

Emergency Support Function 8
Health and Medical

Rush County
Just in Time Training Guide

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Purpose

This document describes the actions of Rush County personnel who are called to staff the Emergency Support Function (ESF) 8.

Responsibilities within State Statutes and Regulations

K.S.A 65-119a - Provides the duties and powers of local health officers.

“Any county or joint board of health or local health officer having knowledge of any infectious or contagious disease, or of a death from such disease, within their jurisdiction, shall immediately exercise and maintain a supervision over such case or cases during their continuance, seeing that all such cases are properly cared for and that the provisions of this act as to isolation, restriction of communication, quarantine and disinfection are duly enforced. The county or joint board of health or local health officer shall communicate without delay all information as to existing conditions to the Secretary of Health and Environment. The local health officer shall confer personally, if practicable, otherwise by letter, with the person in attendance upon the case, as to its future management and control.” Further, provides the authority to prohibit or restrict public gatherings “The county or joint board of health or local health officer is hereby empowered and authorized to prohibit public gatherings when necessary for the control of any and all infectious or contagious disease.”

K.S.A. 65-201: defines “local board of health” and “local health officer.”

“The county commissioners of the several counties of this state shall act as county boards of health for their respective counties. Each county board thus created shall appoint a person licensed to practice medicine and surgery, preference being given to persons who have training in public health, who shall serve in an advisory capacity to the county board of health and as the local health officer, except that the appointing authority of city-county, county or multi-county health units with less than one hundred thousand (100,000) population may appoint a qualified local health program administrator as the local health officer if a person licensed to practice medicine and surgery or person licensed to practice dentistry is designated as a consultant to direct the administrator on program and related medical and professional matters. The local health officer or local health program administrator shall hold office at the pleasure of the board.”

Initial Notifications

The Emergency Manager is responsible for activating the Rush County Emergency Operations Center (EOC) and alerting appropriate agencies. The Rush County Emergency Manager will notify the following personnel in the event that Rush County ESF 8 response needs to be staffed:

Rush County Health Department Administrator

Kim Knieling, RN/ADM 785-222-3427

Back Up- Kathy Janousek, Office Manager, 785-222-3427
(additional contact information of Contact List)

The ESF 8 Coordinator will consult with the appropriate agencies to determine the extent of the ESF 8 response needed that include:

- Rush County Health Department,
- Rush County Commission
- Rush County Memorial Hospital/Clinic(Attachment 1)
- Rush County Emergency Management (Attachment 6)
- Rush County Central EMS (Attachment 2)
- Rush County Law Enforcement
- Behavioral Health (Attachment 3)
- Rush County Nursing Home

Some events may be able to be handled from locations outside of the LEOC and some events may require an active presence in the LEOC. This decision is based on many factors that will be considered to include:

- time of day
- feasibility of action
- nature of the event
- number of requests anticipated from ESF 8
- capabilities of the responders
- magnitude of the event
- availability of staff

When notified of EOC activation due to a major emergency, the following Rush County personnel (Attachment 4) will be notified, even if ESF 8 staff is not going to report to the EOC:

- Health Officer
- Health Department Administrator:
- County Commission
- Hospital(s) Administrator on call:
- EMS Director
- Rush County Nursing Home
- Community Mental Health Center Administrator:

It is recommended first notification attempts should occur immediately after receiving the notification from Rush County Emergency Management. All notifications must be logged with the time and manner of the notification (Attachment 5). Contact information for these individuals and notification log sheets are provided as Attachment 2 and Rush County's Contact List (Included) in this SOG. Once notified, these personnel should be instructed to monitor their handheld electronic devices (Pager, Cell Phone, etc) for information regarding the emergency event. All devices must be utilized until live voice or personal contact is made. Leaving messages is allowable, but must be noted and other means of contact must be pursued. It is recommended staff must attempt to accomplish a live voice notification five times, 15 minutes apart. Alternate contacts (when provided) will be notified in the event that the primary is unable to be reached after multiple attempts as listed above.

The notification of staff will include the following information (Attachment 5):

Situation: What has happened?

Location: Where has it happened?

Date and Time: When did it happen?

Other notifications: Who else has been notified or will be notified?

Expected actions: What are we going to do about it?

Staff receiving the initial notification may use this form to assist them with collecting as much information as possible from Rush County Emergency Management. Utilizing the form will also help to ensure consistency as additional people are notified. Once voice notification has been achieved, use of email is preferred to ensure the consistency of messaging, save time, and assure everyone is getting all of the pertinent information regarding the event.

Reporting to the Emergency Operations Center

Equipment to take to the EOC

1. Wireless communications devices and wall chargers
2. State Cell Phone
3. Portable storage data with needed documentation (create support agency listing and need spreadsheets to go here)
4. Go kit (contains office supplies and comfort items – can be left at EOC for duration of activation)
5. Laptop Computer

Initial Response Actions

1. Upon arrival at the EOC receive briefing by EOC Manager or lead agency.
2. Sit at assigned work area for ESF 8 Staff (attachment 8).
3. Log into the following web programs:
 - a. WebEOC – using personal User Name and Password
 - b. PHIX – using personal User Name and Password
 - c. Other county utilized web based applications
4. Determine the need for additional ESF 8 resources:
 - a. Personnel to assist
 - b. ESF 8 supporting agency response
 - c. Additional information not found in this SOG

5. Provide initial brief to the following personnel. This can be done by email.
 See attached **Contact List Information**

Name	Position	Email address
Jim Fisher	Emergency Manager	
County Commission		
George Stover	Hospital Administrator	
Dotti Schuckman	EMS Director	
Ward Corsair	Sheriff	
Charlotte Radke	Nursing Home	
Bill Keeley	USD #395 Superintendent	
Mark Goodheart	USD #403 Superintendent	

Primary Public Health Responsibilities in ESF 8

Disease Containment/Vaccination Coordination

In the aftermath of a flood or tornado, many victims and responders need immunizations in order to protect themselves. The Health Department will need to coordinate with the state epidemiologist to determine the need for vaccinations and personal protective equipment (PPE) associated with the incident. Once the need for vaccinations and PPE is determined, the Health Department will insure the needed assets. If assets are unable to be shared among local and regional partners then vendors maybe contacted in order to obtain the needed assets (Attachment 9). The local health department involved will coordinate this activity with the assistance of the KDHE Bureau of Disease Control and Prevention, Immunization Program and the KDHE Center for Public Health Preparedness.

Hazardous Material/Bio-Hazard Cleanup

The Rush County ESF 8 Coordinator may be asked to provide technical expertise or recommendations (PPE etc) to responders for the clean up. Recommendations for PPE usage will be posted via PHIX for the specific incident, however a comprehensive listing can be on PHIX under the information tab for 07 Grant Materials.

The Incident Commander will have the responsibility to coordinate the response through ESF 10 at the local level or through ESF 10 at the State EOC. In the instance that the Rush County ESF 8 Coordinator is called upon to provide technical expertise for the response efforts a listing of Hazardous Material Response Contractors (Attachment 10) and PPE vendors (Attachment 9) can be found in the attachments to this SOG. The Incident Commander will notify Hazmat of Ellis County if needed.

Other Partner Responsibilities in ESF 8

EMS Coordination

Generally, EMS coordination happens at the incident. The MERGe program is an additional asset that can be used to help locate and deploy EMS assets to areas of need. The effected county EMS director or incident commander in coordination with the EMS director activates the MERGe program through regional coordination. The contact number to activate MERGe is: 1-800-435-7573. Information about the program can be found at <http://regioniiems.com/>. Rush County EMS Director has a verbal agreement with Ellis County EMS in case additional EMT's are requested.

Hospital Surge Coordination

During the event the ESF 8 Coordinator will need to conduct scheduled calls with the hospital administrator(s) and staff to ensure medical needs are met within the community.

Fatality Management Coordination

1. The Rush County ESF 8 staff at the EOC will coordinate with the Funeral Director to activate the Kansas Funeral Director's Association (KFDA) fatality management plan.
2. If the Funeral Director is unavailable to activate the KFDA fatality management plan or more information is needed, Rush County ESF 8 staff at the EOC will coordinate with KDHE ESF 8 Coordinator at SEOC to initiate the Rush County fatality management plan.

Helpful web links for mass fatality coordination information and resources

Board of Mortuary Arts: <http://www.accesskansas.org/ksbma/>

CDC: <http://www.cdc.gov/epo/dphsi/mecisp/kansas.htm>

Coordination with Emergency Support Functions

The Rush County ESF 8 Coordinator will work with partner agencies to ensure ESF's (attachment 7) with health roles are carried out (ESF 6: Sheltering, ESF 10: Hazardous Material Response, ESF 11: Environmental Health, and ESF 15: Communications). Health Departments with Environmental Health sections will play an active role in ESF 11 response as well as their ESF 8 response.

Demobilization Procedures

Demobilization of ESF 8 after a disaster should be coordinated through the EOC in accordance with Rush County's demobilization plan. A demobilization-planning template is available from the KDHE Center for Public Health for reference contact gmorgan@kdhe.state.ks.us or (785) 296-5529.

Attachment 1-Hospital Personnel Emergency Contact Information

Hospital Name	Personnel Contact Information	Alternate Contact	Time Notified	Notes
Rush County Memorial Hospital	George Stover, Administrator 785-222-2545	Kathleen Staab, Infectious Control Nurse 785-222-2545		
Complete contact information is found on the Contact Personnel List 4/2009				
Can Assist with Notification Process				
	Cindy Burton, Director of Nursing 785-222-2545			

Attachment 2: EMS Personnel Emergency Contact Information

Organization Name	Personnel Contact Information	Alternate Contact	Time Notified	Notes
Central Rush County EMS	Doti Schuckman	Jason Pivonka		

Attachment 3: Community Behavioral Health Personnel Emergency Information

Organization Name	Personnel Contact Information	Alternate Contact	Time Notified	Notes
Warren Sager	785-259-2940			

Attachment 4 – Initial Rush County Contact List

Name	Contact Information	Alternate	Time Notified	Notes
See Attached Contact List				
Jim Fisher	Emergency Director			
Kim Knieling	Public Health			
George Stover	Hospital			
Dr. Arano	Clinic			
Charlotte Radke	Nursing Home			
Ward Corsair	Sheriff			
Bill Keeley/ Mark Goodheart	Superintendents of Schools			
County Commissioners				
Can Assist with Notification Process				

Attachment 5 – Initial Notification Log Form

ESF 8 Initial Disaster Notification Form		Filled out by:
Date:	Time:	Caller:
What happened?		
WHERE?		WHEN?
City:	County:	Time:
		Date:
Time initial phone or personal notification of Rush County Health Department and ESF 8 partner staff began:		Notification of Key Staff delegated to:
Time initial phone or personal notification of Rush County Health Department and ESF 8 partner staff completed:		At _____ HRS
Email notification sent to EOC at: _____ HRS		
Expected Actions for Rush County Health Department: (see back of form for possible actions)		

Possible Actions

Staff the EOC?

Communicate with SEOC ESF 8 Coordinator?

Patient tracking?

Monitor WebEOC?

Immunization support?

Mission assignments?

Medical material and staffing resource support?

Attachment 6 – Rush County Departments/

See Contact List for full info

Name/Agency	Contact Info	Alternate	
Rocky Brown	Road and Bridge		
Jim Fisher	Noxious Weed		
Christie Bittel	Treasurer		
Kathy Herrman	Appraiser		
Barb Matal	Clerk		
Tony Rues	Attorney		
Debi Wherry	Register of Deeds		
Dennis Bittel	Maintanence		

Attachment 7 – Rush County Emergency Support Functions

Lead Agency will be Rush County Emergency Management and other Agencies listed in the County Plan

ESF 1: Transportation Lead: •	ESF 2: Communications Lead:
ESF 3: Public Works Lead:	ESF 4: Firefighting Lead: •
ESF 5: Emergency Management Lead:	
ESF 6: Mass Care Housing and Human Services Lead:	ESF 7: Resource Support Lead: •
ESF 8: HEALTH AND MEDICAL Lead:	ESF 9: Urban Search and Rescue Lead: •
ESF 10: Oil & Hazardous Material Response Lead: •	ESF 11 Agricultural and Natural Resources Lead: •
ESF 12: Energy and Utilities Lead: •	ESF 13: Public Safety Security Lead: •
ESF 14: Long Term Community Recovery Lead: •	ESF 15: Public Information and External Affairs Lead: •

Attachment 8 – Rush County EOC Layout (Use county EOC floor plan layout here)

The Emergency Manager has stated that the EOC will be conducted through the Sheriff's Office with all entities working for their own offices. When a group meeting is needed, we could use the Commissioners' Office in the Courthouse. If the need is in another area of Rush County, the mobile trailer will be utilized.

If there is no access for phones or cell phones, the police radios will be used. The health office has a verbal agreement that if that happens, the emergency manager will furnish the health office with a 2 way radio.

An MOU will be completed shortly.

Attachment 9: Personal Protective Equipment and Medical Supply Vendors

Name	Contact Information	Alternate	Time Notified	Notes
McKesson General Medical	Dennis Zimmerman 785-650-2406			
Conney Supply	800-356-9100			
Masune Supply	800-831-0894			

Attachment 10: Biohazard Contractor Listing

Name	Address	Phone	Email
Haz-Mat Response, Inc.	1203 S. Parker Olathe, KS 66061	(800) 229-5252	hazmat@haz-matresponse.com
Bio-Cleaning Services of America, Inc	309 NW 12 th Street Blue Springs, MO 64015	888-229-7975	bio1@sbcglobal.net
Clean Scene Crime Clean-up	P.O. Box 10521 Colorado Springs, CO 80932	Cell: (719) 337-2916 Pager: (719) 575-3733	
Medical Compliance Specialties, Inc.	Tulsa, Ok	918-610-7400	
Midwest Crisis Cleaning, Inc.	590 Meyerwood Road Festus, MO 63028	877-937-4862	
American Bio-Recovery Association	PO Box 828 Ipswich, MA 01938	(888) 979-2272	info@americanbiorecovery.com
Rush County Hazmat Team			