

# ASPR Grant Expenditure Request

## Grant Year BP4

Requesting Agency/Organization: Fort Sanders Regional, Roane, Claiborne, LeConte, Fort Loudoun, Methodist, Morristown & Parkwest / Peninsula Medical Centers

Item Details: Emergency Preparedness Guides with the spiral top, 14 plastic waterfall inserts, and a hangar flap on the back. Includes printing, preparation, and inserting the pages. The Covenant Health Hospitals are requesting 620 guides @ \$11.88 each to total = **\$7365.60**. Vendor / Supplier: David Haun at Universal Promotions. Covenant Health Marketing can provide further detail if needed.

Date Request to RHC: 8-31-15 Date Presented to HCC: 9-8-15 HCC Voting Results:	Contact Person for this purchase: Paul Parsons Title: Safety / Emergency Mgmt Email: <a href="mailto:pparsons@covhlth.com">pparsons@covhlth.com</a> Phone: 865-373-1800
	Shipping Address (if applicable): Parkwest Medical Center Att: Paul Parsons 9352 Park West Blvd Knoxville TN, 37923

***\*You will need to reference the KET Regional HVA and Gap Analysis to fill in this form\****

Item(s) to be Purchased:	Yes	No	Reference/Notes
Please check appropriate category below for this purchase:			
Surge Capacity			
Training	✓		
Other			
Is this purchase supported by the Regional HVA?	✓		Date of HVA: August 2014
Is this purchase supported by lessons learned or best practices from events/exercises?	✓		Explain: Training aide to assist staff when needing a quick reference how to respond to activations of the facility Emergency Operations Plan
Is there supporting documentation? (AAR, Improvement Plan?)	✓		Attached
<b>Does the purchase fall within an identified area noted on the KET Coalition Gap Analysis? Y or N</b>			
<b>YES</b>			
		<b>Deliverable(s) TO BE FILLED OUT BY RHC</b>	
1. Healthcare System Preparedness			
2. Healthcare System Recovery			
3. Emergency Operations Coordination			
5. Fatality Management			
6. Information Sharing			
10. Medical Surge			
14. Responder Safety and Health			
15. Volunteer Management			

- *Please send a copy of this to your RHC and you will be given a date to present to KET Coalition meeting. **To be on the agenda, please submit at least 1 week before the next scheduled meeting.***
- *Attach sheet with details of purchase (vendor, vendor contact information for payment, cost(quote), etc.)*
- *Keep in mind, purchases for routine organization operations or to meet joint commission requirements are not an allowable expense.*