

SNC Pandemic Response Plan

Health and wellness services

Level 1: Change in virus to confer animal-to-human and some human-to-human transmission of new Influenza virus in the world

Level 2: Sustained human-to-human transmission of new influenza virus in the world and the US;

Level 3: Suspect cases(s) of new influenza virus on campus

	Level 1	Level 2 (in addition to Level 1 actions)	Level 3 (in addition to Level 2 actions)
1. Crisis Response Team (VPSA, Health and wellness services, Residential Life, Dining Services & Campus Safety, etc)	<ol style="list-style-type: none"> 1. Determine most appropriate person as Incident Command; monitor situation 2. Contact Communications Dept 3. Formulate plan with Res. Life and Dining services for isolation and quarantine 4. Essential personnel training on N95 fit testing and respiratory protection from Health and wellness services 5. Student Life – Formulate and rehearse plan to address needs/support for organizations and clubs 6. Identify SLS personnel available for telephone support work. 7. Identify SLS willing to assist with evacuation and displacement of students 	<ol style="list-style-type: none"> 1. Disseminate information to Hall Directors, students, faculty and staff and external community to maintain calm. 2. Remain available for further instructions Isolation of suspected case (2-17 days) and quarantine exposed persons for 7 days post-exposure. Essential personnel receive N95 respirators from Health and wellness services (consider Res. Life, Dining Services, Campus Safety) 3. Enlist SLS that have agreed to telephone support work for incoming calls 4. Enlist assistance with communications regarding emails, procedures and College's plan of action 	<ol style="list-style-type: none"> 1. Maintain correspondence with Response Team, local public health and hospital 2. Advise Crisis Team to activate SNC Pandemic Response Plan 3. Establish internal and external communications related to no. of cases, methods of surveillance, isolation and quarantine

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2. Incident Command (Director of Health and wellness services?)	<ol style="list-style-type: none"> 1. Communicate with DePere Health Dept., Brown County Health Department and area hospitals regarding preliminary planning and surveillance* 2. Communicate and benchmark other college Health and wellness services and emergency response plans 3. Alert PC and Center for International Ed 4. Establish communication with VPSA and Director of Campus Campus Safety regarding status of preparedness 5. Update emergency action plan with Assessment Team & PC as situation evolves. 6. Issue communication(s) to campus community regarding status of disease spread, self-protection and college response CDC website. (e-mail, website, written notices) 	<ol style="list-style-type: none"> 1. Notify DePere and Brown County Health Depts of students coming from affected countries 2. Notify Lead psychologist 3. Notify Residential Life and Dining on number of potential contacts that may require quarantine 4. Ongoing communications with campus community regarding signs/symptoms, protocol for referral of suspected cases (see template on flu) 5. Initiate poster, e-mail, website, campaign on self- protection (social distancing and cough precautions). 	<ol style="list-style-type: none"> 1. Recommend to the President social distancing policy; close common gathering spaces, such as Campus Center, Union, as well as suspension of student and academic activities including athletic events. 2. Encourage students to go home and begin surveillance of students unable to obtain travel, especially ESL and international. 3. Implement Crisis Response Plan with Crisis Response Team utilizing essential personnel enforcing isolation/ quarantine measures with respective personnel 4. Ensure that each Crisis Response Team function is covered, including phone lines and communication with media, parents, and local authorities

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3. Health and wellness services	<ol style="list-style-type: none"> 1. Define entrance for ill students to enter at the south entrance of Main Hall notifying patients with influenza profile to enter there for assessment and triage 2. Assessment rooms will be designated as exam rooms with open windows only, doors closed 3. Determine availability of negative pressure machines 4. Standard respiratory precautions protocols in place 5. Respiratory protection equipment in stock 6. Staff in-service training for avian flu Follow State and County protocol for patient testing if testing methods are available (see standing orders) 7. Assure health and wellbeing of health care workers (up to date vaccines, etc) 8. Essential personnel receive fit test and training on respiratory protection from Health and wellness services 9. Adjust policy on transporting individuals to hospitals as criteria develops 	<ol style="list-style-type: none"> 1. Essential personnel receive N95 respirators from Health and wellness services 2. Isolate and monitor suspected cases for up to 17 days 3. Identify contacts of suspected cases and await testing procedures (quarantine non-ill exposed individuals if meets established criteria for avian influenza) 4. Communicate with parents of suspected and exposed cases and explain procedure 5. Initiate prophylaxis of contacts based on strength of patient presentation and in accordance to established CDC criteria 6. Update Crises Response Team 7. Establish phone triage lines for Student Health and wellness services and local hospitals and DePere Health Dept. 	<ol style="list-style-type: none"> 1. Isolation rooms in Designated isolation area (negative pressure, open windows) 2. Request access to the Strategic National Stockpile (SNS) of medical supplies and equipment through the DePere Health Dept. 3. Enlist assistance of Residential Life to locate people with direct contact of confirmed case 4. Arrange for screening of people who have had contact and begin quarantine up to 7 days (send home if possible) 5. Arrange for Lead psychologist as needed 6. Contact Coroner's office if necessary

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4. Housing and Dining	<p>Enact planning for quarantine of students:</p> <ol style="list-style-type: none"> 1. Health and wellness services trains essential personnel on risks and response 2. Update occupancy of Designated isolation area on regular basis 3. Notify current occupants in spaces that will be needed of the potential or need for them to move 4. Ensure emergency response is available for various degrees of need 5. Stockpile additional food, water and other essentials identified 6. Ensure food delivery process is planned and delivery supplies are on hand 7. Essential personnel receive training on respiratory protection from Health and wellness services 	<ol style="list-style-type: none"> 1. Set up Housing and Dining command centers. Isolation of ill students will be at the Designated isolation area essential personnel will provide for basic needs 2. Activate crisis response phone tree. 3. Essential personnel receive N95 masks from Health and wellness services 4. Identify meal delivery need and method for isolated students. 	<ol style="list-style-type: none"> 1. Activate plan from level 2 to include quarantine of students exposed to those with probable influenza utilizing criteria set forth by CDC, and WHO with guidance from the DePere Health Department, Brown County Response Team, and WI Dept of Health 2. Continue plans for meal delivery for isolated and quarantined students and conducting needs assessment 3. Facilitate students leaving campus as directed by the local authorities
5. Facilities	<ol style="list-style-type: none"> 1. Identify building ventilations systems and areas with 6 air exchanges per hr 2. Essential personnel receive fit test and training on respiratory protection from Health and wellness services 	<ol style="list-style-type: none"> 1. Essential personnel receive N95 respirators from Health and wellness services 2. Bring HEPPA Filter machines to isolation area (Designated isolation area) 3. One machine remains in Health and wellness services general purpose use 	<ol style="list-style-type: none"> 1. Stand by to adjust utilities as directed by Incident Commander, if necessary 2. Lock down buildings as necessary, providing essential personnel for campus needs (credentialing for professional volunteers) 3. Implement personnel rotation structure to meet student needs

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6. OSHA Biological Health & Campus Safety	<ol style="list-style-type: none"> 1. Assess respiratory protection plan and resources (review Designated isolation area policies and N95 test fitting) 2. Continue with company for hazardous waste pick-up. Designate temporary waste disposal area on campus 	<ol style="list-style-type: none"> 1. Arrange for additional medical waste pickups; establish priority protocols 	<ol style="list-style-type: none"> 1. Determine Brown County waste management system capabilities 2. Isolate waste area to prevent access from general public
7. President's Office	<ol style="list-style-type: none"> 1. Formulate plans related to continuing College operations as pandemic progresses 2. Review content of internal and external public information bulletins and announcements. Work with Communications to select appropriate College spokesperson(s) for media reporting. 3. Identify essential personnel and determine compensation for essential work 4. Essential personnel receive training on respiratory protection from Health and wellness services 5. Develop policies restricting movement on and off campus for specific events 6. Based on U. S. State Department recommendations, College recommends campus community not to travel to affected countries. 7. Students arriving from affected countries would be quarantined 	<ol style="list-style-type: none"> 1. Advise President's Council on response options 2. Activate Crisis Response Plan 3. Designate who is to receive N95 respirators from Health and wellness services 4. Essential personnel receive N95 respirators from Health and wellness services 5. Evaluate information on institutional effects of the incident and set response priorities as appropriate. 	<ol style="list-style-type: none"> 1. Provide oversight for student, staff, & faculty; family notifications if appropriate regarding the status of classes, building closings 2. Determine method of communication for students who must remain on campus 3. Authorize temporary suspension of classes or closure and implement crisis response with essential personnel

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8. Media Relations	<ol style="list-style-type: none"> 1. Health and wellness services drafts internal and external bulletins and announcements, with the PC and communications 2. Determine methods of communication to students, faculty, staff and parents Define campus hotline 	<ol style="list-style-type: none"> 1. Appoint liaison to interface with the PC 2. Write and record bulletins and updates on the College's Emergency Information Hotlines 	<ol style="list-style-type: none"> 1. Organize phone banks, if necessary (phone banks can refer callers to emergency services, take messages, support rumor control) Set up at Admissions or survey center call centers 2. Establish a Media Relations Center: coordinate press releases, and manage news teams and interviews, etc.
9. Parking			Clear JMS Parking lot for medical staging area.
10. Center for International Ed.	<ol style="list-style-type: none"> 1. Health and wellness services provides assistance to Center for International Education on countries identified as potential for avian flu and need to monitor incoming students from those countries 2. Center for International Education monitors student travelers entering from effected regions and assists with communication to international students and their families. 3. Formulate plan to address needs/support for international and ESL student 4. Receive training on respiratory protection from Health and wellness services 5. Monitor faculty & staff travelers entering from effected regions 	<ol style="list-style-type: none"> 1. Essential personnel receive N95 respirators from Health and wellness services 2. Arrange for monitoring/delivery of medications, other goods and services to persons in isolation. 3. Assist with relocation of students for quarantine 4. Assist with telephone consultation and support. 	<ol style="list-style-type: none"> 1. Identify student events where confirmed patients have attended 2. Residential Life staff assist Health and wellness services

*Crisis Response Plan and Brown County Public Health Dept.