

# Integrating Infection Prevention and Control Science into POD-based Planning

## Module 3: POD Support Functions



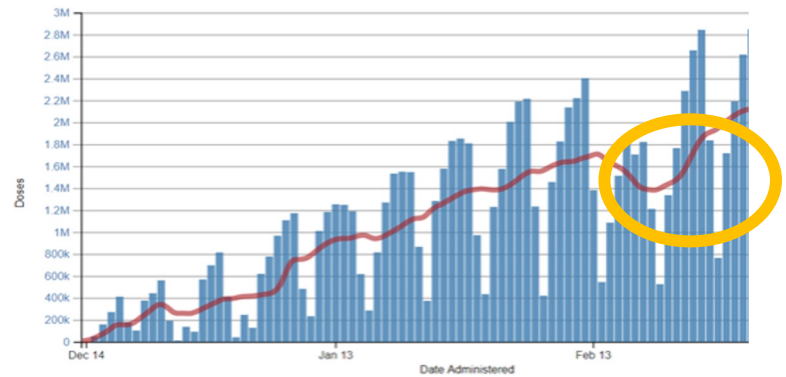
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# Objectives

- Highlight key POD logistical considerations
- Describe and define typical support roles within the POD operation
- Describe POD support operations and actions

**Goal: Sustain ongoing POD operations**


# Vaccine and MCM Readiness and Supply



- Ensure the available (and expected) vaccine doses or countermeasures meet the expected volume of daily throughput
- Supplies, including vaccines/countermeasures, might be inconsistent and vary from day-to-day or week-to-week due to:
  - Nationwide weather (highlighted dip during wintry weather in Feb. 2021)
  - Statewide weather
  - Vaccine and countermeasure allocations to the state
- If short, be sure to alert all inbound individuals and prepare a statement showing transparency and solutions going forward
- Note: Remember, the Strategic National Stockpile (SNS) only contains specific vaccines for known threats (new pandemic threats are not part of the SNS formulary). It also contains countermeasures for known CBRN threats

# Communications

Ensure a communications plan is well-drafted pre-event and flexible to address any of these complications

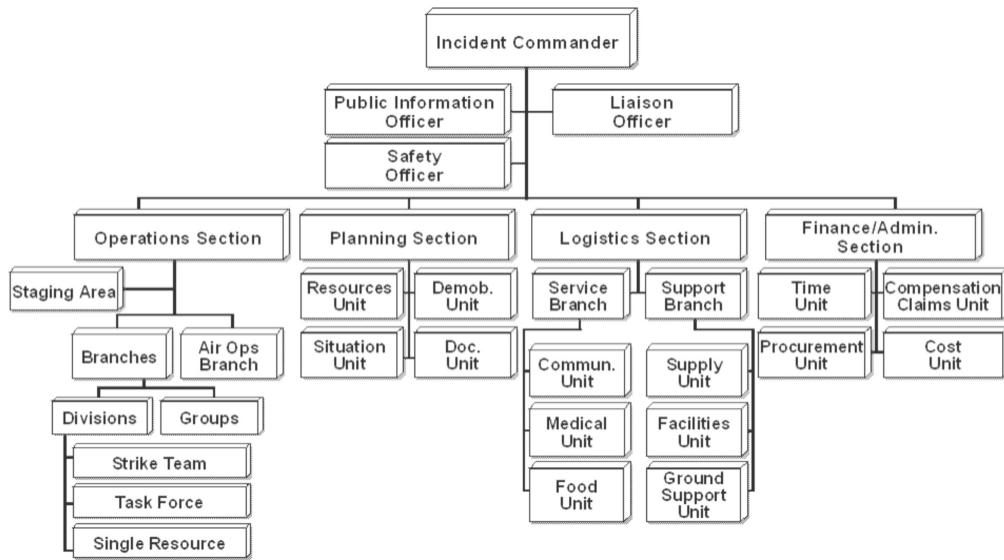


Communication considerations should include:

Communications directly to the population

Communications to and from the ESF-8 network

Communications to the state and local Emergency Operations Centers



Will need strong, clear guidance from IPC expertise

**Additional and unique example and structure of a Healthcare / Hospital-based POD site** (for illustrative purposes only – this is an example)

NOTE: These examples fall under the traditional ICS / HICS organizational structure, which should remain as command and general staff positions of your operations.

# Examples of Vaccination Center Operational Roles

Roles are assigned as necessary. Some roles may overlap or be filled by the same person depending on the scenario. Roles are likely to follow ICS/HICS nomenclature, but that might vary due to size of location and staffing numbers.

- Clinic or POD Manager
- Pharmacy Branch
  - Vaccinators
  - Vaccination Preparation Group
  - Prophylaxis Prep Group
- Registered Nurses
- Safety Coordinator and staff
- Medical Screeners
- Registration staff
- Observation Area Manager
- Volunteer Staff
- Volunteer Coordinator
- IT Support
- Traffic Control (and parking)
- Language Translator(s)
- Floaters (cross-trained on select roles to troubleshoot and ensure adequate throughput and flow)

# Supporting Functions to Consider

- **Medical Evaluation**

- Work with individuals needing additional evaluation (prevent natural POD flow from slowing)

- **Observation Staff** (if needed depending on countermeasure deployed)

- **EMS/First Aid**

- Immediate medical attention

- **Mental Health Support**

- Additional support for individuals and families – both onsite as well as directions for longer term

- **Safety Officer**

- Maintain order inside and outside of POD-based operations and overall site (hospital, clinic, etc.)

- **Health Educator** (and translator as needed)

- To help reassure population on vaccine or countermeasure side effects, creation/hesitancy, etc.
- Different than the vaccinators to keep the operations moving

# Example: Facility Support Daily Operational Actions

- Conduct a pre-opening facility sweep to ensure that all safety and sanitization procedures have been followed and are in place
- Ensure staffing, work assignments, and schedule are established for the day
- Ensure traffic/access control process is in place for the facility and the parking lot
- Conduct appropriate Safety Briefing with all site staff prior to opening the site and operational shifts
- Establish the day's battle rhythm and ensure all site staff are aware of it
- Review and understand Essential Elements of Information (EIs) and other reporting requirements for all appropriate stakeholders and entities



## Example: Facility Support Daily Operational Actions, (cont.)

- Ensure multilingual signage is posted that describes the vaccine recipient flow starting from outside the facility including the Check-In/Screening Area, and all the way to Observation Area
- Stage Pre-Waiting Area where vaccine/countermeasure recipients wait to be sent to a vaccination station
- Ensure an area is set aside for staff to take break(s)
- Verify all personnel are in place and all stations are ready to process vaccine/countermeasure recipients prior to opening the facility
- Ensure a process is in place for regular disinfecting of the POD
- Pre-screening of vaccine/countermeasure recipients at the Check-In/Screening Area using a temperature screening and symptom and exposure questionnaire

## Example: Facility Support Daily Operational Actions, (cont.)

- Ensure process is in place to monitor and track facility supplies and track daily burn rates
- Monitor occupancy levels in the observation area to prevent over-crowding
- Establish a staff accountability process to include a sign in and sign out process
- Ensure a process is in place for proper handling/disposal of medical waste
- Ensure a process is in place for general facility waste handling
- Ensure ventilation, air changes, and any additional filtration (e.g., HEPA air devices) are operating as expected

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