

**SITUATION STATUS REPORT, RESOURCE REQUEST, ASSISTANCE CAPACITY**

<b>Situation Status (SitStat) Reports</b>	<b>Resource Requests</b>
<p>Sharing your facility's situational information as soon as possible and throughout an incident is important to help develop a common operating picture.</p> <p>The Medical Health Operational Area Coordinator (MHOAC) is the <b>point of contact for information related to the health and medical impact of an unusual event or emergency</b>. It is important that affected healthcare facilities complete a Situation Status Report and submit it to the MHOAC. The MHOAC will incorporate your situation status into a more comprehensive situation report to share with the Region and the State.</p> <hr/> <p><u>Report and submit a SitStat every <b>two hours</b>, unless otherwise noted by MHOAC.</u></p>	<p>During an emergency, healthcare facilities may need, or be able to share, medical and health resources (e.g., medical equipment and supplies, medical transportation, or health care personnel/volunteers).</p> <p>The MHOAC is the <b>ordering point</b> for medical and health resources that cannot be obtained through the usual channels.</p> <p><b>Prior to requesting resources, healthcare facilities should be prepared to address/confirm the following:</b></p> <ol style="list-style-type: none"><li>1) Is the resource need immediate and significant?</li><li>2) Has the supply of the requested resource been exhausted or is exhaustion imminent?</li><li>3) Is the resource or an acceptable alternative available from the internal and/or corporate supply chain, and/or other commercial vendors?</li><li>4) Have relevant payment /reimbursement issues been addressed?</li></ol> <hr/> <p><b>Resource Allocation Process:</b> If the resource being requested is in limited supply, the MHOAC may convene a meeting (teleconference, video conference, or in-person) to determine resource allocation based on urgency and facility type.</p>
<p><b>Assistance Capacity Reports</b></p> <p>The purpose of reporting Assistance Capacity is to identify which, if any, <b>health care facilities are able to provide surge relief in the event that hospitals are stressed by a surge of high acuity patients due to a unanticipated event</b>. Healthcare facilities may assist with decompression by providing care to patients whose healthcare needs are less acute.</p> <hr/> <p><u>When requested, complete and return Assistance Capacity form to the MHOAC.</u></p>	

**Forms are available at:**  
santacruzcounty.org/CHAMPS

*\* Use Adobe Acrobat to fill out the forms. Other programs may not save data or support the Email Now function that is located on each form.\**

**E-mail or Fax:**  
E-mail: Hsadoc@santacruzcounty.us or Fax: (831) 454-5068

*Upon receipt of your request and/or report, the DOC will send you a confirmation. If you do not receive confirmation within 15 minutes, please call DOC at (831) 454-4444.*

