

Strategic National Stockpile (SNS)
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PRIMARY AGENCY: Cambridge-Guernsey County Health Department

SUPPORT AGENCIES: Guernsey County Emergency Management Agency (EMA)
Guernsey County Law Enforcement Agencies
Guernsey County Public Works Agencies (Transportation)
Southeastern Ohio Regional Medical Center (SEORMC)
Nursing Homes
Home Health Providers
Pharmacies
Guernsey County Schools
American Red Cross
Guernsey County Prosecuting Attorney
Various Volunteer Organizations

I. Introduction

A. Purpose

The purpose of this document is to describe how Guernsey County will request, receive, manage, distribute and dispense medical materials provided by the Center for Disease, Control and Prevention (CDC) and the Strategic National Stockpile (SNS) as issued by the State of Ohio for Guernsey County.

B. Scope

This is not a public health emergency plan; it is intended only to address the coordinated response guidelines for Guernsey County agencies and/or organizations and encompasses the following functions for SNS only:

1. Requesting of SNS
2. Command and Control
3. Communications
4. Security
5. Transportation
6. Management of SNS
7. Recovery
8. Training, Exercise and Evaluation

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C. References and Authorities

1. The Guernsey County Emergency Operations Plan (EOP)
2. State of Ohio Emergency Operations Plan – ESF #8 – Tab A - SNS

II. Situations & Assumptions

A. Situation

1. The local health department and local hospitals will identify and communicate the need for resources and the anticipated need for resources to the activated Emergency Operations Center (EOC) or County EMA, if the EOC is not activated. The local health department and local hospitals will keep the EOC and/or EMA apprised of these needs as they may change and/or develop with time.
2. All resource acquisitions, including the request of SNS from the State of Ohio, shall be made consistent with the Guernsey County EOP, through activation of the Guernsey County Emergency Management System.
3. The hospital and any facilities identified in the hospital's medical surge plan will be considered Medical Treatment Centers for SNS purposes.
4. Each local agency with responsibility for SNS related activities has internal policies and procedures for their specific responsibilities.
5. The local health department has planned for the activation and operation of A Point of Dispensing (POD) Site for SNS purposes.

B. Assumptions

1. In the event of a terrorist attack, major natural disaster, or public health emergency, supplies of critical medical items at the local level may be rapidly depleted and exhausted.
2. The Federal Government has established the SNS to augment local supplies of critical pharmaceuticals and medical supplies.
3. SNS is managed by the CDC and contains large quantities of medicines, vaccines, etc. needed to respond to a wide range of expected problems or scenarios.

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4. The State of Ohio will coordinate requests for SNS between the local government and the CDC.
5. The State of Ohio will provide for the transport of SNS to either a County Drop Site or a Regional Node.
6. Guernsey County will be notified by the State of Ohio of the date/time that SNS will be delivered to the County Drop Site or the date/time that SNS will be available at a Regional Node for pick up.
7. The local receipt, management, dispensing and further distribution of SNS will require the involvement of several local government and non-government agencies, coordinated by the EOC and/or EMA.

III. Concept of Operations

A. Requesting of SNS

1. Establish that existing pharmaceutical and/or medical supplies within the county are inadequate; and that requesting SNS from the State of Ohio would be appropriate.
2. If not already activated, the County EOC may be activated in accordance to the EOP.
3. The authorized EMA representative makes the request for medical supplies to the State of Ohio through normal Emergency Operations Procedures.

B. Command and Control

1. On-scene Command
 - a. NIMS-ICS, in accordance with the Guernsey County ICS Procedures, will be utilized for the on-scene command structure for all SNS activities.
 - b. The CGCHD is the primary agency for on-scene command and control unless there is a need for a Unified Command.
 - c. All resources assigned missions in support of local SNS remain under the direct control of their own agency and operate under their own policies and procedures.
2. Emergency Operations Center
 - a. Emergency Support Functions, in accordance with the Guernsey County EOC Procedures, will be established in the EOC.

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- b. Command and Control of the EOC is maintained by the Executive Committee (County Commissioners, CEOs of affected political subdivisions, and the County Prosecuting Attorney) through the Director of Emergency Management or their designee.
- c. Key Support Functions will be activated for local SNS. Individuals to fill these positions will be named at the time of the incident. A list of qualified individuals is maintained in the Guernsey County Resource Database:
 - 1) ESF-1 (Transportation)
 - 2) ESF-2 (Communications)
 - 3) ESF-5 (Information & Planning)
 - 4) ESF-7 (Resource Management)
 - 5) ESF-8 (Health and Medical)
 - 6) ESF-13 (Law Enforcement)
 - 7) ESF-14 (Recovery)
 - 8) ESF-15 (Public Affairs)
 - 9) SA- Volunteer and Donations Management

3. Joint Public Information System

- a. Public Information will be coordinated through the use of a Joint Information Center (JIC) in accordance with ESF-15 (Public Affairs) of the EOP.
- b. The Guernsey County Public Information Officer (PIO) is responsible for the establishment and coordination of the JIC and the coordination of information between local and agency PIOs and Regional, State, and Federal JICs.

C. Communications

- 1. All communications regarding local SNS receipt, distribution, transportation, dispensing and security will be provided by and coordinated by the EOC and/or EMA in accordance to ESF-2 (Communications) of the EOP. A list of local resources is maintained in the Guernsey County Resource Database.
- 2. Internal agency communications will be in accordance to each agency's internal policies and procedures.
- 3. Communications among regional public health departments and hospitals will be in accordance to the Southeast Ohio All Hazards Response Plan – Public Health, Regional Medical Response System and Hospital.

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D. Security

All security for facilities, materials, and POD Sites, within the county and during transportation operations within the county or during pick up operations if supplies are to be picked up outside the county will be provided through ESF-13 (Law Enforcement) and coordinated in the EOC.

E. Transportation

All transportation of SNS within the county and/or during pick up operations if supplies are to be picked up outside the county will be provided through ESF-1 (Transportation) and coordinated in the EOC. Local transportation resources are maintained in the Guernsey County Resource Database.

F. Management of SNS

CGCHD is responsible for the management of SNS within Guernsey County and during receipt of supplies at the County Drop Site or at Regional Node if supplies are to be picked up outside the county.

CGCHD is responsible for providing training to all security forces, transportation providers, and volunteers on local and state SNS activities, including chain-of-custody protocols.

1. Inventory Control

CGCHD is responsible for SNS inventory control within Guernsey County.

2. Distribution

a. County Drop Site

The County Drop Site is a secured site within Guernsey County that has been designated to be used to receive, maintain inventory control, and prepare SNS supplies for further distribution to the Medical Treatment Centers as the need for antiviral arises.

CGCHD will manage the County Drop Site that has been identified and is recorded in the Guernsey County Resource Database.

CGCHD will provide adequate and appropriate clinical personnel, augmented by volunteers, if available, to ensure adequate operations.

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b. Medical Treatment Centers

Each treatment center is responsible to provide a point of contact to the EOC for the coordination of SNS.

Each treatment center is responsible to ensure they have adequate Standard Operating Procedures in place for the management and control of SNS delivered to their site.

Ohio Department of Health will ensure the delivery of hospital supplies directly to each hospital. Each hospital must ensure that they have a Drug Enforcement Administration (DEA) registrant available to accept material from ODH.

Secured local transportation of SNS from the County Drop Site to Medical Treatment Centers will be provided in accordance with ESF-1 (Transportation) and ESF-13 (Law Enforcement) of the EOP and coordinated in the EOC.

3. Dispensing

The Point of Dispensing (POD) Site is a secured site within Guernsey County that has been designated to receive, maintain inventory control, and prepare SNS for dispensing prophylaxis to Guernsey County residents as the need for antibiotic and/or vaccination arises.

CGCHD will manage POD Sites that have been identified and are recorded in the Guernsey County Resource Database.

CGCHD will provide adequate and appropriate clinical personnel, augmented by volunteers, if available, as needed to ensure adequate operations.

The primary and alternate POD Sites have been designated and are listed in the Guernsey County Resource Database. Ohio Department of Health has been provided with the location of the primary and secondary POD Site.

CGCHD is responsible for SNS at the POD Site and has developed appropriate Standard Operating Guidelines for POD Sites.

CGCHD will manage dispensing activities based on guidance provided by the Ohio Department of Health to ensure that first responders, other critical response staff, their families, and the general public will be prophylaxed and/or vaccinated according to plans.

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4. Guidance for the return of unused SNS is under development by Ohio Department of Health and to be determined in 2008.

G. Recovery

Recovery process will be in accordance with ESF-14 (Recovery) of the EOP.

IV. Roles and Responsibilities

A. Cambridge-Guernsey County Health Department (CGCHD)

1. Provide an ESF-8 (Health and Medical) Coordinator to the EOC.
2. Assist in the identification of local needs and inventory of supplies.
3. Identify the need for requesting SNS.
4. Provide input in the identification of the County Drop Site and the POD Sites.
5. Provide on-scene Command and Control at the County Drop Site and POD Sites.
6. Determine the type and quantity of materials to be distributed to Medical Treatment Centers and POD Sites.
7. Provide for management of SNS at the County Drop Site and POD Sites.
8. Maintain inventory of SNS at each facility.
9. Provide for dispensing and/or vaccination at POD Sites in accordance to ODH guidelines.
10. Provide for dispensing and/or vaccination of first responders and their families.
11. Ensure medical operations volunteers have appropriate credentials.
12. Provide just in time training for SNS including chain-of-custody protocols.
13. Maintain cost documentation for all related activities, supplies, and requested resources, including resources provided by mutual-aid to facilitate the disaster recovery process ESF-14 (Recovery).

B. Emergency Management/Commissioners/Local CEOs

1. Implementation of the EOP and local SNS Plans.
2. Activate the EOC.
3. Ensure that all local disaster declarations are completed.
4. Provide ESF-2 (Communication), ESF-5 (Information and Planning), and ESF-7 (Resource Management) coordinators to the EOC.
5. Provide for direction and control at the EOC.
6. Provide support staff in the EOC as needed.
7. Provide for notification to local officials, emergency response and support agencies/organizations.
8. Coordinate requests, allocation, and tracking local resources including facilities, equipment and supplies.

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9. Coordinate with other local jurisdictions and State EOC for the procurement of resources not available in the county.
10. Manage volunteer resources utilized for government functions.
11. Coordinate recovery functions with State EMA, Ohio SNS and Federal Emergency Management Agency (FEMA).
12. Maintain cost documentation for all related activities, supplies, and requested resources, including resources provided by mutual-aid to facilitate the disaster recovery process ESF-14 (Recovery).

C. Guernsey County Prosecuting Attorney

1. Serve on the Executive Committee in the EOC as legal advisor for all activities.

D. Guernsey County Public Information Officer

1. Establish the JIC in close proximity to the EOC.
2. Coordinate public information between local and agency PIOs and Regional, State, and Federal JICs.
3. Ensure that all public information releases are reviewed by the EOC Executive Committee and the Incident Commander (IC) prior to release.
4. Provide for a media area in or near the JIC to allow for direct media contact.
5. Provide for controlled media visits to on-scene locations to facilitate interviews with on-scene command staff.
6. Maintain cost documentation for all related activities, supplies, and requested resources, including resources provided by mutual-aid to facilitate the disaster recovery process ESF-14 (Recovery).

E. Guernsey County Sheriff's Office/Local Law Enforcement Agencies

1. Provide an ESF-13 (Law Enforcement) Coordinator to the EOC.
2. Assist in the identification of and assessing the security of local facilities to be utilized as a County Drop Site and/or POD Sites.
3. Provide for the security of SNS and personnel during transportation, to a County Drop Site, POD Sites and Medical Treatment Centers.
4. Provide for traffic control at the County Drop Site and POD Site.
5. Provide for final approval of all volunteers that could be in direct contact with SNS.
6. Provide for just in time training, if utilizing volunteers for traffic control or other ESF-13 (Law Enforcement) functions.
7. Maintain cost documentation for all related activities, supplies, and requested resources, including resources provided by mutual-aid to facilitate the disaster recovery process ESF-14 (Recovery).

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F. Guernsey County Engineer/Public Works Providers

1. Provide an ESF-1 (Transportation) Coordinator to the EOC
2. Assist in the identification and assess access routes to County Drop Site, POD Sites and Medical Treatment Centers.
3. Provide for the emergency detour routes to the County Drop Site, POD Sites and Medical Treatment Centers as needed.
4. Provide transportation resources as needed.
5. Provide traffic control assistance as needed.
6. Maintain cost documentation for all related activities, supplies, and requested resources, including resources provided by mutual-aid to facilitate the disaster recovery process ESF-14 (Recovery).

G. Southeastern Ohio Regional Medical Center (SEORMC)

1. Provide an ESF-8 (Health and Medical) Coordinator to the EOC.
2. Provide assistance in identifying local needs and inventory of supplies.
3. Coordinate information exchange with local physicians' offices.
4. Assist in the identification of the need for SNS.
5. Manage materials assigned to the hospital as a Medical Treatment Center.
6. Maintain cost documentation for all related activities, supplies, and requested resources, including resources provided by mutual-aid to facilitate the disaster recovery process ESF-14 (Recovery).

H. Other Medical Treatment Centers (health care/nursing facilities)

1. Coordinate with ESF-8 (Health and Medical) personnel in the EOC to help identify local needs and inventory of supplies.
2. Manage SNS assigned to the facility as a Medical Treatment Center.
3. Maintain cost documentation for all related activities, supplies, and requested resources, including resources provided by mutual-aid to facilitate the disaster recovery process ESF-14 (Recovery).

I. Home Health Care Organizations

1. Coordinate with ESF-8 (Health and Medical) personnel in the EOC to help identify local needs and inventory of supplies.
2. Maintain cost documentation for all related activities, supplies, and requested resources, including resources provided by mutual-aid to facilitate the disaster recovery process ESF-14 (Recovery).

J. Pharmacists

1. Coordinate with ESF-8 (Health and Medical) personnel in the EOC to help identify local needs and inventory of supplies.

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2. Maintain cost documentation for all related activities, supplies, and requested resources, including resources provided by mutual-aid to facilitate the disaster recovery process ESF-14 (Recovery).

K. All other local jurisdictions/agencies/organizations and private-non-profit agencies/organizations

1. Provide resource and logistical support as requested through the EOC.
2. Maintain cost documentation for all related activities, supplies, and requested resources, including resources provided by mutual-aid to facilitate the disaster recovery process ESF-14 (Recovery).

V. Planning, Exercise, and Training (PET)

A. Plan Development and Maintenance

Development and maintenance of this component will be in accordance with Guernsey County EOP Basic Plan Section VIII

B. Exercise

Exercise will be in accordance with the Guernsey County Exercise Program – EOP Basic Plan - Appendix 1.

C. Training

Training will be in accordance with the Guernsey County Training Program – EOP Basic Plan Appendix 2.

IV. Addendums

Attachment 1 – Terms and Definitions & ACRONYMS

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Terms and Definitions	
Term	Definition
County Drop Site	Site that is identified in the Guernsey County Resource Manual as the point within the where SNS supplies will be delivered for the purpose of sorting, inventorying, and for further distribution.
Medical Treatment Center	All facilities within the county, such as hospitals, nursing homes, and alternate care sites where medical treatment will be administered to the ill.
Point of Dispensing	Site that is identified in the Guernsey County Resource Manual as the place where the public will receive prophylactic treatment, such as antiviral medications and/or vaccinations.
Regional Node	Site within the region that has been identified by the State for the delivery of SNS supplies for further distribution and/or pick-up site for counties within the region.

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ACRONYMS	
ACRONYM	Definition
CDC	Center for Disease, Control and Prevention
CEO	Chief Elected Official
CGCHD	Cambridge-Guernsey County Health Department
DEA	Drug Enforcement Administration
EMA	Emergency Management Agency
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
ICS	Incident Command System
JIC	Joint Information Center
NIMS	National Incident Management System
ODH	Ohio Department of Health
PIO	Public Information Officer
POD	Point of Dispersing
SA	Support Annex
SEORMC	Southeastern Ohio Regional Medical Center
SNS	Strategic National Stockpile