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| **NIMS Adoption** |
| **Compliance Requirement: Adopt NIMS at the agency level for all departments; as well as promote and encourage NIMS adoption by others.** |
| 1. Has the public health agency formally adopted NIMS as the all-hazards, incident management system?   Yes  No   * If “yes”, what legal authority was used to adopt NIMS: (check all that apply)   Board of Supervisors/Board of Health  Other   * The date NIMS was formally adopted through a BOH meeting or the date the BOH approved the plans that included NIMS adoption language? * Is there a process for renewing / maintaining the approval of plans that includes NIMS adoption language?   Yes  No     * If ‘no”, which of the following impedes adoption: (check all that apply)   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: |
| 1. Has the public health agency promoted and encouraged the adoption of NIMS internally?   Yes  No   * If “no”, which of the following impedes adoption:   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: |
| **Compliance Requirement: Designate a single point of contact within the public health agency to serve as the principal coordinator for NIMS implementation.** |
| 1. Has the public health agency designated a single point of contact with the authority to serve as the principal coordinator for overall NIMS implementation?   Yes  No   * If “yes”, who has been designated: * If “no”, which of the following impedes designated a single point of contact for NIMS implementation: (check all that apply)   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: |
| **Preparedness Planning** | |
| **Compliance Requirement:**  Revise and update emergency operations plans (EOPs) and standard operating procedures (SOPs) to incorporate NIMS and National Response Framework (NRF) components, principles, and policies, to include planning, training, response, exercises, equipment, evaluation and corrective actions. | |
| 1. Indicate in the table below if public health departments with an emergency management or emergency response function that have incorporated NIMS into the following activities:  |  |  |  | | --- | --- | --- | |  | Yes | No | | Planning |  |  | | Training Programs |  |  | | Response Activities |  |  | | Exercise Program |  |  | | Equipment Acquisition |  |  | | Evaluations |  |  | | Corrective Actions |  |  | | |
| 1. To what extent have the following NIMS concepts and principles been incorporated into incident management policies and SOPs:  |  |  |  | | --- | --- | --- | |  | Not Incorporated | Fully Incorporated | | Flexibility |  |  | | Scalability |  |  | | Standardization |  |  | | Interoperability & Compatibility |  |  | | |
| **Compliance Requirement**: Participate in and promote mutual aid agreements, to include agreements with the private sector and non-governmental organizations. | |
| 1. Does the public health agency participate in mutual aid agreements?   Yes  No   * If “no”, explain: * Which of the following impedes the participation and promotion of mutual aid agreements: (check all that apply)   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: | |
| 1. What actions have been taken by the public health agency to promote mutual aid agreements   Developed working groups and/or committees  Signed MOUs/MOAs  IMAC signatory  Engaged in regular correspondence via phone/email  Developed mutual aid templates  Other actions taken by the public health to promote mutual aid agreements, explain:  No actions have been taken, explain:   * Which of the following impedes promoting mutual aid agreements: (check all that apply)   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: | |
| 1. What actions have been taken by the public health agency to promote mutual aid agreements with private sector and non-governmental organizations (check all that apply):   Developed working groups and/or committees  Signed MOUs/MOAs  Engaged in regular correspondence via phone/email  Developed mutual aid templates  Other actions taken by the public health to promote mutual aid agreements with private sector and non-governmental organizations, explain:  No actions have been taken, explain: | |
| 1. Indicate the types of mutual aid agreements for which the public health has trained or exercised:  |  |  |  | | --- | --- | --- | |  | Intrastate | Interagency | | Training |  |  | | Exercises |  |  | | |

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| **Preparedness Training** | |
| **Compliance Requirement**: Ensure that the appropriate personnel complete IS-700a NIMS: An Introduction; IS-800b National Response Framework; ICS 100a: Introduction to ICS; ICS 200a: ICS for Single Resources and other applicable training | |
| **\*\*Refer to NIMS Training Record for training requirements and recommendations** | |
| 1. Does the public health agency document training status of personnel for NIMS compliance?   Yes  No   * If “no”, explain: * Which of the following impedes incorporating NIMS/ICS into public health training and exercises: (check all that apply)   Plans  Policy  Personnel  Funding  Education  Other impediments, explain: | |
| **Preparedness Exercises** | |
| **Compliance Requirement**: Incorporate NIMS/ICS into all training and exercises. | |
| 1. Does the public health agency incorporate NIMS into all training and exercises?   Yes  No   * If “no”, explain: | |
| **Compliance Requirement**: Participate in an all-hazard exercise program based on NIMS that involves responders from multiple disciplines. | |
| 1. Did the public health agency complete an after-action report and improvement plan for every exercise?   Yes  No   * If “no” which of the following impedes the completion of the after-action report and improvement plan: (check all that apply)   Plans  Policy  Personnel  Funding  Education  Other impediments, explain: | |
| 1. Did the public health agency participate in functional exercises that involved a multi-disciplinary and/or multi-jurisdictional component?   Yes  No   * If “yes”, which disciplines were included (list)   + If “no”, explain: | |
| 1. Does the public health agency have an all-hazards exercise program?   Yes  No   * If “no”, which of the following impedes developing an all-hazards exercise program (check all that apply).   Plans  Policy  Personnel  Funding  Education  Other impediments, explain: | |
| Compliance Requirement: Incorporate corrective actions into preparedness and response plans and procedures. | |
| 1. Public health agency incorporates corrective action plans, after-action reports, and/or lessons learned into which of the following (check all that apply):   Plans  Procedures  None, explain:   * What impedes incorporating corrective action plans, after-action reports and/or lessons learned (check all that apply):   Plans  Policy  Personnel  Funding  Education  Other impediments, explain: | |
| 1. Does the public health agency utilize improvement plans and after-action reports to maintain a Corrective Action Program?   Yes  No   * If “no”, which of the following impedes developing an all-hazards exercise program (check all that apply).   Plans  Policy  Personnel  Funding  Education  Other impediments, explain: | |
| **Communication and Information Management** |
| **Compliance Requirement**: Apply common and consistent terminology as used in NIMS, including the establishment of plain language communications. |
| 1. During an event, does the public health agency implement the following communication standards:      |  |  |  | | --- | --- | --- | |  | Yes | No | | Plain Language |  |  | | Standardized terminology (verbal communications) |  |  | | Standardized terminology (print communications) |  |  | |
| **Compliance Requirement**: Utilize systems, tools and processes to present consistent and accurate information during an incident/planned event. |
| 1. During an event, does the public health agency present consistent and accurate information:  |  |  |  | | --- | --- | --- | |  | Yes | No | | Communications |  |  | | Information Management (computers) |  |  | | Intelligence/Surveillance |  |  | | Information Sharing (radios) |  |  | | Resource Status (PODs, PPE, meds/vaccines) |  |  | |
| **Resource Management** |
| Compliance Requirement: Inventory response assets. |
| 1. Has the public health agency inventoried and maintained its response resources?   Yes  No   * If “no”, which of the following impedes inventorying and maintaining response assets (check all that apply).   Plans  Policy  Personnel  Funding  Education  Other impediments, explain: |
| 1. Is interoperability considered prior to purchase of equipment?   Yes  No   * If “no”, which of the following impedes inventorying and maintaining response assets (check all that apply).   Plans  Policy  Personnel  Funding  Education  Other impediments, explain: |
| **Command and Management** | |
| **Compliance Requirement:** Public HealthIncident Command System (ICS): Manage all emergency incidents and preplanned (recurring/special) events in accordance with ICS organizational structures, doctrine and procedures, as defined in NIMS. ICS implementation must include the consistent application of Incident Action Planning and Common Communications Plans, as appropriate. | |
| * 1. Does the public health agency implement NIMS-prescribed ICS for all-hazards incident response?   Yes  No   * If ‘no”, which of the following impedes adoption: (check all that apply)   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: | |
| 2. Does the public health agency implement NIMS-prescribed ICS for managing preplanned events?  Yes  No   * If ‘no”, which of the following impedes adoption: (check all that apply)   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: | |
| 3. Does ICS implementation include the consistent application of incident action planning?  Yes  No   * If ‘no”, which of the following impedes adoption: (check all that apply)   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: | |
| 4. Does ICS implementation include the consistent application of common communications plans?  Yes  No   * If ‘no”, which of the following impedes adoption: (check all that apply)   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: | |
| 1. Do incident action plans incorporate the following ICS concepts:  |  |  |  | | --- | --- | --- | |  | Yes | No | | Designation of measurable objectives |  |  | | * If “no”, explain: | | | | Designation of command staff positions |  |  | | * If “no”, explain: | | | | Manageable span of control |  |  | | * If “no”, explain: | | | | Clear chain of command |  |  | | * If “no”, explain: | | | | Use of plain language |  |  | | |
| 1. Do common communication plans address:  |  |  |  | | --- | --- | --- | |  | Yes | No | | Utilization of communications equipment and facilities assigned to the incident |  |  | | * If “no”, explain: | | | | Installation and testing of all communications equipment |  |  | | * If “no”, explain: | | | | Supervision and operation of the incident communications |  |  | | * If “no”, explain: | | | | Distribution and recovery of communications equipment assigned to the incident |  |  | | * If “no”, explain: | | | | Maintenance and repair of communications equipment on site |  |  | | * If “no”, explain: | | | | |
| **Compliance Requirement**: Multi-agency Coordination System(MACS): Coordinate and support emergency management and incident response objectives through the participation in multi-agency coordination systems, i.e. – develop and maintain connectivity capability between local Incident Command Posts, local 911 Centers, and local Emergency Operations Centers. | |
| 1. Does the public health agency support the participation of multi-agency coordination systems where appropriate, during incidents/planned events?  |  |  |  | | --- | --- | --- | |  | Yes | No | | Framework (e.g. emergency operations procedures and disaster plans) |  |  | | If “no” , explain: | | | | Training Curriculum |  |  | | * If “no” , explain: | | | | Exercises |  |  | | * If “no” , explain: | | | | |
| |  |  |  | | --- | --- | --- | |  | Yes | No | | Preplanned events (recurring or special) |  |  | | * If “yes”, explain how it has been successfully utilized to manage preplanned events: | | | | No-notice events |  |  | | * If “yes”, explain how it has been successfully utilized to manage no-notice events: | | |  1. Does the public health lead or participate in a multi-agency coordination system or utilize a multi-agency coordination system for:  * If ‘no”, which of the following impedes adoption: (check all that apply)   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: | |
| 1. Which of the following primary functions is coordinated by the public health agency multi-agency coordination system (check all that apply):   Situation assessment  Critical resource acquisition and allocation  Local/tribal disaster support  Coordination with elected and appointed officials  Coordination of summary information  Incident priority determination  Other, please explain: | |
| **Compliance Requirement**: Public Information System: Implement processes, procedures, and/or plans to communicate timely, accurate information to the public during an incident through a Joint Information System and/or Joint Information Center. | |
| 1. Does the public health agency’s Emergency Operations Plan include processes and procedures for utilizing a Public Information System, including establishment of a Joint Information System and a Joint Information Center as incidents dictate?   Yes  No   * If “yes”, how many individuals are trained in using the public information system (list the number of staff trained in monitoring, collecting, or disseminating public information) * If “no”, explain: * Which of the following impedes the inclusion of processes and procedures for utilizing a public information system into the public health Emergency Operations Plan: (check all that apply)   Plans  Policy  Personnel  Funding  Exercise  Education  Other impediments, explain: | |
| **Compliance Requirement**: Ensure that the Public Information System can gather, verify, coordinate, and disseminate information during an incident/planned event. | |
| 1. During incidents, can the public health public information system gather, verify, coordinate and disseminate the following types of information:  |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Gather | Verify | Coordinate | Disseminate | | Critical Emergency Information |  |  |  |  | | Crisis Communication |  |  |  |  | | Public Affairs |  |  |  |  | | Other types of information |  |  |  |  | | |

This document should be revised as changes to the above answers occur, or at least yearly in conjunction with your NIMS compliancy statement submission. Record reviews and revisions in the table below.

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|  | **Record of Reviews and Revisions** | | | |
| Fiscal Year | Date | Changes Made | Printed Name | Signature |
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