

November 12, 2019

To Whom It May Concern:

This letter is meant to assist CMS Surveyors, Facility Staff and Leadership as well as local and state emergency professionals in the review of documentation supporting this facility's participation in the Healthcare Exercise Series developed by the Near Southwest Preparedness Alliance.

Enclosed, you will find the following documents demonstrating the successful participation of this facility in both the tabletop and community-based, full-scale exercise as well as other supporting documentation as outlined below:

1. **Tabletop Exercise SITMAN**
2. **Tabletop Exercise After Action Report:** Contains facility-specific lessons learned and improvement plans.
3. **Tabletop Exercise List of Participating Agencies**
4. **Full-Scale Exercise Plan**
5. **Full-Scale Exercise Event Log:** Demonstrates facility capability to execute the operations components of the exercise.
6. **Full-Scale Exercise After Action Report:** Contains facility-specific lessons learned and improvement plans.
7. **Full-Scale Exercise List of Participating Agencies**
8. **Analysis of CMS Exercise Requirements and NSPA Exercise Details:** A thorough explanation of how this exercise satisfies all aspects of the CMS Interpretive Guidance as it relates to the community-based, full-scale exercise.

You are encouraged to review the enclosed documents as they have been compiled by this facility to ensure the standard for the CMS Exercise Requirement has been met.

Any questions regarding the nature of the exercises that are not answered by these documents may be addressed to Near Southwest Preparedness Alliance staff.

The Near Southwest Preparedness Alliance is the VDH designated healthcare coalition in the Near Southwest Region of Virginia. More information is located at www.nspa1.org.

Regards,

Robert Hawkins
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Near Southwest Preparedness Alliance