

Emergency Preparedness Tracking Document (# Hours)

Name: \_\_\_\_\_ County: \_\_\_\_\_ Year: \_\_\_\_\_

	January	February	March	April	May	June	July	August	September	October	November	December
EPM												
EPEX												
EPP												
EPOSC												

EPM            Emergency Preparedness Meeting: A meeting that is attended for the purpose of CHEART or planning for an EP activity (flu clinic, etc).

EPEX           Emergency Preparedness Exercise: A table top exercise or other EP activity such as a tornado EP drill, etc.

EPP            Emergency Preparedness Preparation: Writing your county pandemic flu plan or other EP Plan, or planning for an EP meeting such as CHEART.

EPOSC        EP Off site Clinic: An off site clinic that will be coded to EP—i.e., the Pandemic Flu Exercises in Stephens, Banks, and Towns, or an immunization clinic (Menactra, flu) that you plan to write up as an EP activity.

***Send to EP Coordinator by the fifth day of the first month of each quarter for the preceding quarter. (e.g., 1/5, 4/5, 7/5, 10/5)***