



February 20, 2026

To Whom It May Concern:

This letter is meant to assist CMS Surveyors, Facility Staff and Leadership, and local and state emergency professionals in reviewing documentation supporting this facility's participation in the 2025 CMS Workshop Series developed by the Southwest Virginia Healthcare Coalition.

Enclosed, you will find the following documents demonstrating the successful participation of this facility in both the tabletop and community-based, functional exercise, as well as other supporting documentation as outlined below:

1. **Tabletop Exercise Situation Manual**
2. **Tabletop Exercise After Action Report:** contains facility-specific lessons learned and improvement plans
3. **Tabletop Exercise List of Participating Agencies**
4. **Functional Exercise Plan**
5. **Functional Exercise Event Log:** demonstrates facility capability to execute the operations components of the exercise
6. **Functional Exercise After Action Report:** contains facility-specific lessons learned and improvement plans
7. **Functional Exercise List of Participating Agencies**
8. **Analysis of CMS Exercise Requirements and SVHC Exercise Details:** a thorough explanation of how this exercise satisfies all aspects of the CMS Interpretive Guidance related to the community-based, functional exercise

You are encouraged to review the enclosed documents which this facility has compiled, to ensure that the standard for the CMS Exercise Requirement has been met.

Any questions regarding the nature of the exercises not answered by these documents may be addressed to Southwest Virginia Healthcare Coalition staff.

The Southwest Virginia Healthcare Coalition is 1 of 4 healthcare coalitions within the Virginia Healthcare Emergency Management Program (VHEMP). You can find more information online at <https://svhc.vhass.org> and www.vhass.org.

Regards,

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