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HVAs

The Hazard Vulnerability Analysis (HVA) is an emergency preparedness tool for evaluating the likelihood and estimating the impact of hazardous situations. Results of the analysis are used to guide preparedness efforts for an individual facility, health system, facility group, or coalition. Additionally, HVAs are often used as a compliance measure. Some facilities, such as hospitals, are required to complete HVAs annually to demonstrate compliance with the emergency preparedness regulations for their industry.

Assessment Steps

Accessed through the **Planning** menu, a wizard-like process guides administrators with appropriate permissions through completion of an HVA in three main steps. The process entails:

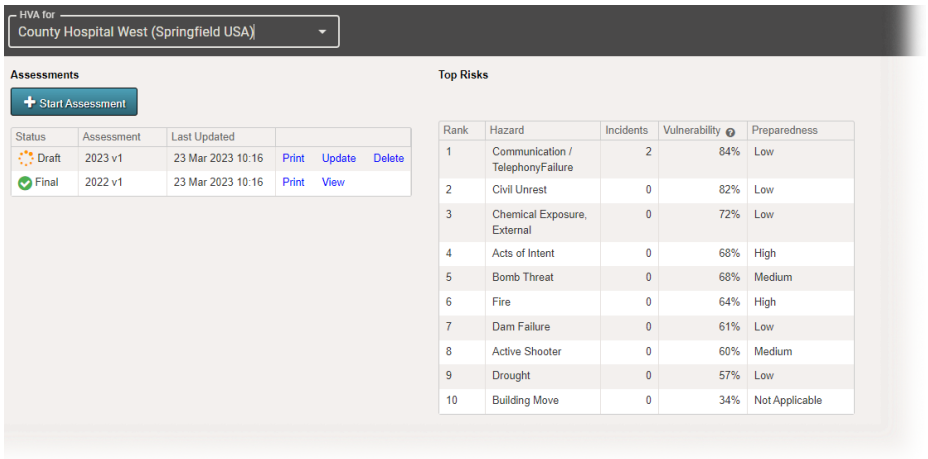
- Associating hazards with actual incidents
- Evaluating the threat of hazards
- Reviewing and finalizing the assessment

By associating hazards with actual incidents, the HVA tool enumerates the occurrence of hazards, and then links this information to incidents and their incident response guides (IRGs). The next step involves assessing the probability and impact of hazards, along with the current level of preparedness. Information from these steps is combined and presented as a ranking of hazards, which should be reviewed prior to finalizing the assessment.

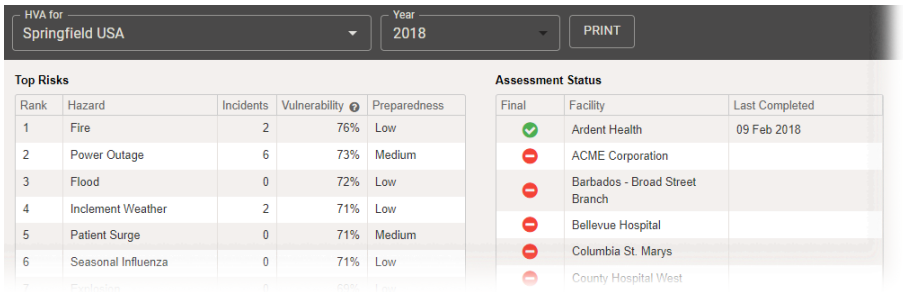
Results

Administrators also access and review HVA results through the **Planning** menu. On the **Hazard Vulnerability Analysis** page, you can see the status and results of assessments, which provides insight into the risks and vulnerabilities of a facility, health system, facility group, or coalition.

When you select an individual facility at the top, information about assessments appears on the left and Top Risks appear on the right. As appropriate, you can **Print**, **View**, **Update**, and/or **Delete** assessments.



When you select a coalition, health system, or facility group at the top, information about Top Risks appears on the left and Assessment Statuses on the right. Click **Print** to generate a report, in Portable Document Format (PDF), that can be downloaded or printed, and then signed and submitted to demonstrate compliance.



Top Risks presents ranked hazards, along with the number of actual incidents that occurred during the assessment period, the vulnerability percentage, and the level of preparedness. As a percentage, vulnerability indicates the comparative significance of a hazard. It is calculated based on answers provided on the *Threat Evaluation* regarding probability, magnitude, and mitigation.

Preparedness, on the other hand, is your response on the *Threat Evaluation* regarding pre-planning for the hazard. For health systems, facility groups, and coalitions, preparedness identifies the responses from all facilities and indicates the percentage of facilities that provided each response.

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Perform an HVA

You can perform a hazard vulnerability analysis (HVA) in eICS to evaluate the likelihood and estimate the impact of hazardous situations. HVAs are commonly used to guide preparedness efforts and demonstrate compliance. For more information, please go to the article HVAs.

To perform an HVA

1. Point to **Planning** and in the list, click **HVA**. The *Hazard Vulnerability Analysis* page opens.
2. If it is not already selected, in the **HVA for** list, click the name of the facility for which you want to perform the HVA.
3. Click **Start Assessment**, or on a draft, click **Update**. The *1 of 3: Incident-Hazard Association* page opens with a list of incidents that occurred that year.
4. For each incident, click **Update**. The *Select Hazards* window opens.
5. Locate and select the checkbox for all hazards that occurred during the incident. For example, a "mass casualty incident" might include several hazards – such as bomb threat, evacuation, explosion, and fire.
6. After selecting all relevant hazards, click **Save**. The window closes.
7. When you have selected the hazards for each incident, click **Next**. The *2 of 3: Threat Evaluation* page opens.
8. For each hazard, click **Update**. The *Threat Evaluation* window opens.
9. Click **N/A**, **High**, **Medium**, or **Low** for these fields.

Field	Description
Probability	Likelihood the hazard will occur. **Note:** If you click N/A (not applicable) for probability, the magnitude and mitigation factors will be hidden since they are no longer relevant.
Human Impact	Likelihood the hazard will cause human injury or death.

Field	Description
Property Impact	Likelihood the hazard will cause property damages or losses.
Business Impact	Likelihood the hazard will cause service interruptions.
Preparedness	Level or amount of pre-planning completed for this specific hazard.
Internal Response	Level of internal resources available for response.
External Response	Level of community or mutual aid resources available for response.

10. At the bottom of the window, click **Save and Continue** or **Save**. The window closes.
11. When you have completed the evaluation for each hazard, click **Next**. The *3 of 3: Review Assessment* page opens with a list of likely hazards that are ranked from the highest to lowest threat by default.

> **Important:** If you foresee any changes, save the assessment as a draft because the finalized HVA cannot be edited. However, if you create a draft, remember that you will need to finalize it.

12. Review the assessment, and click either **Save Draft** or **Finalize**.

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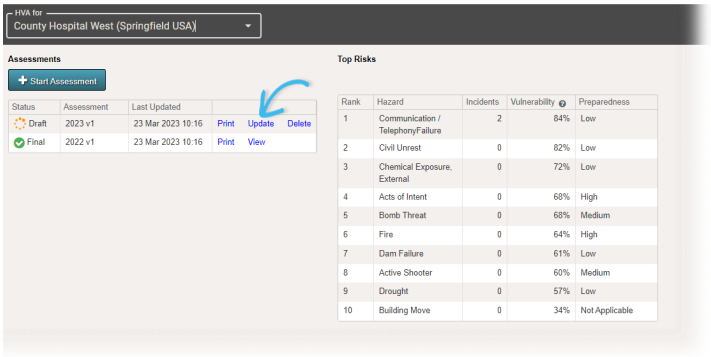
Update an HVA Draft

Administrators can update an HVA draft through the **Planning** menu. On the **Hazard Vulnerability Analysis** page, you can see the status and results of assessments, which provides insight into the risks and vulnerabilities of a facility, health system, facility group, or coalition.

When you select an individual facility at the top, information about assessments appears on the left and Top Risks appear on the right. For more information, please go to the article HVAs.



To update an HVA draft

1. Point to **Planning**, and in the list, click **HVA**. The *Hazard Vulnerability Analysis* page opens.
2. If it is not already selected, in the **HVA for** list, click the name of the facility, health system, facility group, or coalition you want to view.
3. On the left, locate the draft assessment, and click **Update**. The *Hazard Vulnerability Analysis - (facility name) - 1 of 3: Incident-Hazard Association* page opens with a list of incidents that occurred that year.
4. For each incident, click **Update**. The *Select Hazards* window opens.

   Note: If no actual incidents during the assessment period, click **Next**, and continue to step #8.

5. Locate and select the checkbox for all hazards that occurred during the incident. For example, a "mass casualty incident" might include several hazards – such as bomb threat, evacuation, explosion, and fire.
6. After selecting all relevant hazards, click **Save**. The window closes.
7. When you have selected the hazards for each incident, click **Next**. The *2 of 3: Threat Evaluation* page opens.
8. For each hazard, click **Update**. The *Threat Evaluation* window opens.
9. Click **N/A**, **High**, **Medium**, or **Low** for these fields.

Field	Description
Probability	Likelihood the hazard will occur. **Note:** If you click N/A (not applicable) for probability, the magnitude and mitigation factors will be hidden since they are no longer relevant.
Human Impact	Likelihood the hazard will cause human injury or death.
Property Impact	Likelihood the hazard will cause property damages or losses.
Business Impact	Likelihood the hazard will cause service interruptions.
Preparedness	Level or amount of pre-planning completed for this specific hazard.
Internal Response	Level of internal resources available for response.
External Response	Level of community or mutual aid resources available for response.

10. At the bottom of the window, click **Previous, Save and Continue**, or **Save**. The window closes.
11. When you have completed the evaluation for each hazard, click **Next**. The *3 of 3: Review Assessment* page opens with a list of likely hazards that are ranked from the highest to lowest threat by default.

    Important: If you foresee any changes, save the assessment as a draft because the finalized HVA cannot be edited. However, if you create a draft, remember that you will need to finalize it.

12. Review the assessment, and click either **Save Draft** or **Finalize**.

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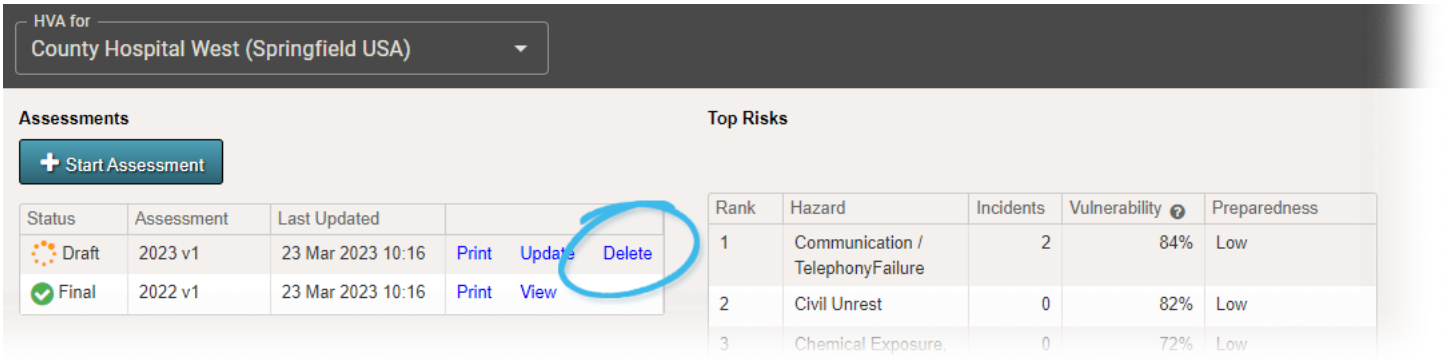
Delete an HVA Draft

As an administrator, you can delete an HVA draft through the **Planning** menu. However, it is important to note that you cannot undo this action. Deleting an assessment will also remove the association from all incidents.



To delete an HVA draft

1. Point to **Planning** and in the list, click **HVA**. The *Hazard Vulnerability Analysis* page opens.
2. If it is not already selected, in the **HVA for** list, click the name of the facility, health system, facility group, or coalition you want to view.
3. On the left, locate the draft assessment, click **Delete**. A window opens asking you to confirm the deletion.
4. Click **Confirm**.

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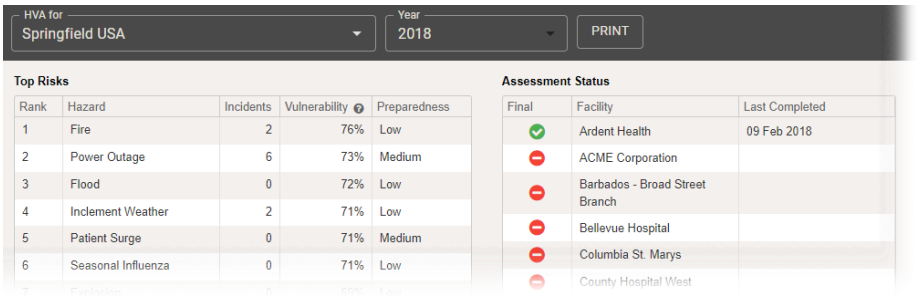
Review and Print an HVA

Facility, health system, facility group, or coalition administrators can access the Hazard Vulnerability Analysis (HVA) page for an overview of assessment statuses and risks. For more information, please go to the article HVAs.



To review and print an HVA

1. Point to **Planning** and in the list, click **HVA**. The *Hazard Vulnerability Analysis* page opens.
2. If it is not already selected, in the **HVA for** list, click the name of the facility, health system, facility group, or coalition you want to view.
3. For health systems, facility groups, and coalitions, in the **Year** list, click the appropriate year. The page opens with assessment statuses and top risks.
4. To generate the HVA report, click **Print**. The report opens in a new browser tab, and you can choose to download or print it.

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