



## Partner Participation Agreement

With this letter, \_\_\_\_\_  
(company/institution, or federal, state, local or tribal agency)

joins the Kern County Health Care Coalition (KCHCC), a voluntary multidisciplinary, multi-agency body, to partner and collaborate with the Kern County Public Health Services Department. The mission of the KCHCC partners is to coordinate healthcare system preparedness to mitigate all-hazard emergencies through planning, response, and recovery.

The Partner's Role in KCHCC is to:

1. Designate a representative and alternate with defining roles and responsibilities with internal and collaborative disaster medical health planning, training, and execution; with Reddinet access, responsibility, and authorization for the release and request of information; and those with oversight of facility resources.
2. Participate and assist in defining roles and responsibilities for healthcare facilities regarding the top three hazards identified in the Medical Health Hazard Vulnerability Assessments (MHHVAs) and identify gaps in meeting capabilities needed to perform participant roles and responsibilities.
3. Attend and participate in KCHCC meetings and activities, and be prepared to report on their organization's emergency preparedness to include but not limited to trainings, drills, exercises, preparing or updating plans and procedures, providing reports, and incorporation of various communication methods.
4. Participate in all aspects of the Statewide Medical Health Exercise.
5. Participate in appropriate Hospital Preparedness Program (HPP) emergency preparedness trainings and exercises as they are made available.
6. Enroll representatives and alternates in CAHAN.

Kern County Public Health Services Department Emergency Medical Services/Emergency Preparedness Section's Role in KCHCC is to:

1. During a disaster, promote communication, collaboration, and resource sharing among KCHCC members in accordance with the California Public Health and Medical Emergency Operations Manual (CA-EOM).



2. Assume a leadership role in KCHCC by: presiding over KCHCC meetings; creating and distributing meeting announcements and agendas; recording and distributing meeting minutes; and maintaining permanent archives of meeting minutes.
3. Promote outreach to identify new KCHCC partners, including but not limited to public and private medical, health, and skilled nursing service providers; community-based organizations; and governmental bodies, with an interest in the provision of healthcare in Kern County during disasters or other states of emergency.
4. Facilitate training and distribution of equipment resources to KCHCC partners through the Hospital Preparedness Program grant.

KCHCC:

1. The role of KCHCC is to provide recommendations regarding healthcare preparedness for all-hazard emergencies in Kern County. As such, KCHCC is not a policy-making entity.
2. This advisory role does not obligate KCHCC or any member to perform any specific administrative, fiscal, or disciplinary function.
3. KCHCC, in keeping with its purpose, shall not encumber itself with any binding contract or fiduciary role.
4. Neither KCHCC nor its members will directly receive or distribute HPP grant funds.
5. Other than potential loss of eligibility for HPP grant funding, any member of KCHCC can withdraw participation at any time for any reason without prejudice or penalties.

By participating in KCHCC, HPP qualified healthcare entities may be eligible to receive Hospital Preparedness Program grant funding.

Signed By: \_\_\_\_\_  
Authorized Company Representative Signature (CEO, President, etc.)

Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_