



Course: **V-0001 - Virtual Tabletop Exercise Series (VTTX) – Pandemic Influenza**

Exercise Date & Location:

December 4, 5 & 6 2018. Virtual Exercise – Multiple Locations

(Note: Three separate offerings to accommodate as many site applicants as possible.)

Exercise Length:

4 Hours. Start time is 12:00 P.M. Eastern Standard Time (EST) and end time is 4:00 P.M. EST.

Exercise Description:

As we enter the 100th anniversary of the 1918 influenza pandemic (January 1918 – December 1920; colloquially known as Spanish flu) the Emergency Management Institute and the Centers for Disease Control specially designed this Virtual Tabletop Exercise (VTTX) which will specifically focus on the impacts of a novel influenza virus on the public health community.

The 1918 influenza pandemic (January 1918 – December 1920; colloquially known as Spanish flu) was an unusually deadly influenza pandemic, the first of the two pandemics involving the H1N1 influenza virus. It infected over 500 million people around the world, including people on remote Pacific Islands and in the Arctic, which resulted in the deaths of 50 to 100 million (three to five percent of the world's population at the time), making it one of the deadliest natural disasters in human history.

This Public Health-focused VTTX is a pre-packaged set of exercise materials requiring reduced effort by participating organizations.

This VTTX differs from other tabletop exercises in that it will be conducted using **Video-Teleconference (VTC) technology** (not Adobe Connect® or FaceTime© based), and will provide an opportunity for responders across the Nation to simultaneously participate in a hazard-specific facilitated discussion. This format will allow the common delivery of exercise materials, scenarios, modules, and discussion questions among those participating in the exercise.

Exercise Goals:

This virtual exercise will enable the participants to exercise their knowledge, skills and abilities needed to effectively prevent, protect, and respond to a pandemic influenza event.

1. Prepare participants' agencies to implement plans for a pandemic response.
2. Enable participants to better coordinate their response operations with counterparts from local governments, other State governments, Federal agencies, tribal, private sector organizations, and non-governmental agencies.
3. Provide a virtual, experiential education environment to exercise and enhance pandemic preparation and response actions.

Target Audience:

Previous exercises have proven the need for a specific set of key participants in order to achieve exercise objectives. ***It is STRONGLY RECOMMENDED*** that VTTX participating organizations include all of the following

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disciplines: Emergency Management; Public Health; Public Safety; Emergency Medical Services, Hospitals, Communications and other government or private sector personnel involved in response to a pandemic incident, as appropriate.

Exercise Design:

This VTTX is designed to engage the participants in a no fault hazard-specific exercise discussion. Facilitation will occur via VTC from the EMI campus and will be complimented by a dedicated local agency facilitator at each VTC site.

The VTTX will be supported by an Exercise and Coordination Facilitation Guide, which will include all required logistical information (room layout, connection instructions, etc.), as well as facilitation and hot wash instructions.

The VTTX will consist of:

- Three discussion modules
- Local discussion with guided questions facilitated by an on-site facilitator
- Brief-outs from each participating location after each module

To Apply:

Locations interested in participating in the VTTX series should submit an email request to participate in the exercise to [Doug Kahn](mailto:douglas.kahn@fema.dhs.gov), phone (301) 447-7645, with preferred date of participation. This link can also be accessed at the following email address: douglas.kahn@fema.dhs.gov. Your email is your program application. When applying, please provide a central point of contact from your organization to work all VTTX issues. Each location will receive a notice from EMI and will be provided with relevant logistical information and exercise materials to set up and facilitate the exercise locally.

The FEMA Form 119-25-2 is not required to be submitted until the VTTX is completed. With your request, cc in your email the [Integrated Emergency Management Branch](#) or call 301-447-1381 email: fema-emi-iemb@fema.dhs.gov

Participation Requirements:

The VTTX will be limited to approximately 10-15 locations per broadcast. Participating locations must have an appropriate site equipped with VTC capability (this is not an Adobe Connect® session) that can access the Federal Emergency Management Agency (FEMA) VTC site (connection information will be provided by EMI). Participating locations will be responsible for local exercise logistics, and should designate an exercise coordinator to implement the logistical requirements for the exercise. In addition, the location must provide a person capable of facilitating the on-site portion of the exercise. Electronic copies of the related exercise materials (Exercise and Coordination Facilitation Guide, Situation Manual, agenda, etc.) will be provided in advance by EMI.

How do I obtain my FEMA SID number?

1. To register, go to [Student Identification System](#). This link can also be accessed at the following address: <https://cdp.dhs.gov/femasid>
2. Click on the "Register for a FEMA SID" button on screen.
3. Follow the instructions and provide the necessary information to create your account.
4. You will receive an email with your SID number. You should save this number in a secure location.

VTTX Program Information:

For a complete listing of all the FY19 VTTX dates and scenarios, please check our homepage at [Emergency Management Institute \(EMI\) Virtual Tabletop Exercise \(VTTX\)](#). This link can also be accessed at the following address: <http://www.training.fema.gov/programs/emivtx.aspx>

EMI Point of Contact:

For additional information contact the course manager, Douglas Kahn, at (301) 447-7645 or by email at douglas.kahn@fema.dhs.gov.

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