

Wood County Board of DD

Pandemic Response Plan

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Purpose

The purpose of this plan is to promote the health and safety of all persons served, their families, employees, service providers, and business vendors, as well as the public at large, by taking steps to reduce morbidity and mortality, minimize social disruption, and facilitate planning for recovery, in the event of a publicly declared pandemic or any serious public health threat.

This plan provides the framework to prepare for, identify, respond to, and attempt to control an influenza pandemic.

If there was an announcement made by any local, state, or federal health care authority that a temporary closure of Wood Lane School and Wood Lane Industries shall occur, then this plan and procedure would provide the details of the specific and limited services that would continue to be provided, and the start-up of the operation of normally provided services, during the recovery period.

Plan

It is the intent of the WCBDD to comply with all instructions from the local, state, and federal health care authorities, when any pandemic should occur. The WCBDD will take proactive steps to prevent the spread of any virus, and facilitate the continuation of certain and specific services needed to enable the return to the normal delivery of services after the pandemic has ceased – as announced by the local, state, and federal health care authorities.

References: Ohio Department of Health Pandemic Influenza Preparedness and Response Plan, Second Draft of March 15, 2006

World Health Organization 2005 Checklist for Influenza
Pandemic Preparedness Planning: Epidemic Alert & Response
World Health Organization 2005 Global Influenza Preparedness
Plan

Center for Disease Control website

Responsibilities for Plan

The ODH, Division of Prevention, Bureau of Public Health Preparedness (BPHP) will maintain Ohio's plan, in cooperation with appropriate subject matter experts from other divisions and bureaus. Responsibility for maintaining the preparedness plan for the WCBDD is the Health & Safety Committee, in cooperation with the local Health Department, the Wood County Hospital, and other agencies represented on the Wood County Pandemic Influenza Committee.

Plan Maintenance and Approval

All affected ODH bureaus will review Ohio's plan annually, including:

- Bureau of Public Health Preparedness (BPHP);
- Bureau of Infectious Disease Control (BIDC);
- Bureau of Health Surveillance, Information and Operational Support (BHSIOS); and
- Bureau of Public Health Laboratories.

The Board of the WCBDD approves our Pandemic Response plan. The WCBDD plan will be monitored and reviewed by the Board's Health & Safety Committee and will be updated as necessary. Should significant changes be necessary then the Board's approval may be sought based on the Superintendent, and recommendation of Pandemic Planning Committee.

PREPARING FOR AND ADDRESSING AN EMERGENCY

This plan is consistent with existing emergency plans and structures, focusing on ensuring efficient use of resources.

Getting Started

Rationale: To ensure that decision-makers are willing and able to make difficult choices before and during a pandemic, political and bureaucratic commitments are essential. In order for the plan and its implementation to be acceptable to the public, community involvement should be ensured as well.

The importance of pandemic preparedness cannot be overstated, and will be insured through implementation of this WCBDD plan. Collaboration with governmental, public, and private agencies and businesses will be necessary to insure success of the plan.

Funding: The WCBDD has budgeted sufficient monies to implement the plan, at a level that will be defensible to the public as being fiscally responsible, while also implementing a plan that shows compassion in meeting needs, within a limited budget.

Administrative

Rationale: In order to be able to make clear and timely decisions and to have a uniform plan that is endorsed by all officials, it is essential to know who is in charge of different activities, and how that might change if a limited outbreak becomes a major emergency. In addition, it is essential to know who is in charge of key elements in the response.

Administrative Function: With the approval of this plan, the Board hereby gives the authority to the Superintendent of the WCBDD to implement this plan. Unexpected variables will need to be taken into account by the Superintendent during the implementation of this plan, and may be required by these unknown variables, to take action that is outside the scope of this plan in order to address life saving emergency health safety issues that would require immediate action.

The WCBDD will cooperate with the existing local Wood County Emergency Response Team and control entities (Emergency Management Agency, Ohio Department of Health and Wood County Health Department) in all phases of the pandemic.

Administrative, Fiscal, Human Resources and IT Back-ups: In terms of hierarchy in implementing this plan, the Board approves the plan, and the Superintendent is responsible to implement all phases of this plan. If the Superintendent is unable to fulfill this duty, then Board approved Tables of Organization will be followed.

WCBDD Emergency Team (BET): The BET team shall consist of the following members:

- * Superintendent;
- * Director of Fiscal Services;
- * Human Resources Coordinator;
- * Information and Technology Coordinator;
- * Health and Safety Coordinator;
- * Director of Quality & Compliance;
- * Nurses (Adult Services and School);
- * Director of Children's Services;
- * Children's Services Supervisor;
- * Director of Service and Support Administration;
- * Director of Adult Services;
- * Wood Lane Industries Training Supervisor;
- * Community Employment Services Coordinator;
- * Director of Operations;
- * Maintenance & Custodial Coordinator; and
- * Transportation Coordinator.

If a number of team members become infected and thus not able to serve on the team, then the team would consist of any of the remaining members.

Information Reports: Information will be disseminated after a review of such with the WCBDD Emergency Team. Briefings will be held daily through electronic means, since in a pandemic, WLS and WLI will be closed and community members quarantined, which includes the WCBDD Emergency Team. The means of communication includes telephone contact and video conferencing through the Board website. These reports will also be posted on the radio, if possible, and on the pandemic section of the web site at www.woodlane.us.

Communication

Rationale: Communication strategies are an important component in managing any infectious disease outbreak, and are essential in the event of a pandemic. Accurate and timely information at all levels is critical in order to minimize unwanted and unforeseen social disruption and economic consequences, and to maximize the effective outcome of the response.

Public Communication

Prior to the pandemic, all persons served, employees, parents/guardians, and residential service providers will receive an information packet containing the major points of this plan. All community agencies providing current services to persons served will also be given this information.

When the pandemic appears to be over, verification of such will be obtained and communicated in the same manner.

Legal and Ethical Issues

Legal Issues

Rationale: During the pandemic, it may be necessary to violate (individual) human rights. Examples of such at the WCBDD during a Pandemic would be the enforcement of quarantine (overruling individual freedom of movement), compulsory vaccination, and implementation of emergency shifts in essential services.

Other times when individual human rights may be violated during a pandemic would be:

- * Travel or movement restrictions (leaving and entering areas where infection is established);
- * Closure of Wood Lane School and Wood Lane Industries;
- * Prohibition of mass gatherings or meetings;

Ethical Issues

Rationale: Ethical issues are closely related to the legal issues, as mentioned above. A few of the ethical issues are further reviewed below.

Limiting Personal Freedom: During certain periods of the quarantine, there will be limited movement of employees in or out of facilities, unless the Superintendent has authorized such movement. The reason for this limitation of movement in and out of facilities is that one or more of the employees may become infected.

Local Impact

School and Workshop Closed: An announcement will be made on the same radio stations used to announce inclement weather situations, that as a result of the quarantine announcement of the local Health Department that schools must close, the following will be announced:

- Wood County School and the Wood Lane Industries have been closed until further notice;
- Transportation services have been modified until further notice;
- All residential settings may be under a state of quarantine.

Employees scheduled to work in facilities that are closed should report to work as usual. These employees may be redeployed as needed to other Board facilities.

1. **Activation of the Video and Teleconferences:** Each weekday of the pandemic, at 9 a.m. there will be a live video and teleconference call so callers may learn of any new updates about the status of the pandemic or any action that can be taken to help prevent the further spread of the virus. These updates will be found on the WCBDD website (www.woodlane.us).

2. **Compulsory Vaccination:** It is projected by the healthcare professionals at the World Health Organization that it may take five to six weeks after the start of a pandemic for an vaccination available for public dissemination. When such a vaccination would be available to the public, the WCBDD employees would be inoculated.

Once Quarantine has been Announced as Over: When the quarantine has been announced as over for the Wood County Area by the local Health Departments and the Wood County Emergency Response Team, and that schools may again be opened, then the WCBDD Superintendent shall make a decision concerning when to open the County Board services and announce that employees must return to work. Also, all services will return to the normal level as during the pre-pandemic phase. The Superintendent shall decrease the website communication by video and telephone conferencing, from five days per week as determined necessary.

SURVEILLANCE

Influenza Status: The WCBDD will fully cooperate with the local Health Departments in providing any known information requested concerning Pandemic status.

Employee Absenteeism: Post-pandemic data will be maintained concerning the absenteeism of employees to help ascertain if abnormally high levels of absenteeism is occurring. Additional investigation by WCBDD nurses shall be made to determine if this absenteeism is due to the employee contracting a new strain of influenza virus.

If so, any announcements that another influenza pandemic wave exists would come from the local Health Departments to again close the school and workshop and proceed to quarantine. The above process would occur again.

References: Ohio Department of Health Pandemic Influenza Preparedness and Response Plan, Second Draft of March 15, 2006

World Health Organization 2005 Checklist for Influenza Pandemic Preparedness Planning: Epidemic Alert & Response
World Health Organization 2005 Global Influenza Preparedness Plan

Board Approved Date: 5/21/07

Revision Date: 5/18/09, 7/14/09, 8/4/09

Board Approval of Significant Revision:

August 17, 2009

Melanie Stretchbery, Superintendent

Date

Executive Summary

The Pandemic Response Plan (hereinafter Plan) is intended to establish a structure whereby the Board shall be prepared to respond in a “planful” manner as the World Health Organization (WHO) and local officials make decisions that directly impact the individuals we serve and our employees. The following are highlights of the plan:

- The Table of Contents lists a general overview of topics
- Much of the plan centers on responding to WHO and local health department announcements.
- Preparing for and training employees to respond in an emergency is already our practice.
- Much of the plan focuses on systems to respond to the emergency, not on specific plans since there are many unknowns surrounding any Pandemic.
- Day to day decisions during an emergency phase shall be made given the best information available each day. Therefore the plan does not include day-to-day decisions or scenarios.
- The group that developed our Plan will be involved in the training process with employees and with communicating internally about the Plan. These 4 employees have been directly involved with the most information and are in the best position to speak with others about it. (Employees involved: Karl Lowell – Health & Safety Coordinator, Jill Bixler – Adult Services Nurse, Kim Vaughn – Children’s Services Nurse, Melinda Slusser – Director of Quality & Compliance). Our efforts focus on planning for the future.
- The Health & Safety Coordinator has been involved locally with all county planning and can answer more global questions you may have about Pandemic.