

INTRO

INTRODUCTION TO THE TOOL

The Health Sector Self-Assessment Tool for Disaster Risk Reduction (the Tool) aims to help health sector managers and health disaster coordinators (HDC) determine the status of key aspects of disaster risk management (DRM) in their country (notably mitigation and preparedness). Its purpose is to assist health disaster coordinators arrive at a comprehensive assessment of disaster mitigation and preparedness of the health sector. Once completed and adjusted to national particularities, it could provide a baseline against which to monitor progress in the implementation of a disaster risk reduction or disaster risk management program, if conducted as part of an annual review process.

The Tool has been developed upon the fundamental premise that countries' limited resources to deliver their national health programmes (or set of initiatives) could be degraded because of disasters, at a time when demand for them is at a peak. Therefore the aim of a health sector disaster risk management program is threefold:

1. Reduce the vulnerability of the health sector to the impact of disasters (Mitigation);
2. Be prepared to support the national response to any disasters in matters relating to health (Preparedness); and,
3. Be prepared to lead the national response to health disaster, e.g. a pandemic (Preparedness).

Another key premise is that in matters of disaster risk management, the health sector does not operate in a vacuum but rather as part of the national disaster risk management system. The health sector both contributes to and is dependent upon the national system.

Tool Development

The Tool was informed by the Pan American Health Organization's (PAHO/WHO) 2008-2012 Strategic Plan, Working Group discussions from the 2008 Health Disaster Coordinators Meeting, deliberations from a small working group comprising health disaster coordinators and other key stakeholders, as well as the PAHO/WHO Disaster Preparedness and Mitigation

in the Health Sector in the Americas 2006 survey instrument. It was further refined taking into account provisions and guidelines included in the following publications:

- Natural Disasters: Protecting the Public Health (PAHO Scientific Publication No. 575, 2000)
- Principles of Disaster Mitigation in Health Facilities (PAHO 2000)
- Guidelines for Assessing Disaster Preparedness in the Health Sector (PAHO, Emergency Preparedness Program 1995)
- Living with Risk: A Global Review of Disaster Reduction Initiatives (UNISDR 2004)

Constructing the Tool

The construct of the Tool is based on first determining the components of mitigation and preparedness from a health sector perspective, their key elements and sub-elements. The sub-elements lead to a selection of both quantitative and qualitative indicators, which provide a reasonably comprehensive description of the state or level of the various aspects of mitigation and preparedness in the health sector. In turn, the data needed for the indicators generated the set of questions, which comprise the Health Sector Self-Assessment Tool for Disaster Risk Reduction.

The components of mitigation and their key elements of relevance to the health sector are:

- Risk Identification: with the key elements of hazard, vulnerability and risk assessments. These assessments are specific to the health sector as a whole and to individual health facilities as opposed to national overall assessments conducted by the National Disaster Offices (NDO). Of course, the health sector assessments rely in great part on information and knowledge generated by the latter.
- Non-structural Mitigation Activities: with land-use planning and building codes as key elements. The sub-elements of each are the national standards and their application within the health sector.

- **Structural Mitigation Activities:** new and old facilities are the key elements. The sub-elements are the planning processes leading to the construction of new health sector facilities as well as retrofitting activities.

The components of Preparedness and their key elements of relevance to the health sector are:

- **Disaster Risk Management Governance:** the key elements are the legislative, policy and structural/systemic frameworks that govern disaster risk management in the health sector.
- **Health Sector Disaster Risk Management Planning:** the planning framework, health sector national level plans and health sector institution/facility level plans are the key elements.
- **Health Sector Disaster Risk Management Resources:** this component focuses on resources available to deliver the health sector disaster risk management programme as opposed to the overarching health sector programme. Its key elements are material and human resources.
- **Health Sector Disaster Risk Management Public Awareness:** Pre-event disaster risk management related health public awareness and post-event disaster risk management related health public information are the two key elements of this component.

Table 1 shows the outline of the Tool

Completing the Tool

During the self-assessment, the health disaster coordinator along with other health sector stakeholders, including private sector representatives and the national disaster coordinator collectively completes the Tool in a working group. To enhance effectiveness, PAHO/WHO recommends involvement of an external facilitator, to orient and coordinate the working group.

The Tool requires objective and frank responses, and is in general limited to information and data – quantitative and qualitative – available to or generated by the health sector. Thus, it is an internal health sector tool that can be used to determine priorities for a national health sector disaster risk reduction or disaster risk management programme (or set of initiatives) and,

if used regularly, as a monitoring tool for measuring changes over time.

The Tool can also be used to conduct an external evaluation by incorporating objective verification in the information/data collection process.

Outline of the Health Sector Self Assessment Tool for DRR

Table 1 shows the outline of the Tool. It presents for each of the areas of preparedness and mitigation, the link with their components, key elements, sub-elements, and related indicators. A mapping of these to the questions in the Tool is also depicted.

TABLE1: OUTLINE OF THE HEALTH SECTOR SELF-ASSESSMENT TOOL FOR DISASTER RISK REDUCTION

1. Mitigation				
Components	Key Elements	Sub-elements	Indicators	Questions ¹
1.1 Risk Identification	1.1.1 Hazard Assessment	Hazard Knowledge	<ul style="list-style-type: none"> • Availability, adequacy and usefulness of hazard information. 	<ul style="list-style-type: none"> • 1
	1.1.2 Vulnerability Assessment	Health Sector National (macro)	<ul style="list-style-type: none"> • Availability of a national vulnerability assessment. 	<ul style="list-style-type: none"> • 3.a-b
		Health Sector Facilities (micro)	<ul style="list-style-type: none"> • Evidence that health sector vulnerability assessment is based on and considers priority hazards, and considers all health sector stakeholders, facilities, services, resources and systems. • Evidence of health sector critical infrastructure catalogued and mapped. • Number, types and location of health sector facilities. • Evidence that health sector vulnerability assessment considers community vulnerability. 	<ul style="list-style-type: none"> • 3.c-h • 3.j • 2 & 4 • 3.i
	1.1.3 Risk Assessment	Health Sector National (macro)	<ul style="list-style-type: none"> • Existence of a national risk assessment. • Existence of a health sector-wide risk assessment. 	<ul style="list-style-type: none"> • 5.a-b
		Health Sector Facilities (micro)	<ul style="list-style-type: none"> • Evidence that a health sector-wide risk assessment is based on and considers priority hazards, and considers all health sector components, facilities, services, resources and systems. • Evidence of a Hazard Risk Vulnerability Assessment (HRVA) methodology/tool for health sector facilities. • #/% of health sector facilities having conducted an HRVA. 	<ul style="list-style-type: none"> • 5.c-g • 6.a • 6.a-c
	1.2 Soft Mitigation	1.2.1 Land-use Planning	National Standards	<ul style="list-style-type: none"> • Level at which land-use planning takes place
Application in Health Sector			<ul style="list-style-type: none"> • Participation of health sector in land use planning. • Evidence of land use regulations enforcement in health sector facility locations. 	<ul style="list-style-type: none"> • 7.c • 7.d

¹ This column connects each indicator to the relevant question(s) in the Tool.

1. Mitigation				
Components	Key Elements	Sub-elements	Indicators	Questions¹
1.2 Soft Mitigation	1.2.2 Building Codes	National Standards	<ul style="list-style-type: none"> Evidence of national building codes and regulations. 	<ul style="list-style-type: none"> 8.a
		Application in Health Sector	<ul style="list-style-type: none"> Evidence of provisions for health sector facilities in the building codes. Participation of health sector in development of the building codes and regulations. Evidence of enforcement of building code regulations. #/% of health sector facilities conforming to building codes. 	<ul style="list-style-type: none"> 8.b 8.c 8.d 8.e & 9
1.3 Hard Mitigation	1.3.1 New Facilities	Planning Process	<ul style="list-style-type: none"> # of planned new health sector facilities and stage of planning. Evidence that planning process adheres to land use plans, HRVAs, building codes, and includes check consultants. 	<ul style="list-style-type: none"> 10
		1.3.2 Old Facilities	Retrofitting	<ul style="list-style-type: none"> Evidence of a policy, programme and planning process to make older health sector facilities more resilient.
	Safe Hospital Initiative		<ul style="list-style-type: none"> Comprehensiveness of resiliency improvement programme. Level of participation of health sector facilities in the resiliency improvement programme. Existence of funding for evaluating structural and non-structural vulnerability of health sector facilities and for retrofitting. Level of health sector facilities' yearly investment (in %) of replacement. # and type of facilities identified for safety/resiliency improvements. Evidence of and level of implementation of Safe Hospital Initiative. 	<ul style="list-style-type: none"> 11 12.a-b 13 14 12.c & 14 13 & 14

¹ This column connects each indicator to the relevant question(s) in the Tool.

2. Preparedness				
Components	Key Elements	Sub-elements	Indicators	Questions ¹
2.1 DRM Governance	2.1.1 Legal Framework	National DRM Legislation Mandating Responsibilities	<ul style="list-style-type: none"> Existence of national disaster legislation that has health sector related provisions and mandates the Ministry of Health (MoH) with responsibilities, and establishes a disaster risk management system and committee. 	<ul style="list-style-type: none"> 15.a-c
		Health Sector Legislation Mandating DRM Responsibilities	<ul style="list-style-type: none"> Existence of health legislation that is congruent with disaster legislation, contains disaster risk management provisions, and provides the MoH with sufficient authority/power to lead the health sector in disaster risk management. 	<ul style="list-style-type: none"> 16.a-d
	2.1.2 Policy Framework	National DRM Policy	<ul style="list-style-type: none"> Existence of national disaster management policy that is congruent with disaster legislation, has health sector related provisions (including their representation on the Disaster Management Committee (DMC)) and provides the Minister of Health with sufficient authority/power to lead the health sector in disaster risk management. Existence of Health policy with health sector related provisions. Comprehensiveness of disaster risk management areas covered in the health sector policy or by separate policies related to health sector disaster risk management (such as policies on mass casualties, shelter health management, safe hospitals, Business Continuity Plans (BCPs), identification/handling of bodies, etc). 	<ul style="list-style-type: none"> 17.a-e & 18.a-d
		Health Sector DRM Policy		<ul style="list-style-type: none"> 19.a 19.a-o
2.1.3 Structural/Systemic Framework	Inter-sector Structure/System	<ul style="list-style-type: none"> Existence of a national DMC that includes the health sector and where responsibilities are clearly defined. Participation in, level of functionality of the DMC and level of frequency of meetings. Existence of an HDC. Adequacy of funding provided for HDC. Existence of a Health Sector Disaster Management Committee (sub-committee of the DMC) with clearly defined responsibilities. Participation in, level of functionality of the Health Sector DMC and level of frequency of DMC meetings. Comprehensiveness of functions covered by the Health Sector DMC (including coordination of response). 	<ul style="list-style-type: none"> 20.a-c & 21.a 	
	Intra-Sector Structure/System		<ul style="list-style-type: none"> 20.b & 21.b & 22 23.d 23.f 23.a-c & f 24 23.b-c & 25 	

¹ This column connects each indicator to the relevant question(s) in the Tool.

2. Preparedness				
Components	Key Elements	Sub-elements	Indicators	Questions ¹
2.2 Health Sector DRM Planning	2.2.1 Planning Framework	General Health Sector Planning Regime	<ul style="list-style-type: none"> • Status of the national health disaster plan • Participation of health sector in development of national health disaster plan • Evidence that national health disaster plan has been coordinated with and endorsed by the NDO and DMC, subject to exercises/ tests/ simulations, and modified based on lessons learned. • Status of the National Influenza/Pandemic Preparedness Plan. • Evidence that National Influenza/Pandemic Preparedness Plan has been coordinated with and endorsed by PAHO/WHO, NDO and DMC, subject to exercises/tests/ simulations, and modified based on lessons learned. • Status of health annexes (or support plans) to other hazard specific national disaster plans. • Status of model health institution disaster plan • Status of model health institution BCP. 	<ul style="list-style-type: none"> • 26.a • 27.a • 27.b-h • 26.b • 28 • 26.c • 26.d • 26.e
	2.2.2 Health Sector National Level Plans	Health Support Plan to the National Disaster Plan	<ul style="list-style-type: none"> • Evidence that national health disaster plan is based on national hazard and health sector risk assessments, involves all health sector (including private sector/NGOs), addresses foreign medical personnel, treatment of casualties, identification/handling of bodies, disease control, basic sanitation, shelters/ temporary settlements, designates a location and details standard operating procedures (SOPs) for Health DMC and addresses resources for the DMC. • Number and types of exercises/simulations conducted for the national health disaster plan 	<ul style="list-style-type: none"> • 29.a-d • 30.a-b
		Health Disaster Plan (pandemic)	<ul style="list-style-type: none"> • Evidence that National Pandemic Preparedness Plan (NPPP) is based on WHO guidance, involves all health sector (including private sector/NGOs), addresses foreign medical personnel, treatment of casualties, identification/handling of bodies, disease control, basic sanitation, shelters/ temporary settlements, designates a location and details SOPs for NPPP committee, addresses resources for the NPPP committee and contains a public awareness component. • # and types of exercises/simulations conducted for the National Pandemic Preparedness Plan. 	<ul style="list-style-type: none"> • 31.a-l • 32.a&b

¹ This column connects each indicator to the relevant question(s) in the Tool.

2. Preparedness				
Components	Key Elements	Sub-elements	Indicators	Questions ¹
2.2 Health Sector DRM Planning	2.2.3 Health Sector Institution / Facility Level Plans	Health Institution/ Facility Emergency Plans	<ul style="list-style-type: none"> • Status of model health sector institution/ facility emergency plan. • #/% of health sector facilitates (by type) that have an emergency plan. • #/% that exercised their plan in the last year. 	<ul style="list-style-type: none"> • 33 • 33 • 33
		Health Institution/ Facility Business Continuity Plans	<ul style="list-style-type: none"> • Status of model health sector institution/ facility BCP. • #/% of health sector facilitates (by type) that have a BCP. • #/% which exercised their plan in the last year. 	<ul style="list-style-type: none"> • 34 • 34 • 34
2.3 Health Sector DRM Resources (The focus is not on resources available to deliver the health sector program. Rather it is on additional specialized resources to deliver the disaster risk management program).	2.3.1 Material Resources	Health Sector Facilities	<ul style="list-style-type: none"> • #/% of health sector facilities with emergency power and water supplies. • #/% of health sector facilities with patient surge capacity. • #/% of health sector facilities with established pandemic protocols. 	<ul style="list-style-type: none"> • 35.b, d & e • 35.a • 35.c
		Ambulances	<ul style="list-style-type: none"> • Availability of ambulance surge capacity 	<ul style="list-style-type: none"> • 36.a
		Logistical Resources	<ul style="list-style-type: none"> • Existence and evidence of central control of medical supplies stockpiles. • Existence of mechanism/system for redistribution of supplies. • Existence of mechanism/system for rapid resource mobilization post-event. • Existence of a resilient communication system and evidence of access to it by health sector stakeholders. 	<ul style="list-style-type: none"> • 36.b-c • 36.d • 36.e • 36.f
	2.3.2 Human Resources	DRM Specialists	<ul style="list-style-type: none"> • # and type of MoH personnel with capacity and responsibility to manage health sector disaster risk management. • Adequacy of human resources for health sector disaster risk management. • Existence of a MoH HDC and evidence of support and budget to implement health sector disaster risk management program (or equivalent). • Existence of a funded health sector disaster risk management program and level of implementation. • Evidence, size, budget and composition of health sector disaster risk management office/unit. 	<ul style="list-style-type: none"> • 37 & 38 • 37 & 39 • 37.a-c • 37.c • 37.b-c & 38
		DRM Training	<ul style="list-style-type: none"> • # and type of health sector disaster risk management related courses conducted in the past year. • # and type of persons attending the courses in the past year. • Evidence that disaster risk management is included in the training curricula for health sectors practitioners and in the education curricula for health sector professionals. 	<ul style="list-style-type: none"> • 40.a-i • 40.a-i • 41.a-b

¹ This column connects each indicator to the relevant question(s) in the Tool.

2. Preparedness				
Components	Key Elements	Sub-elements	Indicators	Questions¹
<i>2.4 Health Sector DRM Public Awareness</i>	2.4.1 Pre-event DRM- related Health Public Awareness	Disaster Health Preparedness Information	<ul style="list-style-type: none"> • Evidence of health disaster risk management information disseminated to the public. • Evidence, # and type of mass media means utilized. • # of materials produced and disseminated. • Evidence that the level of health disaster risk management awareness of the general public is being measured by the MoH. • Accessibility and availability of information to different ethnic/cultural groups in relevant languages. • Evidence that gender and vulnerable groups are adequately addressed in public information materials. 	<ul style="list-style-type: none"> • 42.a • 42.b-e. • 43 • 42.j-k • 42.g • 42.h-i
		Pandemic Advisory/ Information	<ul style="list-style-type: none"> • Evidence of compliance with current WHO pandemic guidelines. 	<ul style="list-style-type: none"> • 42.f
	2.4.2 Post-event DRM- related Health Public Information	Disaster Health Advisories	<ul style="list-style-type: none"> • Evidence of protocols for control/coordination of health-related public information. • Evidence of availability of health information for dissemination in shelters. • Accessibility and availability of information to different ethnic/cultural groups in relevant languages. • Evidence that gender and vulnerable groups are adequately addressed in public information materials. 	<ul style="list-style-type: none"> • 44.a • 44.b • 44.c • 44.d-e

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