**Annex 1.10**

**ECDC** Simulation Exercise Vector

**Evaluation Plan**



**Introduction**

The evaluation process is an integral part of any exercise and needs to be tailored to the objectives, the audience and the style of exercise to maximize the collection of useful data and outputs to help inform the exercise report. Included in an exercise report are recommendations for future action which need, by their very nature if considered robust, to be evidence based. The only opportunity to capture this evidence is during the exercise itself, whether this be in the form of verbal or written feedback. It is therefore important to have an evaluation plan to maximize the opportunity to capture the information.

**Aim of the Exercise**

To exercise the public health emergency preparedness of the participating countries to a major outbreak of mosquito-borne viral disease, of both national and international dimensions.

**Exercise Objectives**

The objectives of the exercise are:

* In-country emergency recognition and management: detect and risk assess the situation, activate emergency organisation and plans, manage and monitor the emergency;
* Inter-sectoral collaboration: work effectively between the health and key related sectors, to assess the risks and manage the emergency;
* International collaboration: interact effectively with contiguous and other countries in the wider region, and international authorities, to assess, manage, communicate and work collaboratively to address, mitigate and resolve the international emergency;
* Risk communication: to communicate effectively regarding the health risks, between stakeholders, professionals and the public.
* Review and evaluation: for each country to reflect on potential lessons from the exercise relating to their present state of preparedness for public health emergencies, involving mosquito borne viral diseases in particular, and for communicable disease events more generally.

**Methodology**

* During the exercise, delegates will work together by country responding to the injects which contain a scenario and associated questions. For each inject every country should then discuss their findings with other countries on their table and identify 3 key points. A spokesperson on each table will feed back in plenary after every inject. Notes of this feedback will be taken and feedback sheets will also be collected at the end of the session to provide written support to the verbal feedback. This approach is effectively the equivalent of having a “hot debrief”after each session.
* On day 2 in the morning delegates will be asked at country level to complete a situation report. A feedback session will seek to draw out key points from this situation report to compare eg measures, key comms messages, advice, outstanding issues The written situation reports will also be collected to provide additional supporting material to the verbal feedback. The facilitator of this session will seek to draw out additional issues to those identified in day 1 rather than cover similar ground. This will be agreed with ECDC following the conclusion of day1.
* On day 2 pm there will be a reflective session where countries will be invited on an individual basis to complete feedback forms highlighting keys issue on the broader preparedness agenda that this exercise has highlighted for them in terms of
  + In-country emergency recognition and management
  + Inter-sectoral collaboration
  + International collaboration
  + Risk communication

Countries will be invited to feedback one key issue in plenary (although not all countries will have the opportunity to feedback all their key issues under all 4 headings). Written feedback will also be collected to support the verbal feedback.

* Individual delegate feedback will be collected on a delegate feedback form which will completed at the end of the exercise

**Reporting**

All outputs will be collated and incorporated into an exercise report. This will identify evidence based recommendations