



# Instructions:

## PPN Tabletop Exercise Kit

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### Introduction

In response to the growing need for specialized pediatric care during chemical, biological, radiological, nuclear, and explosive (CBRNE) emergencies, we have developed this comprehensive discussion-based tabletop exercise. This kit focuses on enhancing preparedness and response strategies specifically tailored for pediatric considerations in such scenarios.

Consistent with the Homeland Security Exercise and Evaluation Program (HSEEP), this exercise provides robust planning tips and guidelines to ensure effective exercise play. By leveraging these resources, facilitators can effectively design and conduct exercises that address the unique challenges faced by healthcare providers during pediatric emergencies.

These materials are designed for use in a virtual environment with breakout groups for exercise discussions, but they can also be adapted for in-person settings and large group formats.

For more help with exercise planning, conduct, evaluation and improvement planning, use [HSEEP Resources](#) available from the FEMA Preparedness Toolkit.

### Customize Documents

Situation Manual/Facilitator Guide: Add Host/Facilitator logo(s) in the Header section of the title page, and input information in optional text boxes throughout the following documents:

- Situation Manual/Facilitator Guide
- Exercise Participant Conduct Brief
- Exercise Evaluator Observation Form
- After-Action Report and Improvement Plan template

## Customize Slides

When changing or adding content to the slides, do not remove PPN branding, acknowledgements, and disclosures. Organization specific logos and/or information can be added as needed.

## Optional Video Content

The slides contain recorded presentations from relevant subject matter experts and dramatic video representations of news broadcasts to support the exercise scenario. These videos are now hosted on YouTube and are embedded directly into the PowerPoint slides for seamless playback during the exercise. **Please note that an internet connection is required to view the YouTube videos.** The use of these videos is encouraged to enhance the realism and depth of the scenario, but it is not required.

If removing the scenario videos, we recommend adding a slide containing the scenario found in the Situation Manual or a chemical emergency scenario of your own.

## Distribute Documents

Facilitators and Evaluators:

- Situation Manual/Facilitator Guide
- Host and Facilitator Slides
- Exercise Evaluator Observation Form
- After-Action Report and Improvement Plan template

Players:

- Exercise Participant Conduct Brief
- Exercise Evaluator Observation Form
- After-Action Report and Improvement Plan template

## Please share your feedback!

We would appreciate your thoughts and suggestions on how we can improve this kit for future users. Please complete a short [feedback form](#) after conducting your tabletop exercise using this kit.

## Questions about this kit?

Please contact [chris@epsolutionsaz.com](mailto:chris@epsolutionsaz.com)

Produced by the

## Pediatric Pandemic Network

[pedspandemicnetwork.org](http://pedspandemicnetwork.org)



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