

APPENDIX I: REGIONAL ASSESSMENT CHECKLIST

Intended Audience and Use: The goal of this checklist is to provide regional officials—as they work with state health officials—a tool to aid in their regional planning efforts for public health preparedness. This checklist is not intended to be prescriptive and is not tied to any state preparedness funding.

Description of Checklist: The checklist is divided into seven sections, which encompass the public health resources that may need to be moved across borders during an event (staff, supplies, specimens/samples, data/information, and patients/evacuees) and cross-cutting issues that would influence the movement of these resources (i.e., communication and governance). (Note: legal issues are incorporated into the other sections.) The checklist items describe protocols, agreements, processes, etc., that should exist or should be considered for development in regional preparedness planning efforts. The next two columns are to be used as an assessment of the region. The final three columns are the self-assessment, where regional and other officials can determine whether they have addressed the checklist item in their regional planning efforts.

Staff

Checklist Item	Existing Structures	Comments	Self-Assessment		
			Yes	No	Partially (explain)
Consistent language in job classification and responsibilities across the region through staff resource-typing.					
Protocols for sharing staff across borders.					
Agreements for sharing staff (e.g., licensing and credentialing, workers' compensation and death benefits, and liability/malpractice).					
Regular training for public health staff on preparedness and incident command systems.					

Supplies

Checklist Item	Existing Structures	Comments	Self-Assessment		
			Yes	No	Partially (explain)
Resource typing through regional resource inventories.					
Multi-jurisdictional agreement to share laboratory supplies in an event, including issues of compensation and reimbursement.					
Multi-jurisdictional agreement to share other relevant equipment, including issues of compensation and reimbursement.					

Specimens/Samples

Checklist Item	Existing Structures	Comments	Self-Assessment		
			Yes	No	Partially (explain)
Agreement to exchange specimens/samples during an event, including issues of compensation and reimbursement.					
Protocols for transportation of specimens/samples during an event.					
Protocols for chain of custody.					

Data/Information

Checklist Item	Existing Structures	Comments	Self-Assessment		
			Yes	No	Partially (explain)
Agreement and systems for exchanging data in a response.					
Protocols for secure, efficient data exchange (ideally electronically).					
Protocols for sharing data: what should be shared, who owns the data, when it should be shared, with whom, etc.					

Patients/Evacuees

Checklist Item	Existing Structures	Comments	Self-Assessment		
			Yes	No	Partially (explain)
Transport of patients/evacuees between state borders within the US.					
Transport of patients/evacuees between US and Canada.					
Ensuring Medicaid and insurance coverage in other states.					

Communication

Checklist Item	Existing Structures	Comments	Self-Assessment		
			Yes	No	Partially (explain)
Systems in place to ensure consistent risk communication messages across the region.					
Communication with special needs populations.					
Protocols for effective interstate communication during response in the field.					

Governance

Checklist Item	Existing Structures	Comments	Self-Assessment		
			Yes	No	Partially (explain)
Multi-jurisdictional agreement to offer assistance to adjacent states/provinces in an event.					
Agreement and systems in place to exchange emergency, warning, and notification plans and 24-hour contact lists with adjacent jurisdictions.					
Established working group to lead the process.					
Annual regionally planned/managed drills (including exercising logistics chain).					
Formalized structure for regional decision making in a multi-jurisdictional response.					