



1. Go to the VHASS website: <http://vhass.org/> Login using your username and password.

The screenshot shows the VHASS website login page. The header includes the Virginia Healthcare Emergency Management Program logo and navigation links: About Us, Regional Contacts, Resources, VHEMP Events, State Contacts, and VHEMP Admins. A 'Request For Proposal' link is also visible. The main content area features a 'Member Login' box with fields for Username and Password, a 'Login to VHASS' button, and links for 'Trouble Logging In?' and 'New to VHASS? Register Now!'. To the right, the title 'VHASS – Virginia Healthcare Alerting & Status System' is displayed, followed by a brief description of the system's purpose.

2. Click “Hospital Status Board”.

The screenshot shows the VHASS dashboard. The top navigation bar includes links for Home, EMERGENCY OPERATIONS, Documents, Resources, My Accounts, and Administration. The main content area is divided into two sections: 'Events & Notifications' on the left and 'Quick Links' on the right. The 'Quick Links' section lists several options: Dialysis Status Board, Public Health ESF-8 Status Board, Hospital Status Board (highlighted with a red arrow), Long Term Care Status Board, Statewide Alerting System, Recent Documents, and Membership Management.



- Depending on your pop-up blocker settings, you may need to click “click here” to view the Status Board.

Home

Please [click here](#) to launch the Hospital Status Board.

Note: You can disable popup blockers for this site to skip this step in the future.

- Once you are in the Status Board, if your Organization does not appear as the default, use the drop-down menu at the top of the screen to select the Organization name. Click the green “Click to Update Status” button to continue.

VHHA-MCI

Hospital Status – Emergency Operations

Update Status for Organization: [Click to Update Status](#) [Reset](#)

Search Filters [Organization Type Legend](#)

Status Board: Org Type: Region: Jurisdiction: Organization: [Status Reports](#)

Diversion Status: Clinical Status: Emergency Ops Status: ECC Status: Facility Ops Status: Security Status: Staffing Status: Facility Supplies: Clinical Supplies:

[Submit](#) [Reset](#)



5. The page defaults to the “Hospital Status” tab. Update all necessary field(s) (i.e. Emergency Department Status, Clinical Status, Inpatient Bed Capacity, etc.).

The screenshot shows the 'Hospital Status' tab in the VHASS system. The 'Emergency Dept Status' is set to 'Open'. The 'Clinical Status' is set to 'Conventional'. The 'Emergency Dept MCI Capabilities (availability)' are set to 'Red Immediate' (1), 'Yellow Delayed' (2), and 'Green Minor' (3). The 'Inpatient Staffed Bed Capacity (Current Availability)' table shows 1 Med Surg, 0 Adult CC, 4 Psych, 0 Burn, 0 Pediatric, 0 Pediatric ICU, 0 NICU, 0 Airborne Infection Isolation, and 0 O.R.s. The 'Total Staffed Beds (All Occupied and Available Beds)' table shows 12 Med Surg, 1 Adult CC, 40 Psych, 0 Burn, 0 Pediatric, 0 Pediatric ICU, 0 NICU, 0 Airborne Infection Isolation, and 0 O.R.s. The 'Adult CC Capacity & Surge' section shows 0 TOTAL Number of Adult CC Staffed Beds and 0 TOTAL Number of Adult CC Surge Beds. The 'Ventilator Information' section shows 5 TOTAL number of ventilators onsite, 0 TOTAL number of ventilators in use, and a 'Yes' response to the question about anticipating difficulty in obtaining or replenishing adequate ancillary ventilator supplies. The 'COVID-19: Confirmed Patient(s)' section shows 2 Total number of Hospitalized Inpatient COVID-19 CONFIRMED Patients currently in your hospital, 0 Total number of Hospitalized Inpatient COVID-19 CONFIRMED Patients currently in ICU in your hospital, 0 Total number of Hospitalized Inpatient COVID-19 CONFIRMED Patients currently on a Ventilator in your hospital, and 1638 Total cumulative number of Inpatient COVID-19 CONFIRMED Patients discharged from your hospital.

* Depending on the situation you may be asked to update additional tabs (blood availability, etc.).

6. At the bottom of the page for each tab you update, click the green “Update ...” button to save.

The screenshot shows the 'Update Organization Status' button at the bottom of the page. The button is green and has a red arrow pointing to it. The 'Utility Status' section shows a table with four rows: Power, Water, Gas, and Communications. Each row has a dropdown menu set to 'Adequate' and a 'Comments' field.