

# Demobilization Plan for Region 2 Assets



## STADARD OPERATING GUIDELINES

-This plan was developed to establish guidelines for the demobilization of Regional Assets after a significant incident or event has impacted the region.

## Region 2 – Asset Demobilization Standard Operating Guideline

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### I. PURPOSE

This standard operating guideline (SOG) addresses the demobilization of Region 2 healthcare Coalition - Regional Assets following an incident or in anticipation of significant regional event.

### II. BACKGROUND

The Region 2 Healthcare Coalition is a group comprised of Regional Hospitals, Public Health Officials, Emergency Managers of City and Counties, and other healthcare entities within IDPH EMS Region 2. The region is comprised of 18 counties and 25 hospitals serving over 1 million persons in population. The Region 2 Healthcare Coalition also maintains Regional Response Assets housed within Regional Hospitals.

### III. SCOPE

This SOG guides the demobilization of Regional Assets in support of:

- A. A catastrophic incident or event involving multiple jurisdictions—especially incidents or events in which regional resource requests are anticipated and/or the activation of a Mutual Aid Agreement (MAA) is likely.
- B. Situational awareness and planning support for a regional response to ensure that all actions are accomplished within the procedures and priorities established

### IV. SITUATION AND ASSUMPTIONS

#### A. Situation

A serious incident or event has occurred that has affected multiple jurisdictions within Region 2.

- 1. Regional resources are needed to facilitate the treatment or transport of patients
- 2. Or, Local Resources are extinguished and Regional Resources are requested to support a healthcare facility in the region.

#### B. Assumptions

- 1. All Regional Assets will be requested by members of the Region 2 Healthcare Coalition
- 2. All Regional Asset Requests will be made to the RHCC or RHCC staff.
- 3. Regional Assets will be requested only after local resources have been extinguished, or in planning of extinguishing local resources during an event or incident.

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4. The RHCC staff will be notified as soon as possible when surplus resources are to be deactivated.
5. Any Regional Resources that are requested and delivered then become the responsibility of the requesting facility or agency.
6. Any Maintenance costs, fuel/consumable costs associated with the use of requested assets are the responsibility of the requesting facility or agency
7. Any consumable resources requested, delivered, and used during an event must be replaced before being returned. Or a documented plan must be developed for the replacement of the consumed good before being returned.
8. Any Regional Assets that are damaged, stolen, or found to be unusable or inoperable upon return will be replaced or associated replacement costs will be paid by the Requesting Agency

**V. ASSET DEMOBILIZATION GUIDELINE**

**A. Demobilization**

The following actions are intended to be general and not comprehensive. Each incident, event, or suggestion to demobilize may vary in nature.

1. Once the facility or agency identifies a surplus in resources or assets. They should contact the RHCC to inform them of future demobilization of requested resources.
2. When considering the demobilization of resources one should consider the following demobilization priorities list:
  - a) Privately Contracted / Rental Equipment
  - b) Federal Assets or Equipment
  - c) State Assets or Equipment
  - d) Regional Assets or Equipment
3. Once the equipment has been demobilized, the requesting facility or agency should clean and check the function of the equipment. The equipment must be placed back into an operable state.
4. All consumables must be replaced or a plan be developed with the RHCC for the replacement of the consumables.
5. If the consumable cannot be replaced by the requesting facility, a plan for reimbursement of the consumables must be developed.
6. A plan must be developed for return of the requested assets back to the Regional Cache (originating location)

**VI. AREAS OF RESPONSIBILITIES**

**A. Requesting Facility or Agency**

1. Must make the request for Regional Assets to the RHCC
2. Is responsible for the use, maintenance, security, and replacement of consumables while using the requested assets
3. Is responsible for cleaning and returning the asset back to delivered state

**B. RHCC**

1. Tracking of the deployed regional Asset to its requested facility or agency
2. Is to coordinate the shipment or delivery of the demobilized equipment back to into the region (originating location)

**VII. COMMUNICATION**

The requesting facility or agency must maintain communication with the RHCC relating the status of the Requested Equipment. Communication regarding the demobilization of the Requested Assets must be done between the Requesting Agency and the RHCC.