Health Care Coalition of Orange County
Advisory Committee
Hospice/Home Health

Wednesday, June 12, 2019 – 1:00 p.m. to 2:00 p.m.

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

A G E N D A

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

I. CALL TO ORDER

II. INTRODUCTIONS/ANNOUNCEMENTS
   • Membership agreement

III. APPROVAL OF MINUTES
   • Approval of March 26, 2019 minutes (Attachment 1)

IV. EMS/HEM REPORT
   • Health Emergency Management (HEM) Program

V. SURVEYS

VI. NEW BUSINESS
   • HCCOC Drill - Lessons Learned
   • Advisory Group Goals
     o Staffing to cover patients in event of emergency/disaster when staff may be affected
     o Open communications with OCHCA when we are evacuating patients in case we need additional support
     o How to ensure patients at home have DME, medications and medical supplies covered in emergency
   • Cyber Security and Shelter in Place Results Survey Results (Attachment 2)
   • Nomination of Chairperson

VII. OTHER BUSINESS
   • Round Table

VIII. NEXT MEETING
   • September 18, 2019 - Health Care Agency Operations Center (AOC)

IX. ADJOURNMENT
Health Care Coalition of Orange County
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M I N U T E S

I. CALL TO ORDER
   - The meeting was called to order at 1:01 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. NEW BUSINESS
    - Top Three Goals
      - Modification of the goals for this advisory group will be done electronically.

    - Gap Analysis Tool
      - 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.

VI. OTHER BUSINESS
    - No other business.

VII. NEXT MEETING
    - June 12, 2019 – Health Care Agency Operations Center (AOC) – 1:00 p.m. to 2:00 p.m.

VIII. ADJOURNMENT
     - The meeting was adjourned at 1:34 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?

- Yes
- No
Does Your facility encrypt all computers?

- EMS (1) Hospital (6) LTC/SNF (8) Outpatient-Clinic (1) Outpatient-Dialysis (1) Outpatient-Surgery Center (4) Hospice/HomeHealth (1)

Yes | No
---|---
1 | 0
5 | 1
2 | 0
1 | 0
1 | 0
2 | 0
1 | 0
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?

Yes  
No
Does your facility EHR system or database require specific access permissions for each user?

Yes No

EMS (1) Hospital (6) LTC/SNF (8) Outpatient-Clinic (1) Outpatient-Dialysis (1) Outpatient-Surgery Center (4) Hospice/Home Health (0)
Does your facility know how your EHR vendor has determined how they will provide updates and technical support?

Yes

No
Has your facility developed security policies for the use of a virtual private network (VPN) or private connections?

- Yes
- No
Has your facility implemented a staff cybersecurity training and enforcement policies?

- Yes
- No
Has your facility included cybersecurity and continuity of information systems in the organization's Hazardous Vulnerability Analysis (HVA)?

- Yes
- No
Has your facility included the appropriate IT personnel and considerations in EOP's, training, and exercise?

- Yes
- No
Does your facility engage with outside partners for assistance with cybersecurity incidents? (Law enforcement, regulatory agencies, etc.?)

Yes

No
Has your facility developed the mechanisms for IT personnel to obtain needed cybersecurity information through partnerships with law enforcement?

Yes  No
Is your facility a member of any information sharing and analysis organizations? (ISAQ's)

- Yes
- No
Shelter in Place

Results from the 2019 HCCOC survey
Does your facility have a shelter in place plan?

- Hospital (15)
- LTC/SNF (21)
- Outpatient - Clinic (3)
- Outpatient - Dialysis (21)
- Outpatient - Surgery Center (11)
- Home Health/Hospice (1)
Does your plan include decision making criteria authorities?

Yes
No
No Response
Does your plan include identification of patient and non patient care locations to provide protection from the external environment?

Yes  No  No Response
Does your plan include operational procedures for shutting down the HVAC, facility lockdown, and facility access control?

- Yes
- No
- No Response
Does your plan include assessment of internal capabilities and needs?

- Yes
- No
- No Response

- Hospital (15)
- LTC/SNF (21)
- Outpatient-Clinic (3)
- Outpatient-Dialysis (21)
- Outpatient-Surgery Center (11)
- Home Health/Hospice (1)
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?

Yes
No
No Response
Does your plan include triggers for lifting shelter in place orders?

Hospital (15) LTC/SNF (21) Outpatient -Clinic (3) Outpatient -Dialysis (21) Outpatient -Surgery Center (11) Home Health/Hospice (1)