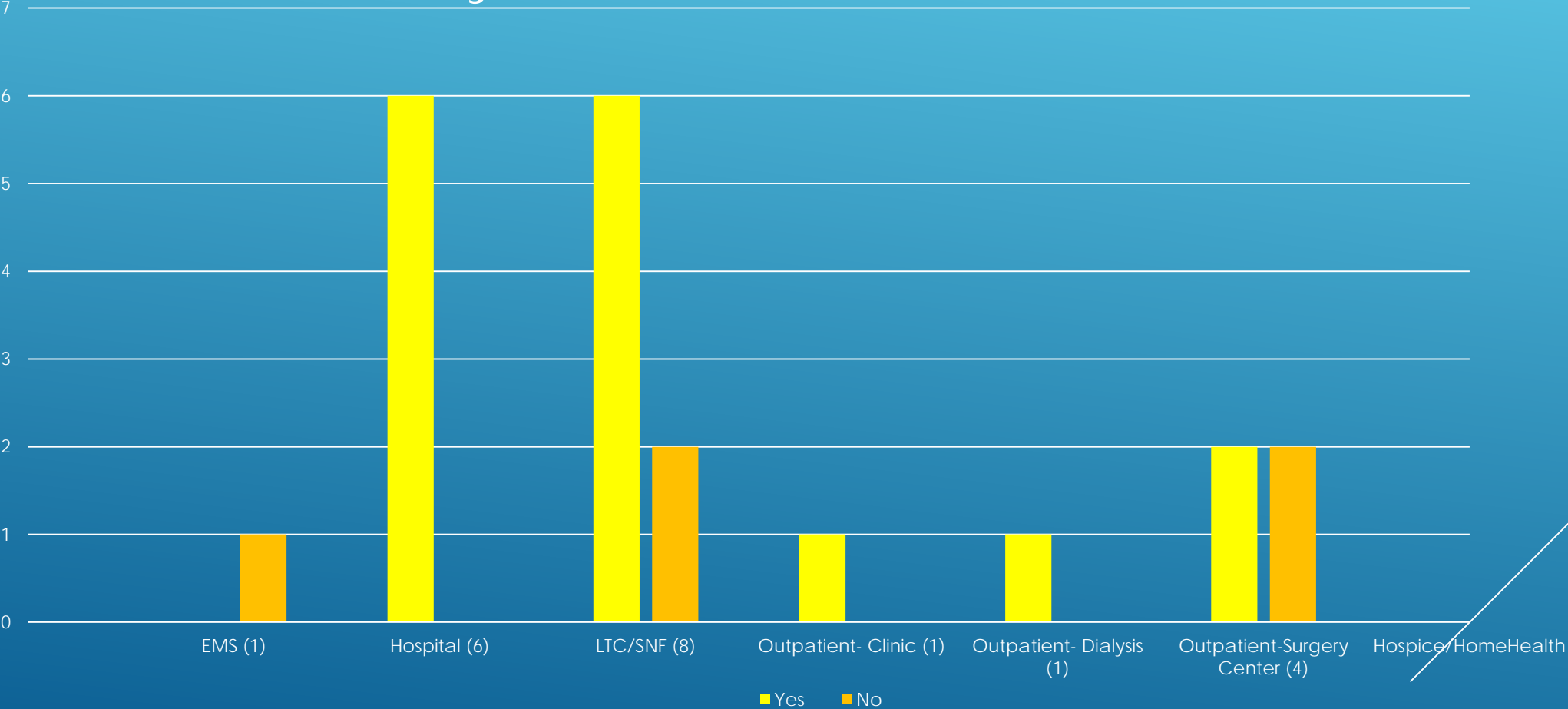
- The meeting was adjourned at 3:33 p.m.

CYBER SECURITY

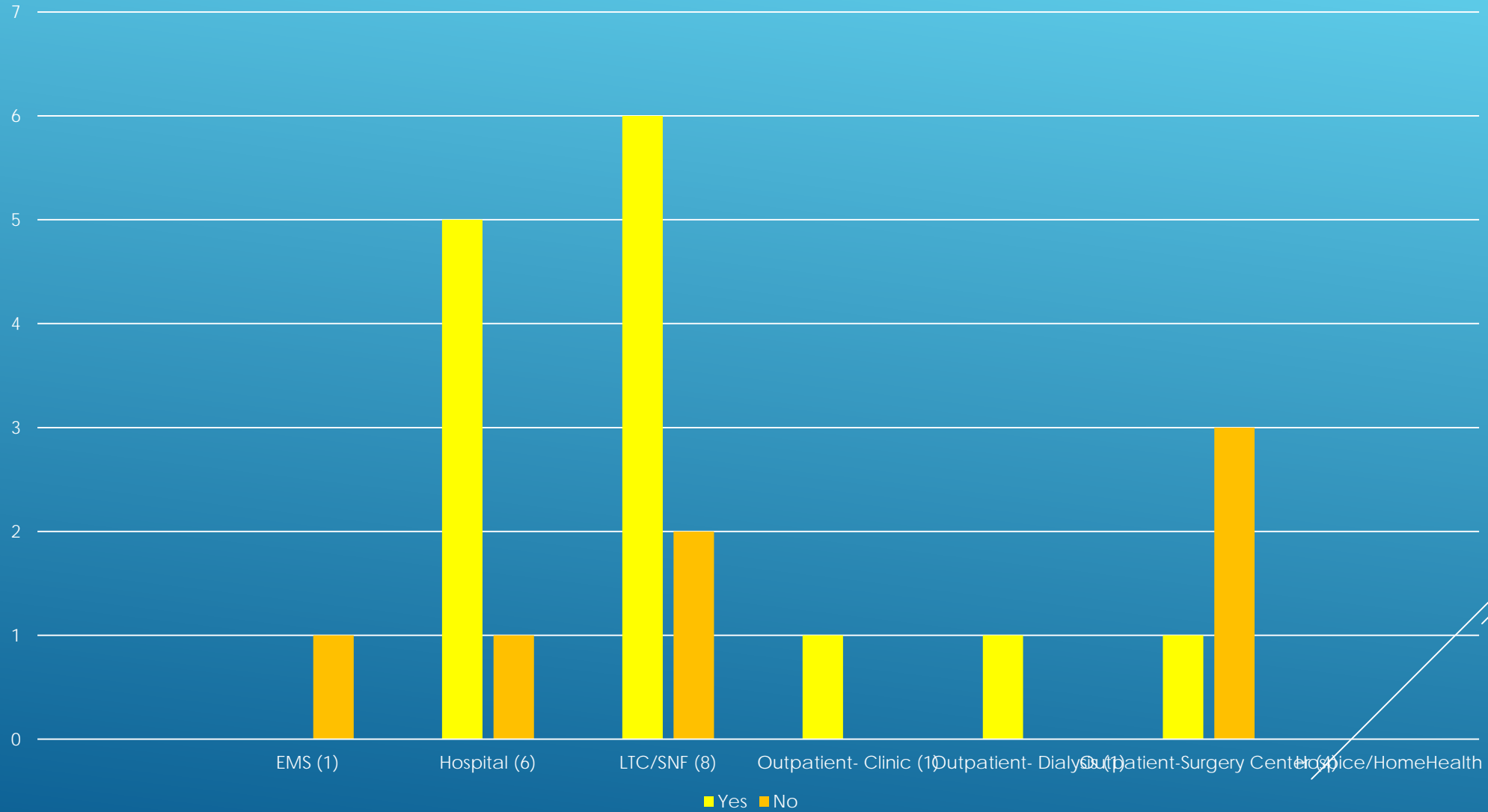
Results from the 2019 HCCOC survey



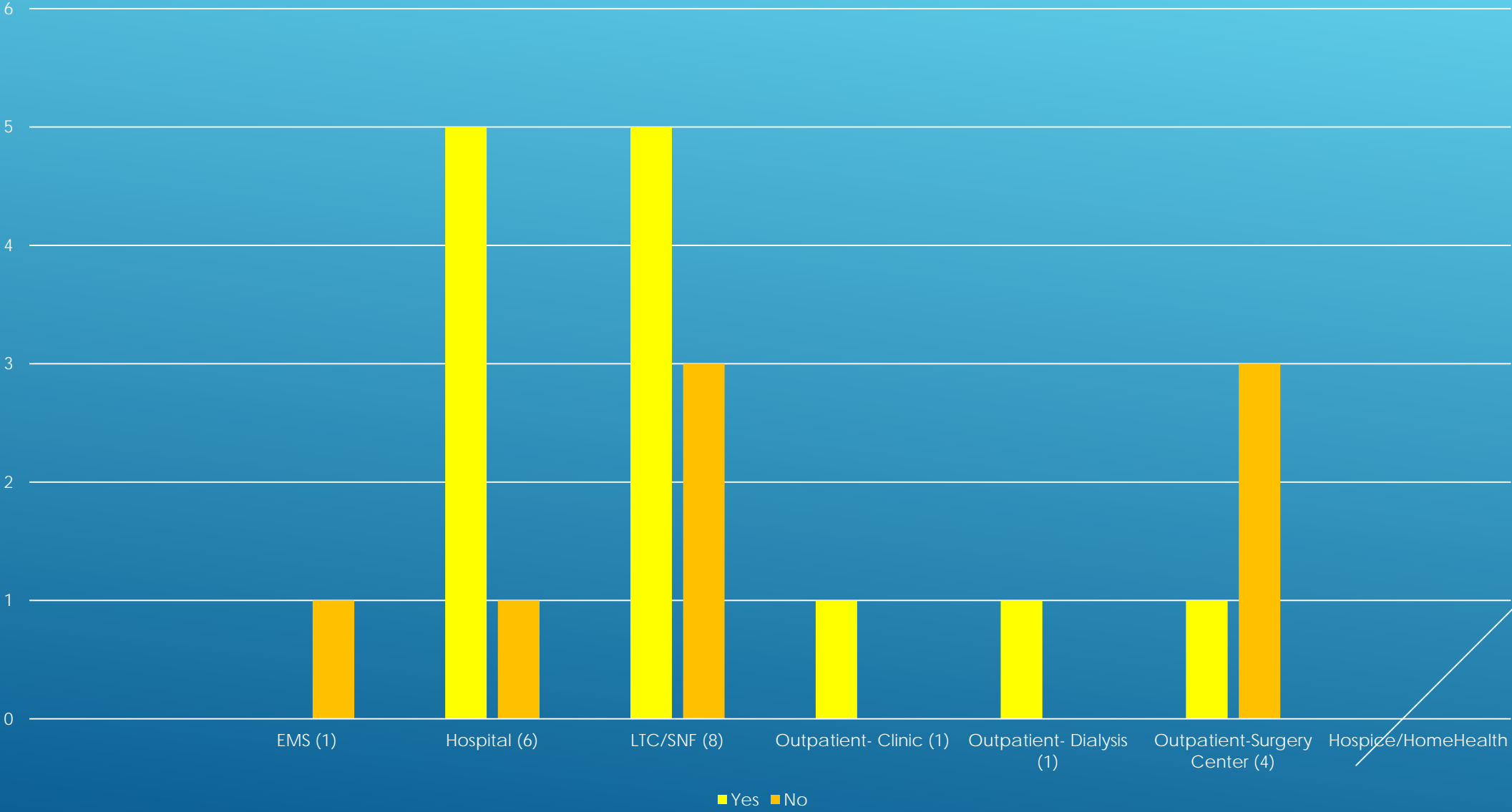
Has your facility conducted a computer network assessment to obtain the information necessary to develop a cyber security plan to reduce cyber attacks and reduce breaches?



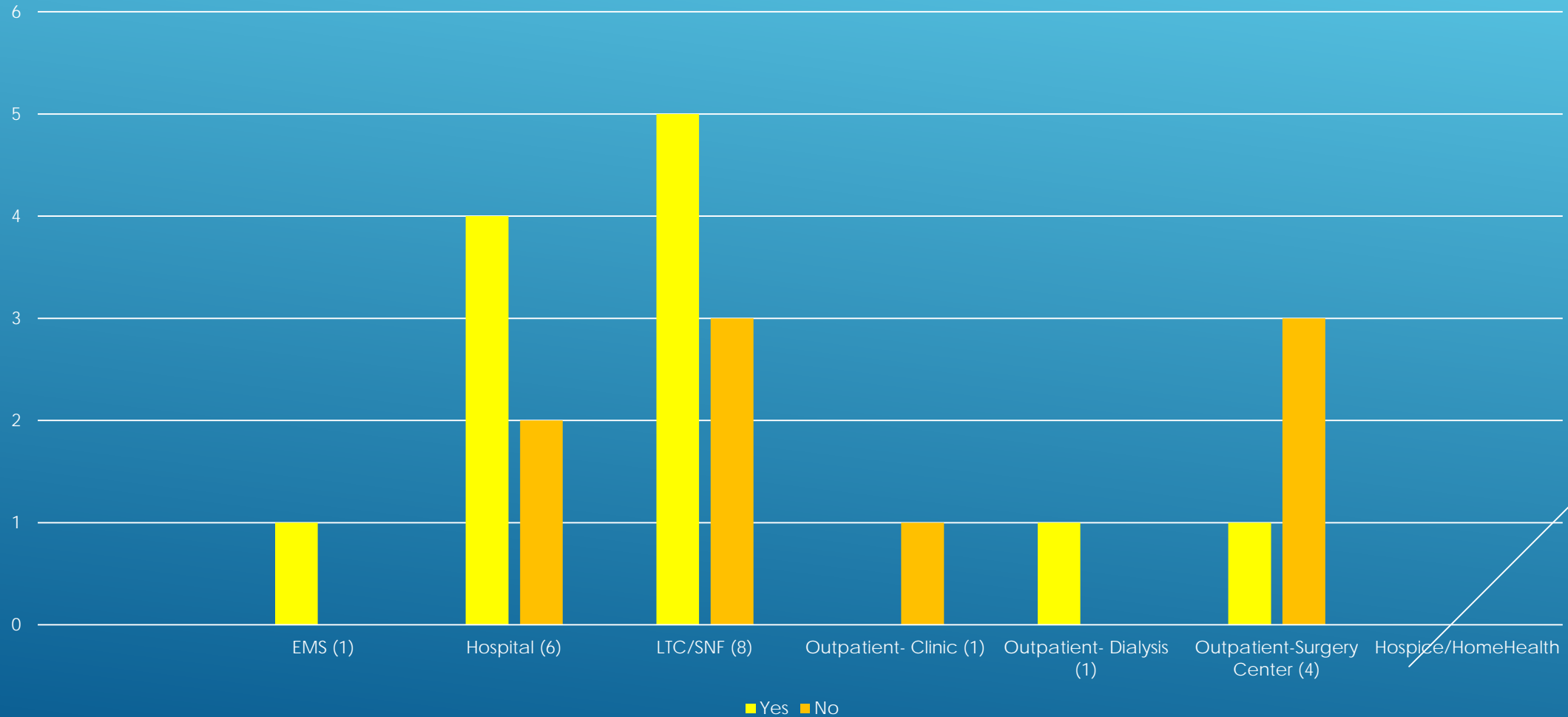
Does Your facility encrypt all computers?



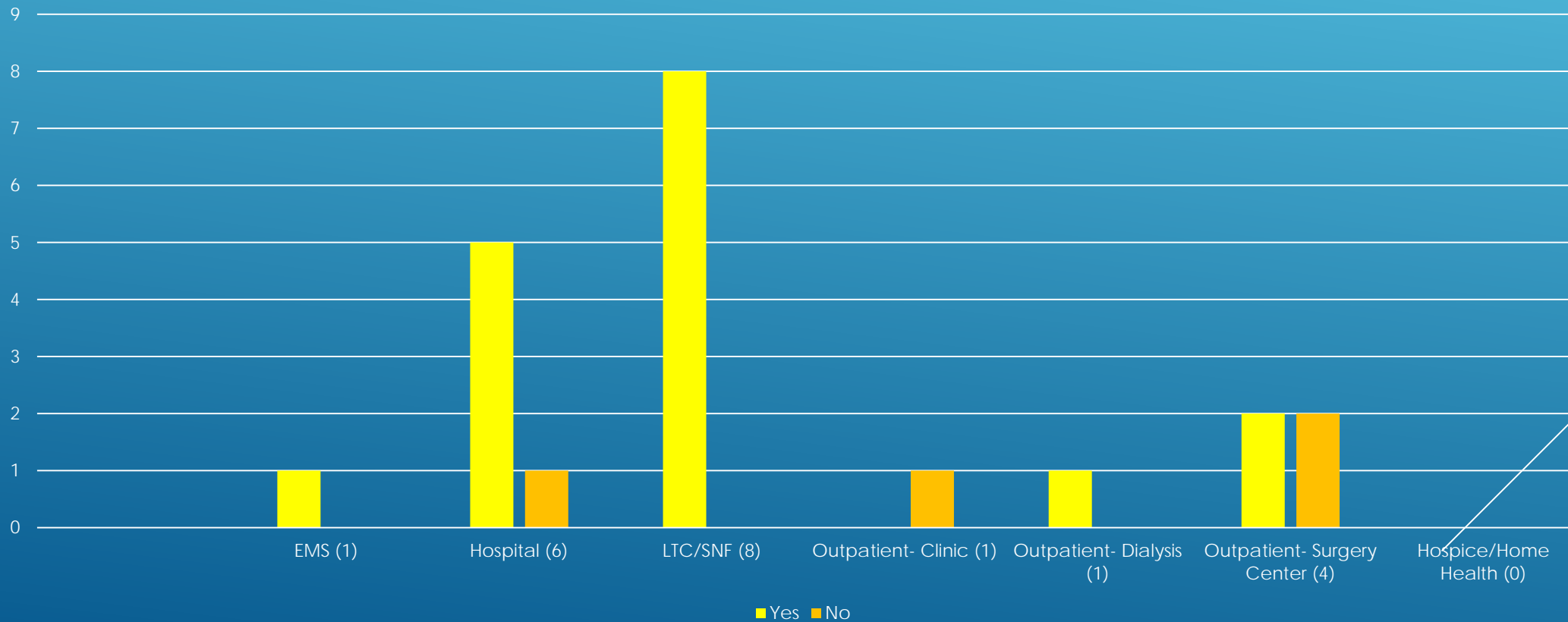
Does your facility encrypt all mobile devices?



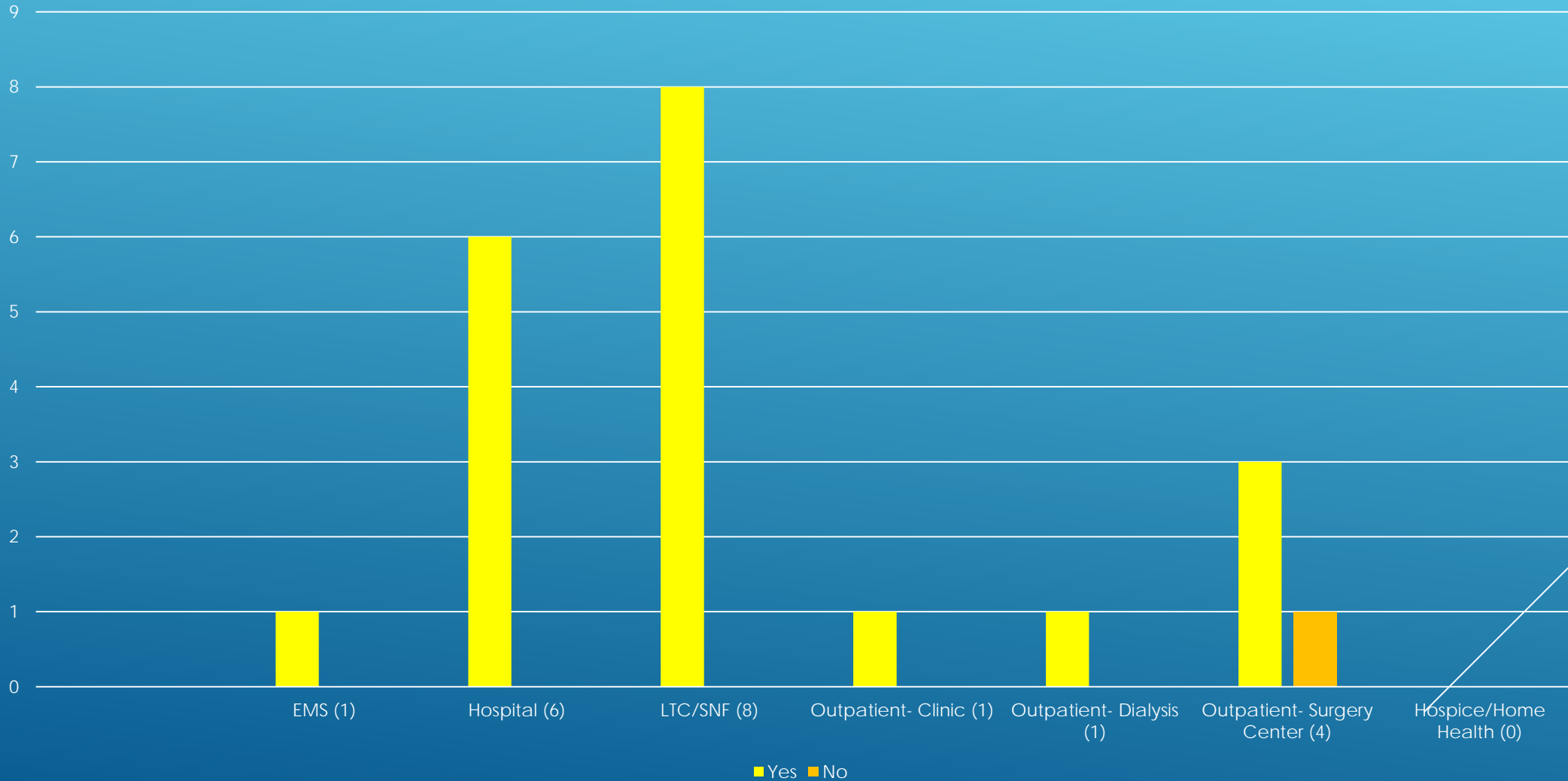
Does your facility pre-approve the use of any device not issued by the organization



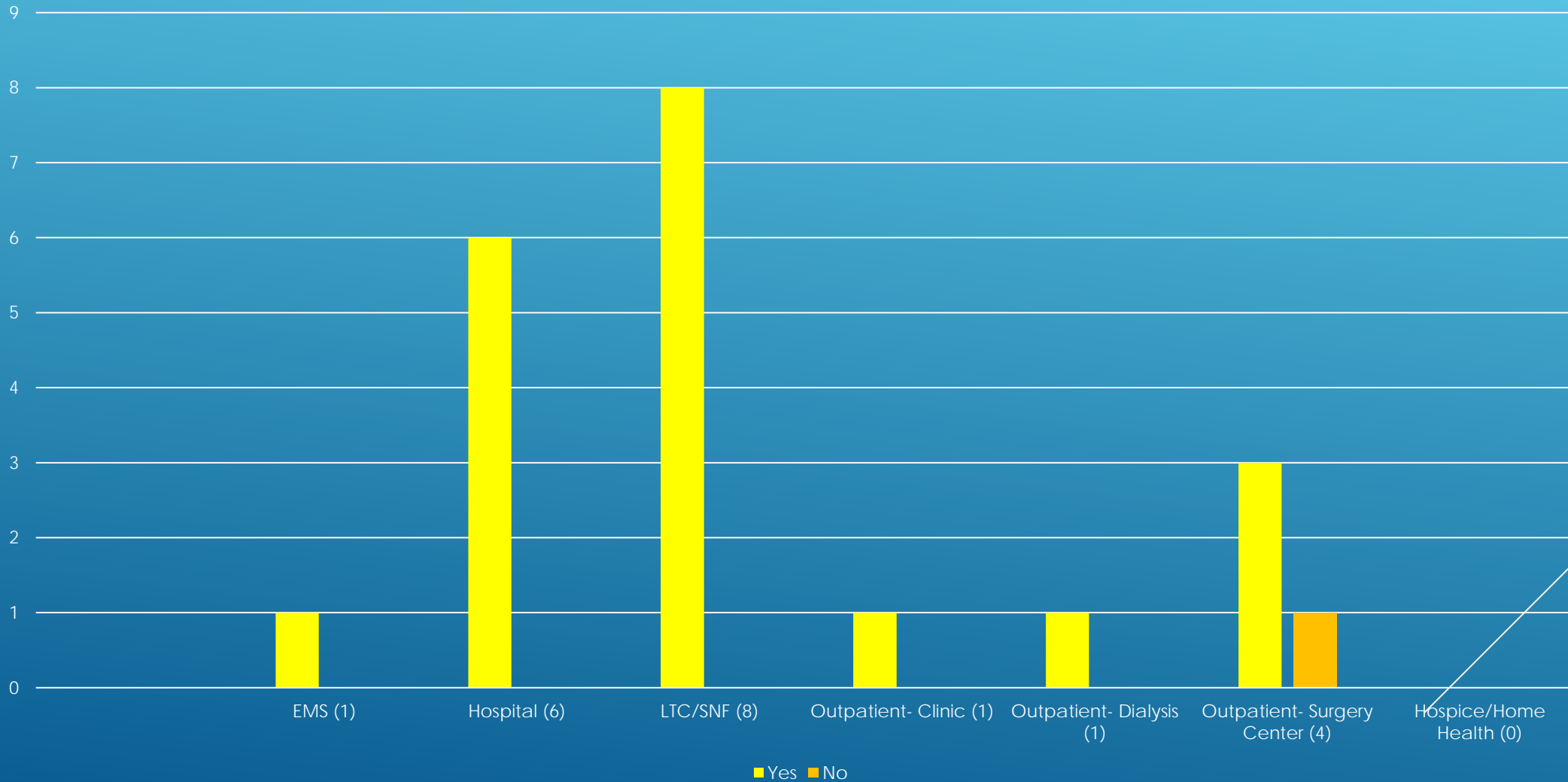
Has your facility implemented a role-based access to any systems to ensure employees only have access to programs and applications necessary to perform their job functions?



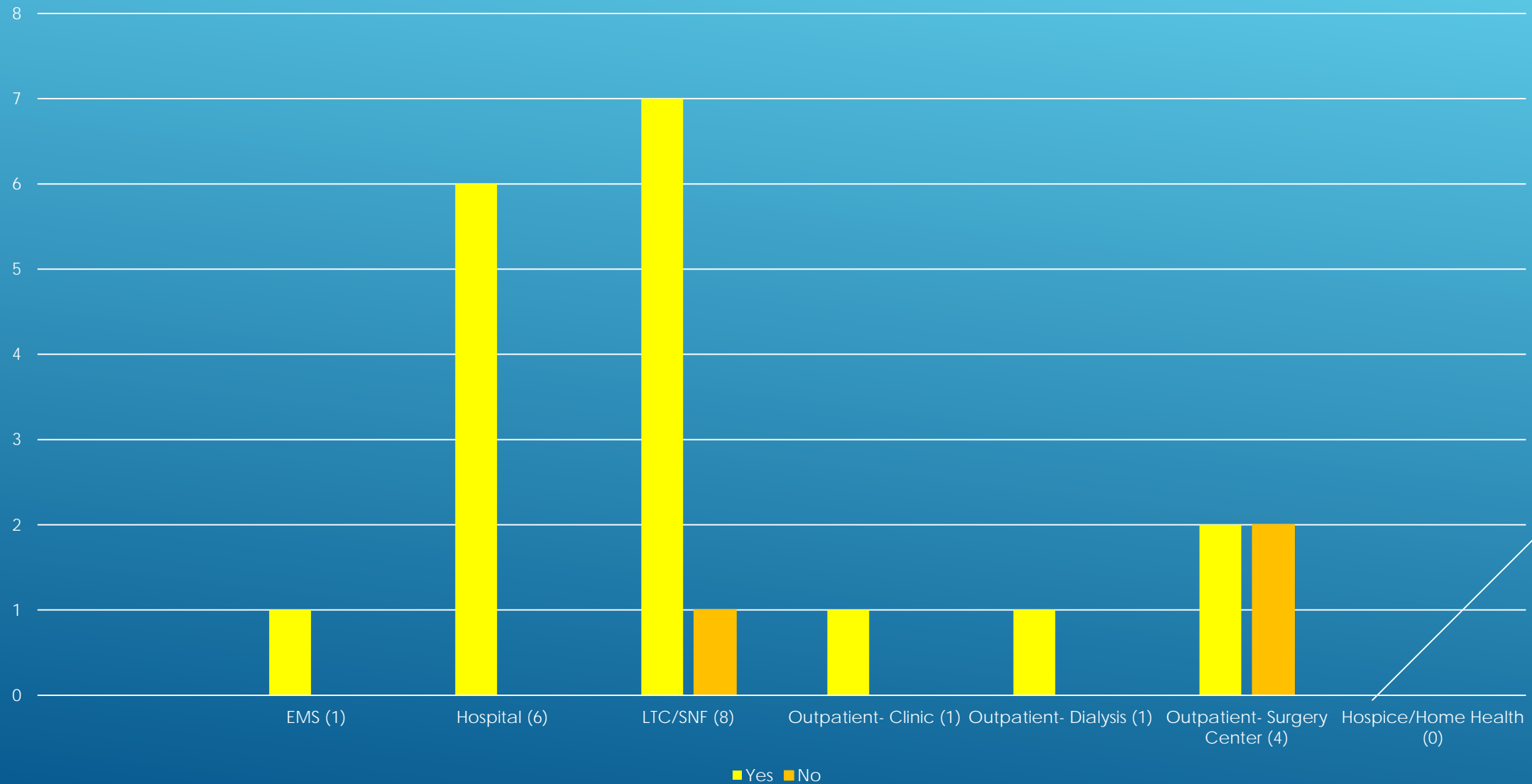
Does your facility EHR system or database require specific access permissions for each user?



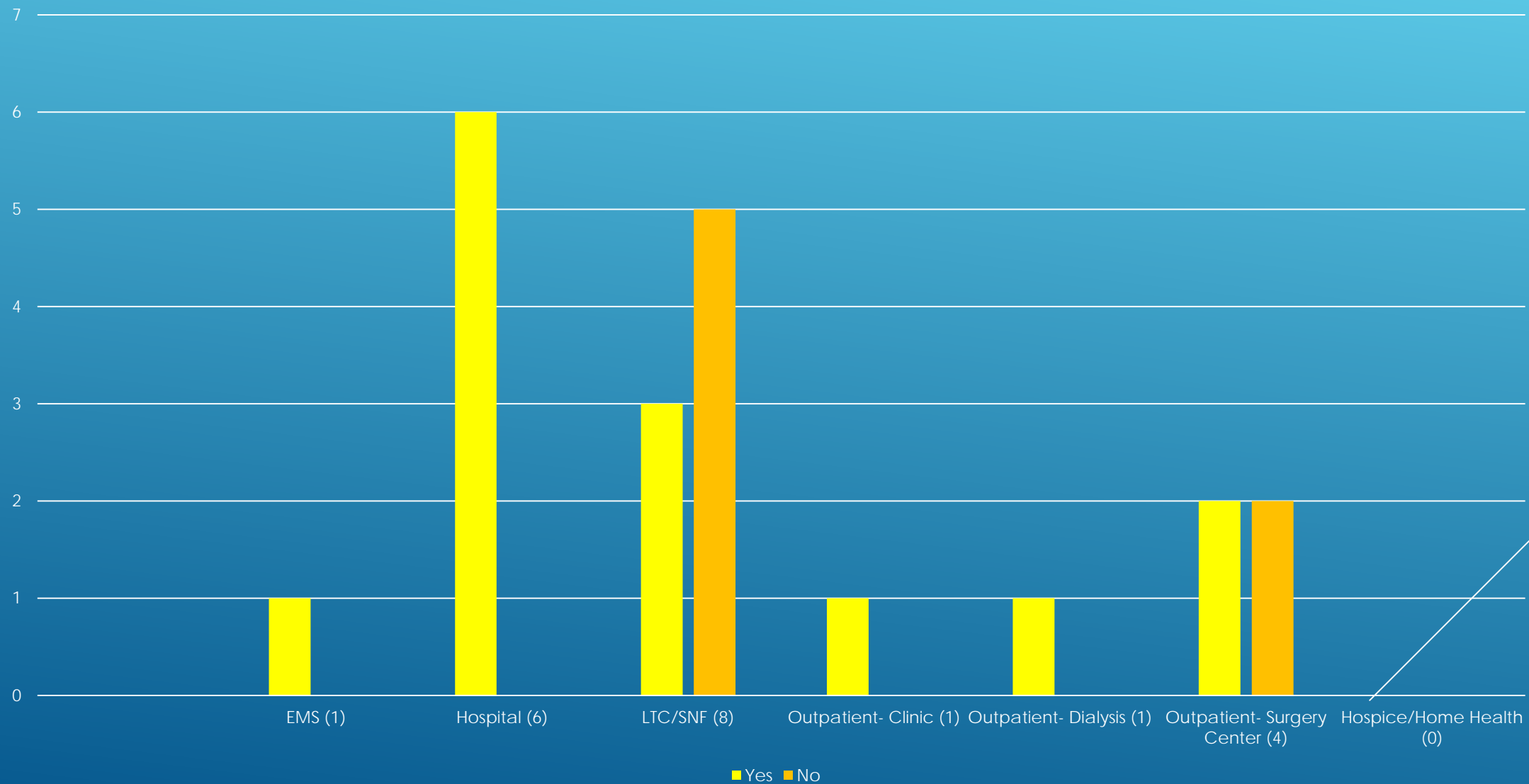
Does your facility know how your EHR vendor has determined how they will provide updates and technical support?



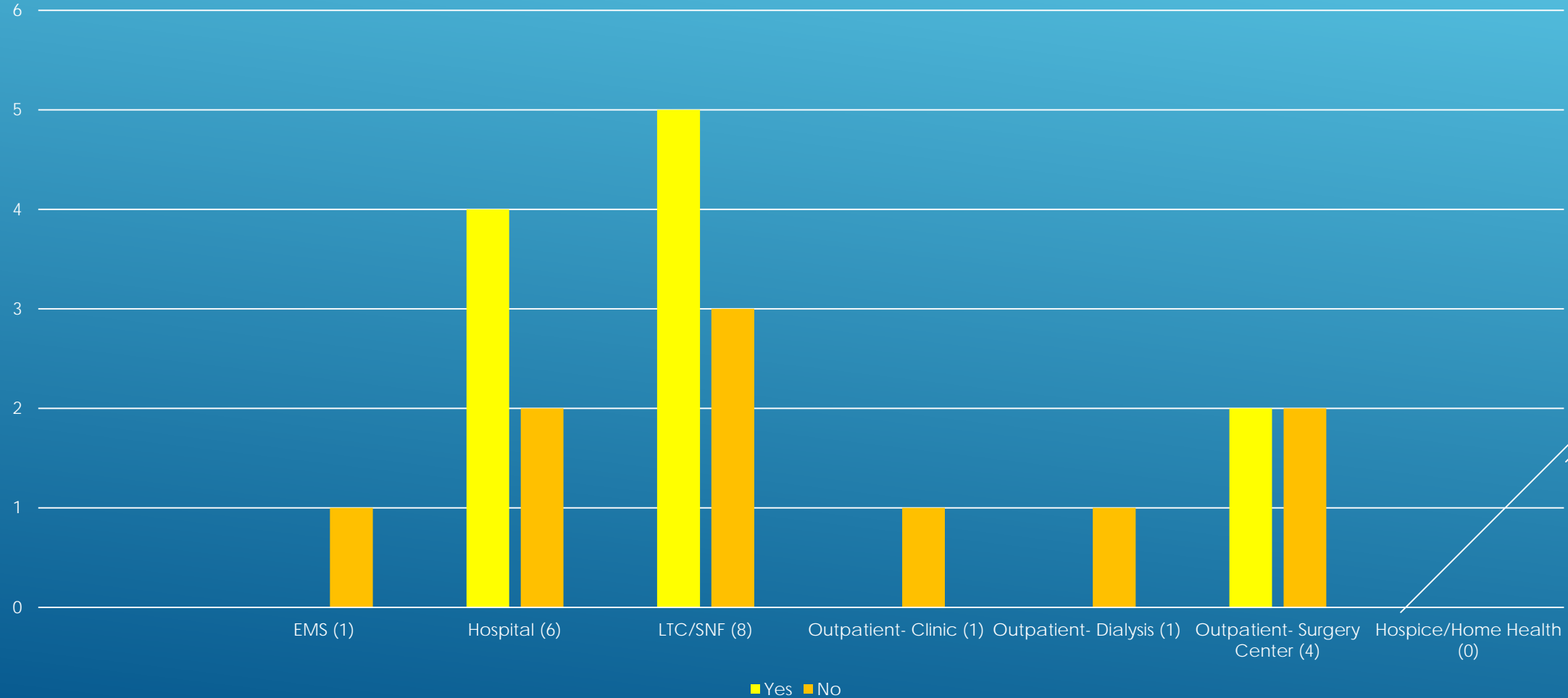
Has your facility developed security policies for the use of a virtual private network (VPN) or private connections?



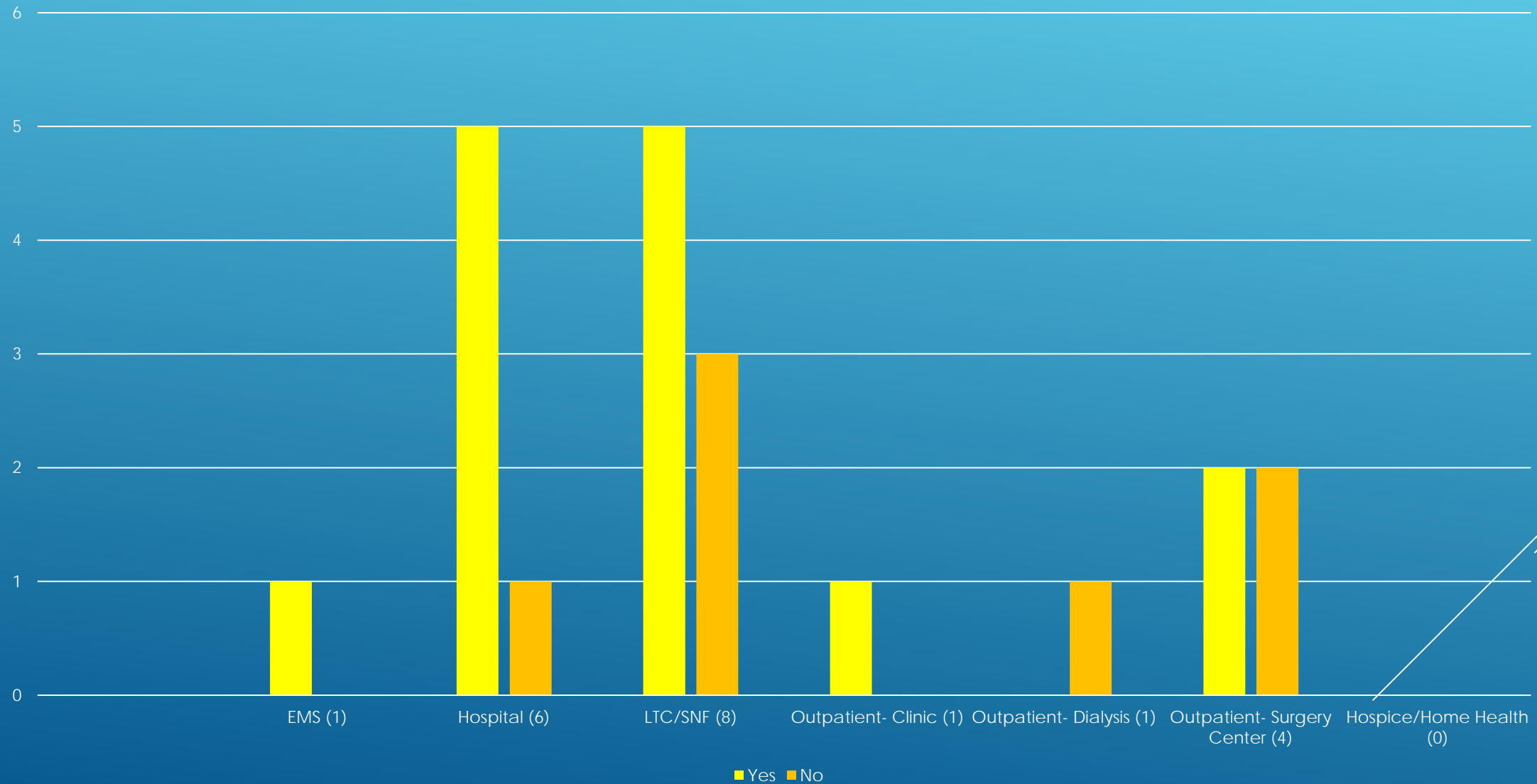
Has your facility implemented a staff cybersecurity training and enforcement policies?



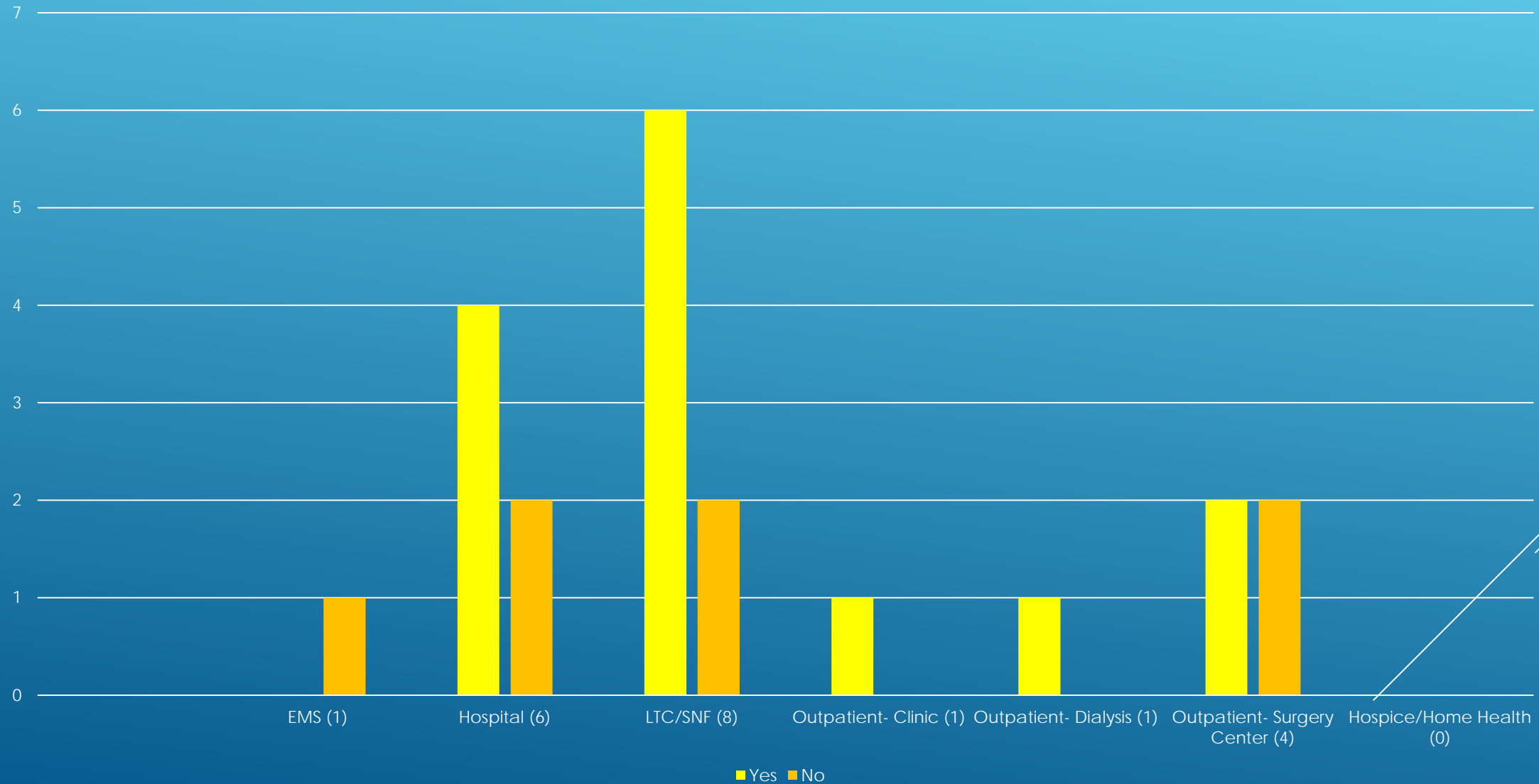
Has your facility included cybersecurity and continuity of information systems in the organization's Hazardous Vulnerability Analysis (HVA)?



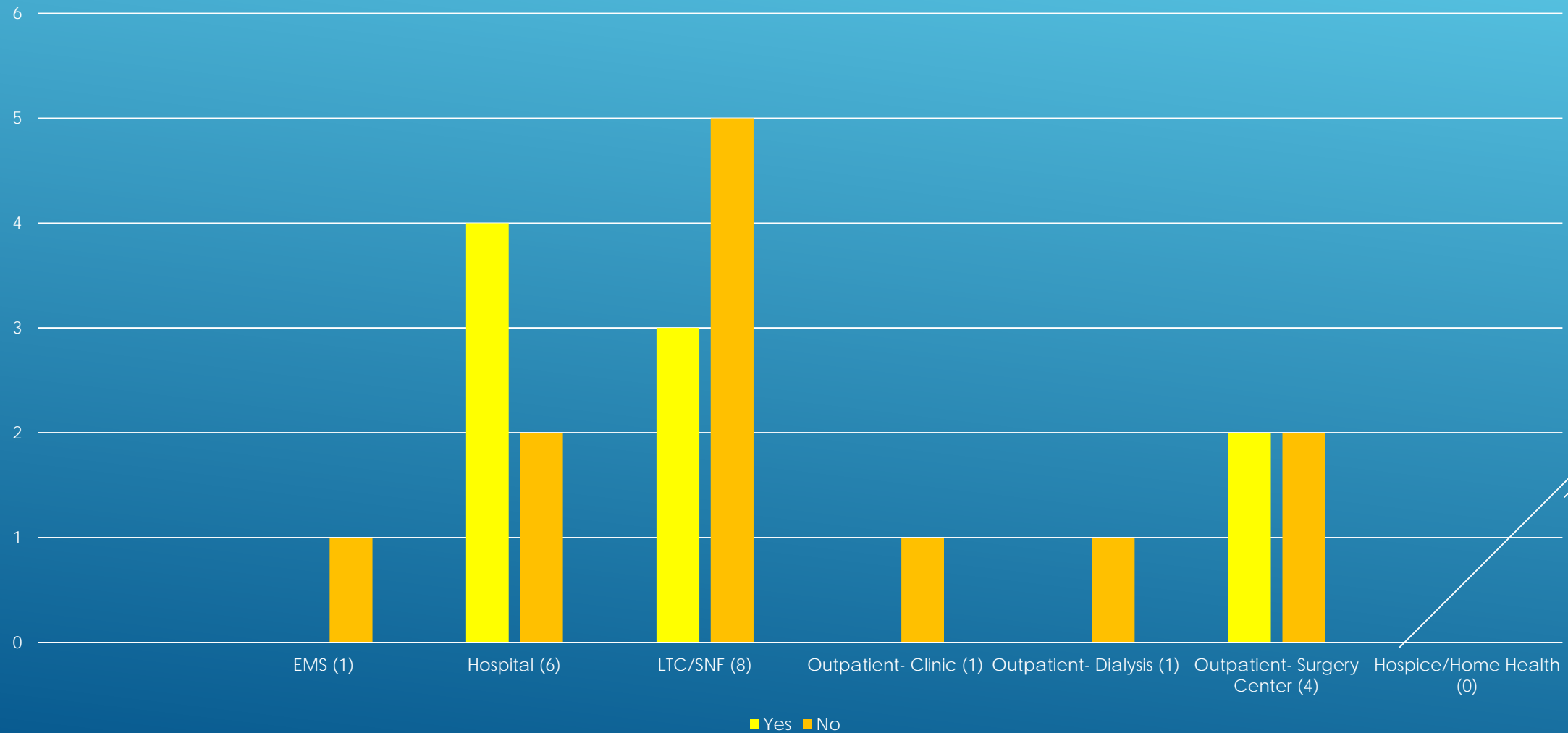
Has your facility included the appropriate IT personnel and considerations in EOP's, training, and exercise?



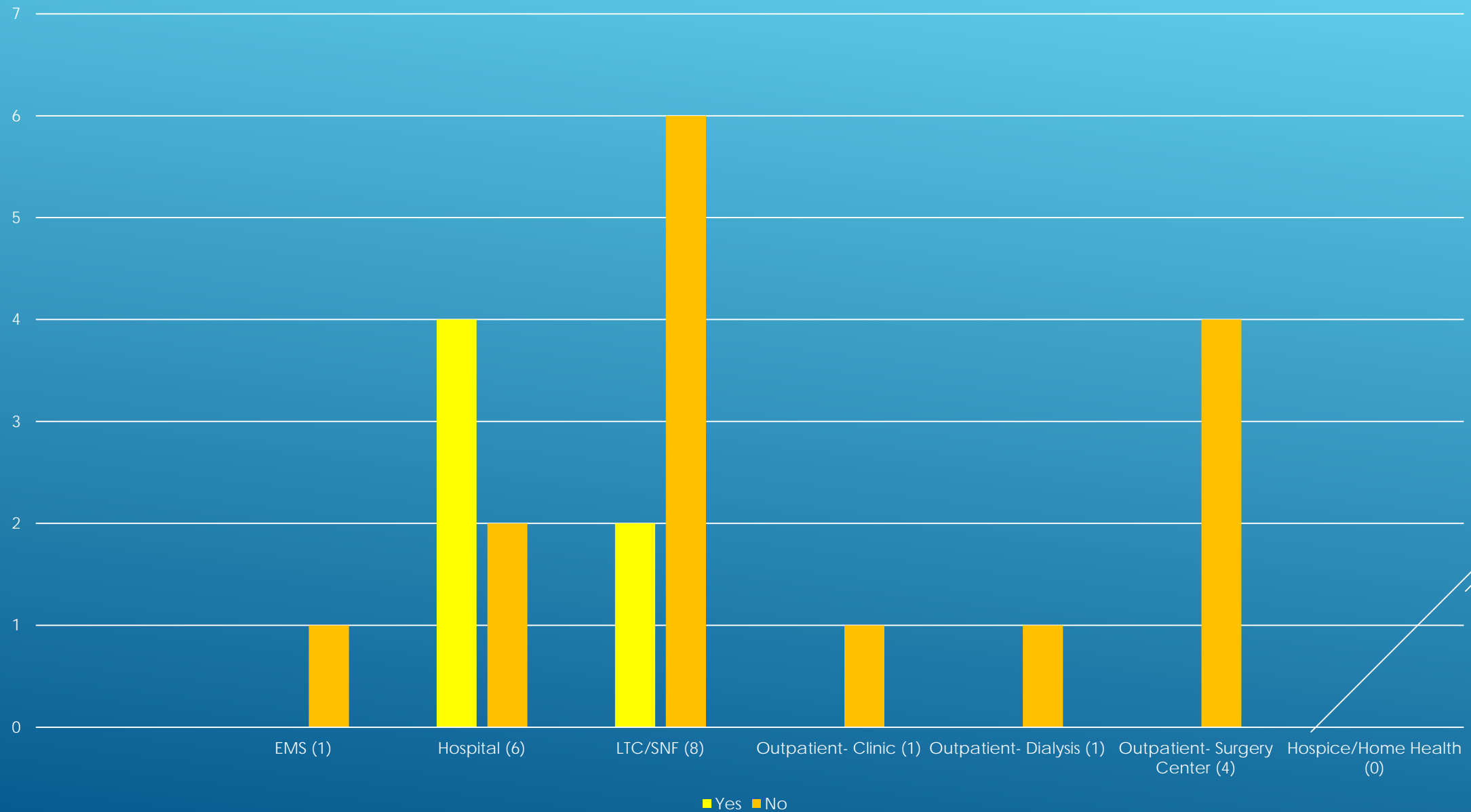
Does your facility engage with outside partners for assistance with cybersecurity incidents? (Law enforcement, regulatory agencies, Etc.?)



Has your facility developed the mechanisms for IT personnel to obtain needed cybersecurity information through partnerships with law enforcement?



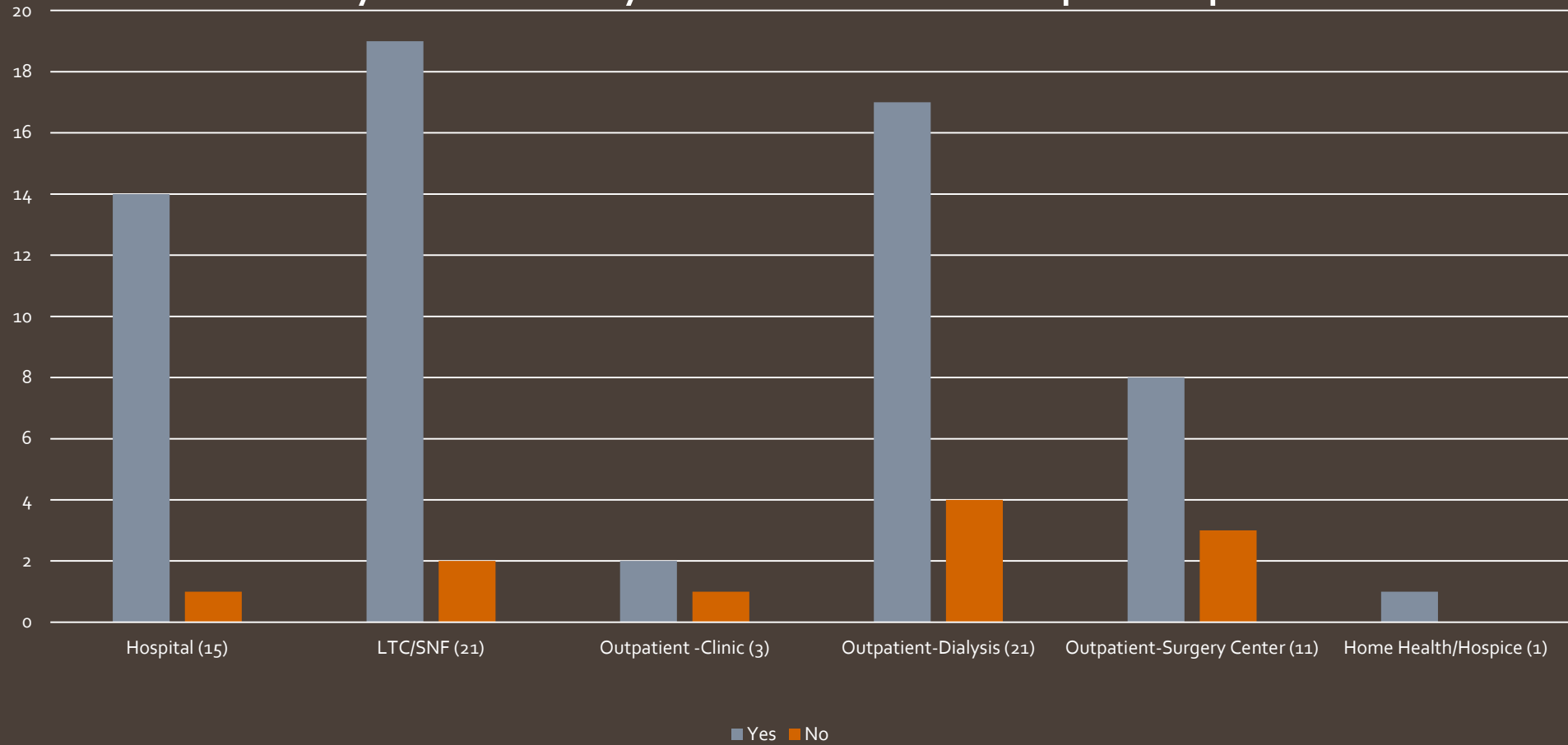
Is your facility a member of any information sharing and analysis organizations? (ISAO's)



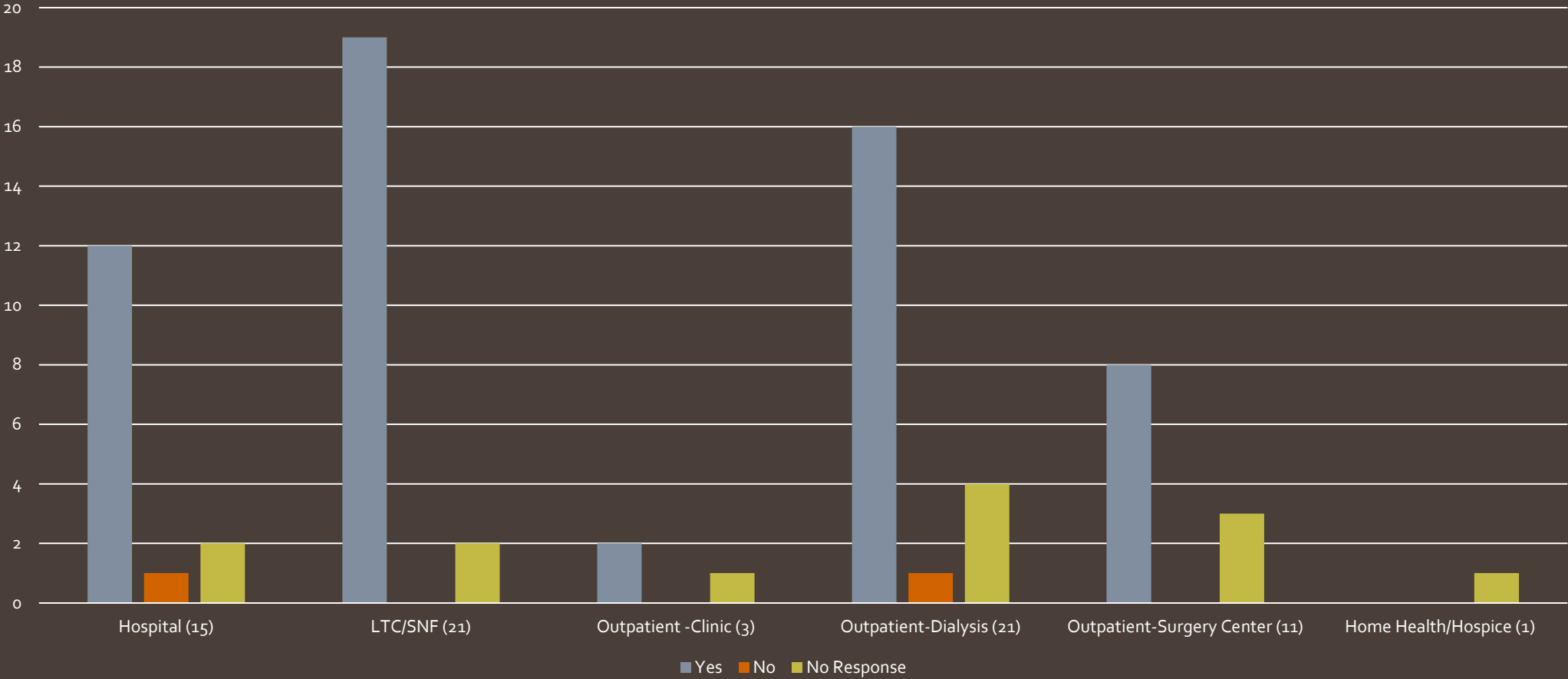
Shelter in Place

Results from the 2019 HCCOC survey

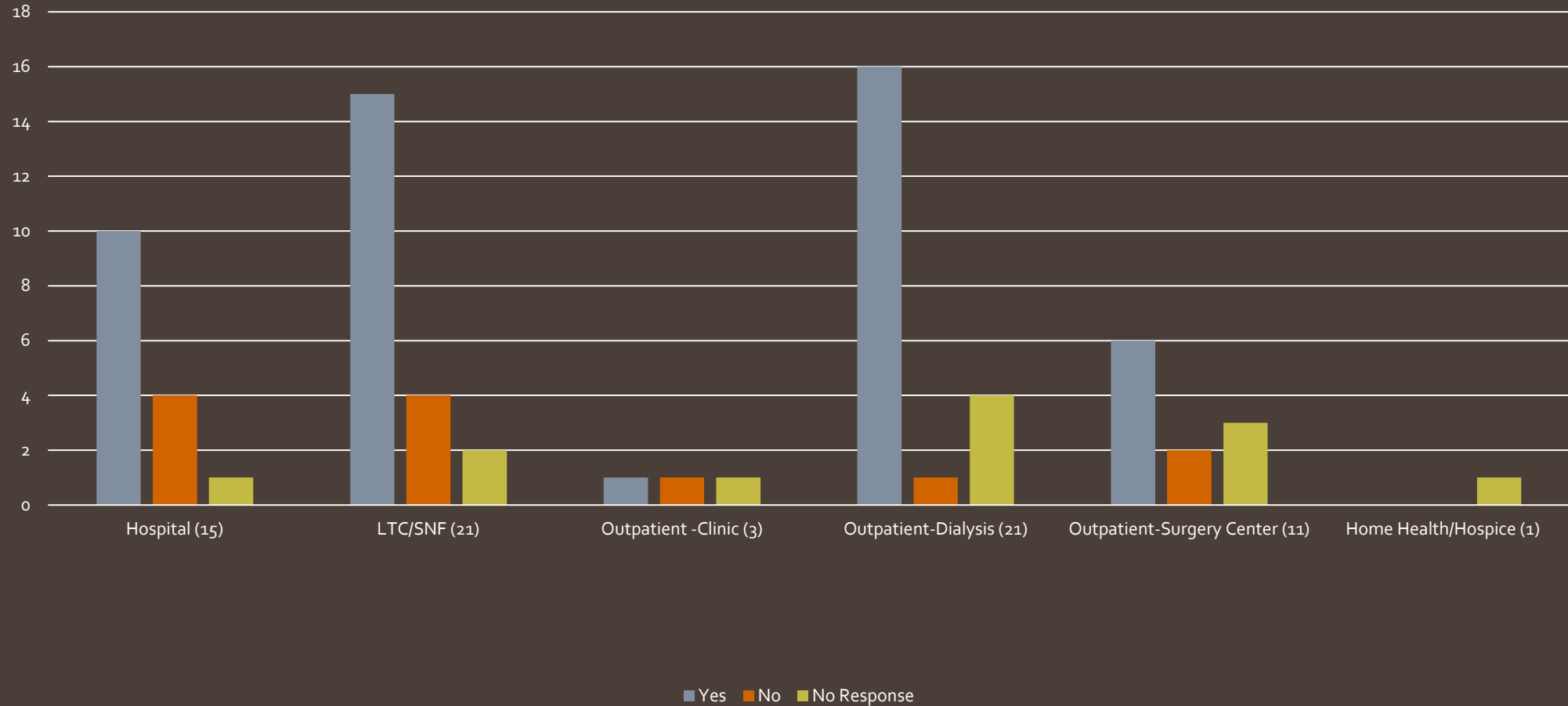
Does your facility have a shelter in place plan?



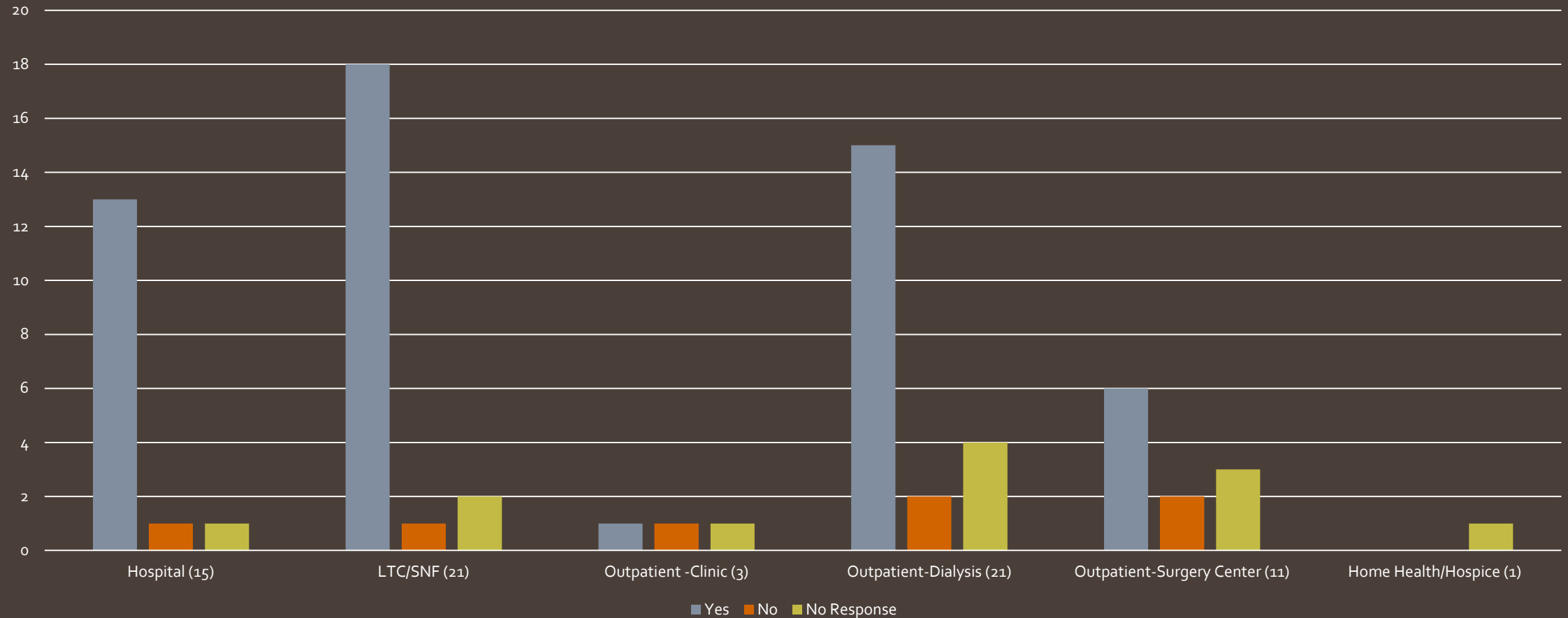
Does your plan include decision making criteria authorities?



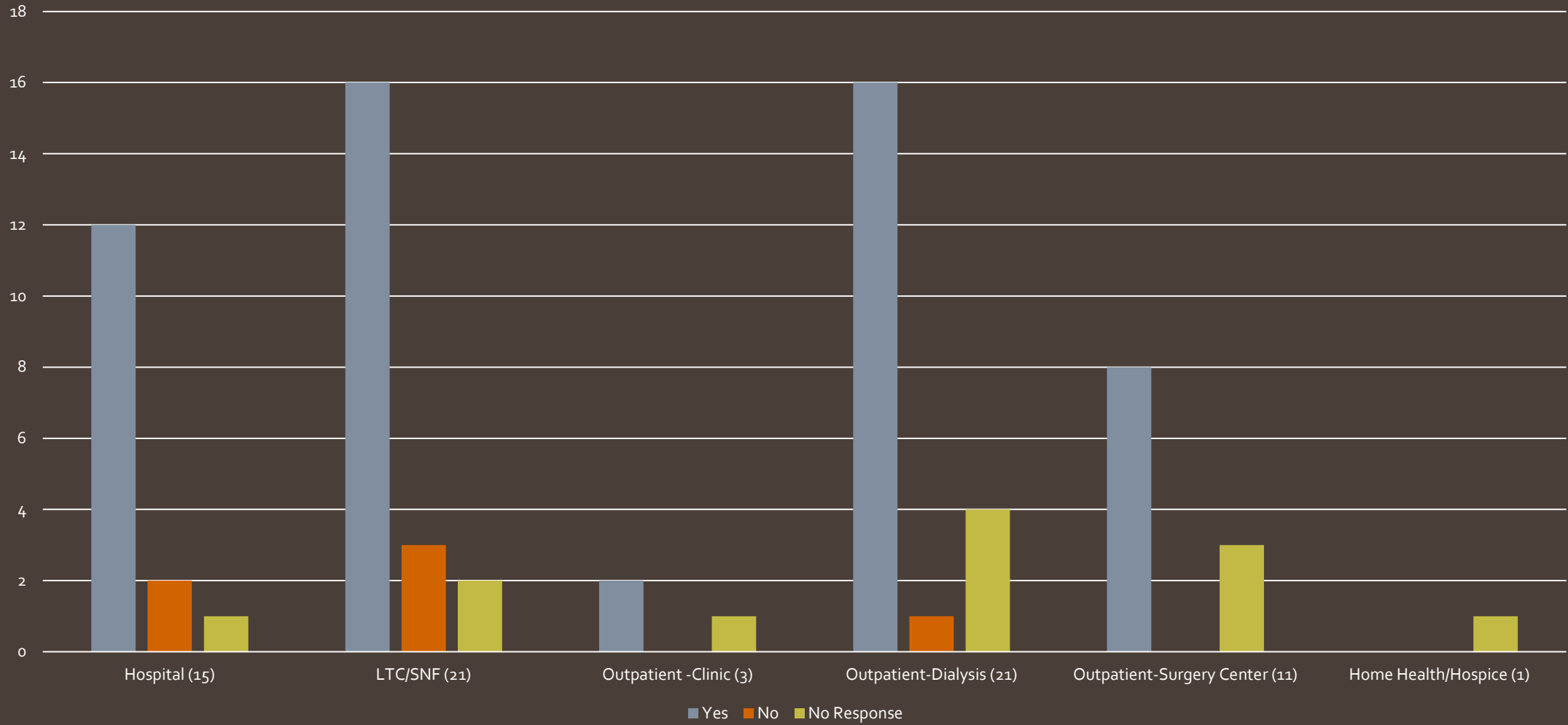
Does your plan include identification of patient and non patient care locations to provide protection from the external environment?



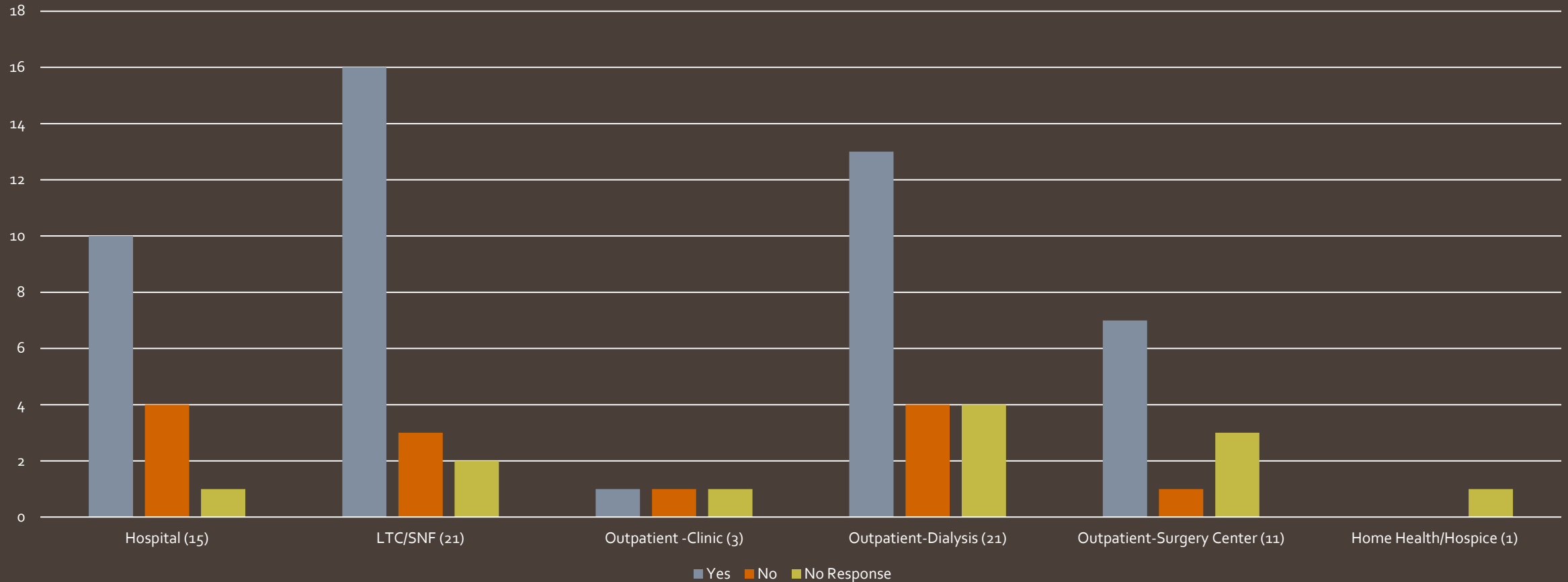
Does your plan include operational procedures for shutting down the HVAC, facility lockdown, and facility access control?



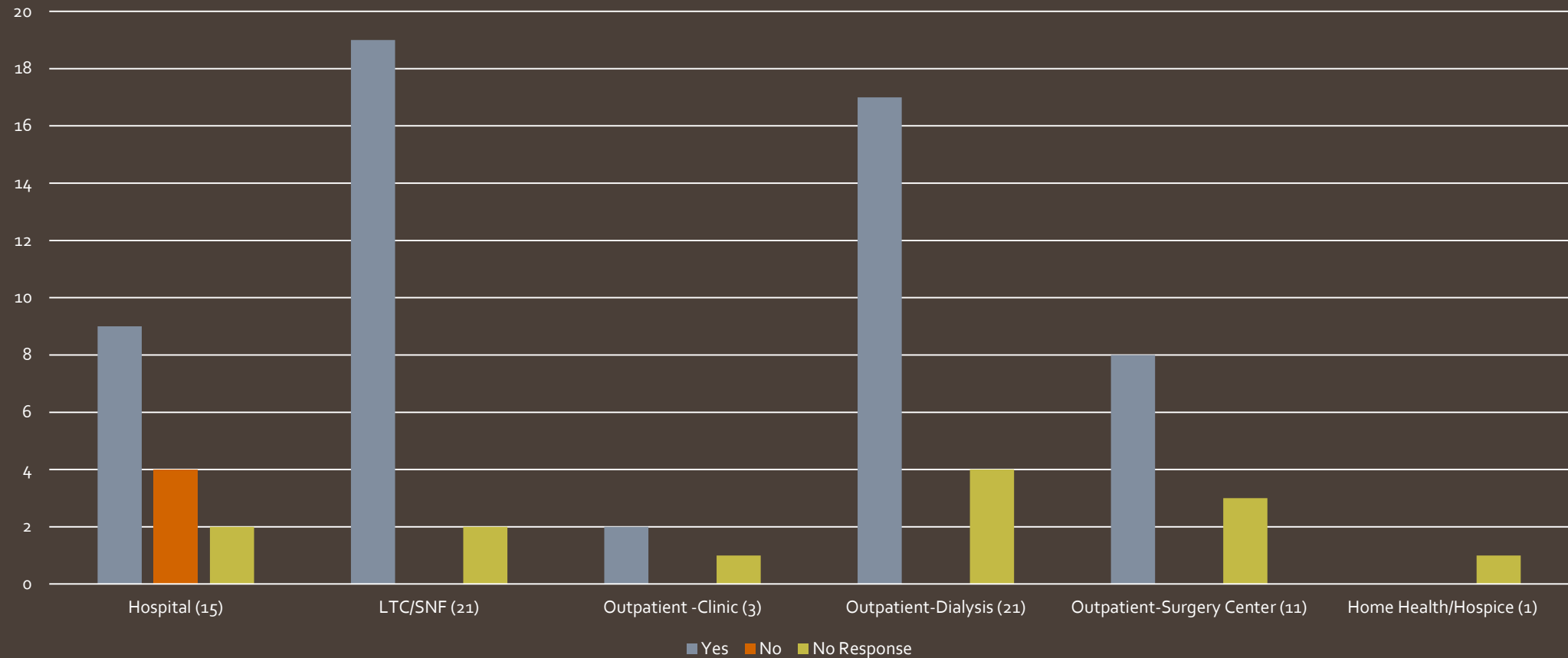
Does your plan include assessment of internal capabilities and needs?



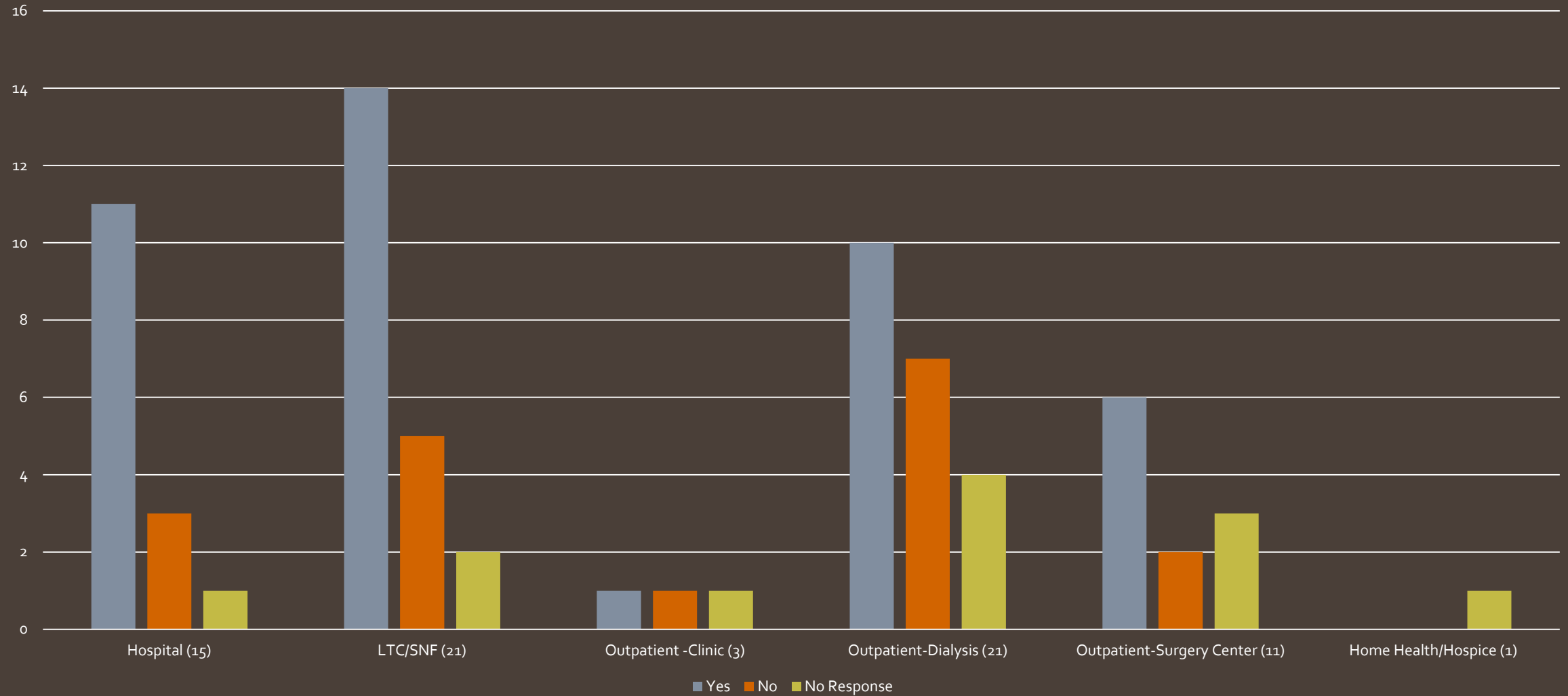
Does your plan include acquisition of supplies, pharmaceuticals, and other necessary resources such as sustainment (e.g. water and food); as well as materials that may be important for children and others during an extended sheltering (e.g. Books and games



Does your plan include internal and external communications plans, including plans for communicating with patients' and workforces' families?



Does your plan include triggers for lifting shelter in place orders?





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Outpatient – Dialysis
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2019 MEETINGS SCHEDULE

- **Tuesday, March 26, 2019**
- **Wednesday, June 12, 2019**
- **Thursday, September 19, 2019**
- **Thursday, December 12, 2019**

**Meetings are held quarterly
(March, June, September, and December)**

Time: 10:00 am to 11:00 am

Address:

**2228 Ritchey St
Santa Ana, CA 92871**

Contact:

**Kelly Asch, Staff Assistant
E-mail: kasch@ochca.com
Phone: (714) 560-6117**



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