County of Santa Cruz Health Services Agency – Public Health Division
Hospital Preparedness Program

Instructions for Situation Status Reporting and Resource Requesting

1. Medical and Health **Situation Reporting**

Sharing appropriate situational information as soon as possible and throughout an incident is important to develop a common operating picture. A common operating picture supports decision-making and reduces the frequency of information-seeking inquiries. The Medical Health Operational Area Coordinator (MHOAC) Program is the point of contact for information related to the health and medical impact of an unusual event or emergency. It is important that affected healthcare facilities complete a Situation Status report and submit it to the MHOAC Program. The MHOAC will incorporate your situation status into a more comprehensive situation report to share with the Region and the State.

The Current Situation Status Form (PH DOC 01) is available at:
http://www.santacruzhealth.org/hepc/

2. Medical and Health **Resource Requests**

During an emergency, healthcare facilities may require medical and health resources, e.g., medical equipment and supplies, medical transportation, or health care personnel. The resource ordering point for medical and health resources is the Medical Health Operational Area Coordinator (MHOAC) Program.
(Contact information for MHOAC program available in Emergency Notification Instructions Booklet)

Prior to requesting resources, healthcare facilities should be prepared to address/confirm the following:

☐ Is the resource need immediate and significant (or anticipated to be so)?
☐ Has the supply of the requested resource been exhausted or is exhaustion imminent?
☐ Is the resource or an acceptable alternative available from:
  • The internal, corporate supply chain?
  • Other commercial vendors?
☐ Have any relevant payment /reimbursement issues been addressed?

Health care facility should complete most current Resource Request Form (PH DOC 02), available at: http://www.santacruzhealth.org/hepc/

Note: Resource Request should be accompanied by or preceded by a Situation Status Report.

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