



Forum on Medical and Public Health Preparedness for Catastrophic Events

Institute of Medicine
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Diana C. Dennett
America's Health Insurance Plans



Who Are Our Members?

- AHIP represents over 90% of the health insurers in the USA.
 - Large, Small, National Regional and Local Plans
 - Wide Range of Models of Health Plans
 - Group and Individual Insurance
 - Government Programs, Medicare (25%+), Medicaid and TriCare
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PREPARING THE WAY—
DISASTER READINESS PLANNING
FOR HEALTH INSURANCE PLANS





AHIP's Readiness Activities

- AHIP Educational Programming
 - Network of Our Members Included in Readiness/ Preparedness.
 - CDC Pandemic Multi-stakeholders Exercises
 - Treasury Exercise for Financial Institutes
 - HSCC / Department of Homeland Security
 - Various State Initiatives
 - Other Stakeholders Included IOM
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HEALTH INSURER PANDEMIC INFLUENZA PLANNING CHECKLIST



In the event of an influenza pandemic, national and regional health insurers will have several key responsibilities: protecting their employees' health and safety, providing coverage and related services to their enrollees, and coordinating access to care through the provider community. Pandemic influenza planning is critical and will help limit the negative impact on our economy and society. To assist health insurers in their efforts, the Department of Health and Human Services (HHS) and the Centers for Disease Control and Prevention (CDC) have developed the following checklist. It identifies important, targeted activities health insurers can do now to prepare for a pandemic. This checklist is organized according to business-related, employee-related, and communications-related activities. Please consider incorporating these pandemic-specific elements into your current all-hazards business continuity plan. Please access <http://www.pandemicflu.gov/> for additional information, including planning assumptions and tools and guidelines for health-care planning.

1 Plan for the impact of an influenza pandemic on your business.

Completed	In Progress	Not Started	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Within the scope of your business continuity-of-operations plan: <ul style="list-style-type: none"> <input type="checkbox"/> Identify a pandemic coordinator or team; <input type="checkbox"/> Develop a written pandemic preparedness plan that incorporates elements of this checklist; <input type="checkbox"/> Ask your employees and enrollees for their input.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identify employees and resources (e.g., suppliers, subcontractors, products, and logistics) that are critical for business continuity and financial operations for each location and functional area in the event of a pandemic.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Forecast and develop contingency plans for employee absences due to illness of personnel and/or their family members, or community-wide containment measures such as taking care of children during school closures. Assess standby capacity (staff and facilities) for sustaining key operations. Consider: <ul style="list-style-type: none"> <input type="checkbox"/> Cross-training current employees and sharing key business knowledge; <input type="checkbox"/> Establishing flexible work settings and schedules (e.g., telecommuting and staggered shifts). <input type="checkbox"/> Preparing retirees to backfill essential roles; <input type="checkbox"/> Contracting with temporary staffing agencies.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Develop and plan for scenarios during a pandemic that are likely to result in an increase in demand for or disruption in business operations such as call centers, case management, open-enrollment season, requests for proposals, and contract renewals.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Determine potential impact of a pandemic on company revenue base or reserves using multiple scenarios that affect different product lines and/or sites of operation, both domestic and international.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Analyze impact of a pandemic on your supply chain (goods, supplies and services). Evaluate mission-critical pandemic preparedness of third-party suppliers and require them to improve plans if necessary. Develop alternate vendors and approaches and plan accordingly. Consider increasing inventories of mission-critical resources to reduce the impact of supply chain disruptions.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Evaluate vulnerability of computer, communications, and other information technology systems to increased use during a pandemic and plan for potential disruptions or shut-downs.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Plan for impact of pandemic on domestic and international business travel.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Assign specific persons to monitor up-to-date, reliable pandemic information from www.pandemicflu.gov , community public health, emergency management, and other sources.