

**FRANCES MAHON DEACONESS HOSPITAL**  
**621 3rd St. So.**  
**Glasgow, MT 59230**

**DEPARTMENT:** Environment of Care

**POLICY:** EOC- 215

**SUBJECT:** Pandemic/Epidemic of (Communicable) Disease Emergency Plan

**PURPOSE:** Pandemics/Epidemics are inevitable, and their timing and severity unpredictable. The goal is to increase awareness, education, and preparedness for employees and staff members of Frances Mahon Deaconess Hospital (FMDH). To supplement the facility-wide emergency management plan and to outline special challenges related to a pandemic outbreak. FMDH has designed this response based upon a surge capacity of 30 general in-patients and 200 staff for 7 days capacity for 3 with respiratory failure and 30 overall.

**DEFINITIONS:**

1. Epidemic
  - a. A disease occurring suddenly in a community, region or country in numbers clearly in excess of normal. This includes the occurrence of several cases of a disease associated with a common source.
2. Pandemic
  - a. The worldwide outbreak of a serious communicable disease in numbers clearly in excess of normal.
3. Communicable disease
  - a. A disease that may be transmitted directly or indirectly from one individual to another.

**RESPONSIBILITY:**

- All Staff

**POLICY:**

1. Mitigations:
  - a. Annually, the Infection Control Practitioner (ICP) will evaluate current pandemic information.
  - b. Annually, through the Environment of Care (EOC) Committee's Hazardous Vulnerability Analysis (HVA), the facility will prioritize its response needs related to pandemic issues. The Infection Control committee annually conducts a HVA about infectious agents, based on worldwide, county wide and facility specific data. This infection control HVA is presented to the EOC committee and the board to aid in the facility preparations.
  - c. The ICP receives information from the laboratory manager regarding the organisms isolated and the antibiotic susceptibility patterns of these organisms in order to identify trends on an annual basis. On a weekly basis, the ICP receives a report of all the cultures performed during the week at FMDH, to look for trends

in both the type of infections being seen but also the antibiotic susceptibility patterns. This will aid for detection of a local epidemic. The ICP works closely with the lab manager and members of the FMDH lab about the types of cultures being requested and if there is a large request for specific microbiology testing to be sent to the state lab. The ICP and the FMDH lab will relay this information to the local health department as well as necessary.

- d. To offer select vaccinations (including annual Influenza vaccinations) free of charge to all facility healthcare workers, dependent on vaccine availability.
  - e. To offer annual Influenza vaccinations to the public based on CDC (Center for Disease Control and Prevention) guidelines, and vaccine availability.
  - f. The ICP at FMDH works closely with the local health department. Weekly disease updates are shared between the facilities, to monitor trends in disease, both locally and in adjacent counties. Montana is a member of the Department of Public Health and Human Services Health Alert Network (DPHHS HAN). HAN notices and alerts are sent out to the ICP, medical providers, clinics, and laboratories to disseminate information about current illness or disease processes. Many of these HAN notices originate from the CDC, making them relevant to current national and international concerns, as well as local concerns.
  - g. In the event of an epidemic or pandemic situation, FMDH will work closely with the local health department as well as the state public health agencies.
2. Preparedness:
- a. Training
    - i. All employees are trained on the hazards associated with exposure to communicable diseases as well as specific types and uses of personal protective equipment (PPE) and methods to reduce exposure on hire, through the facility wide annual Health-Stream training, all staff education and campaigns through the EOC committee, and offered at the departmental level by the ICP (per managers request).
    - ii. Employees who have the responsibility for reporting cases of communicable diseases will be trained annually on how to report cases to the local county health department.
    - iii. Based upon annual risk assessments and vulnerability analysis, the staff will be sent information about pandemic/epidemic issues as appropriate.
    - iv. In community newsletters, articles in the local newspaper and ads on the local radio station the public will be educated on current issues and family preparedness measures in a joint venture by FMDH and the local health department.
    - v. The ICP will distribute information about specific health concerns from the local county health department when notified of a specific concern. This information includes, not only what the disease concerns is, but signs and symptoms, how to identify and test, as well as how to clean surfaces that have come in contact with patients exhibiting symptoms, and the use of PPE.
3. Supplies
- a. The following departments will be responsible for maintaining and rotating these supplies

- i. Dietary
    - 1. Drinking water - 2 pallets of bottled water (240 -8 oz. bottles)
    - 2. Food - 600 MRE (Meals Ready to Eat) meals
  - ii. Emergency Medical Services
    - 1. N95 masks - 75 boxes (60 boxes size regular and 15 boxes size small)
    - 2. Fit test kits-5 (two of these kits are in the ICP office).
  - iii. Housekeeping
    - 1. Anti-bacterial hand soap - 5 cases of refills for dispensers (8 refills/cs)
    - 2. Anti-bacterial hand sanitizer - 5 cases of refills for dispensers (8 refills/cs)
  - iv. Maintenance
    - 1. Drinking water - 2 300 gallon tanks on site
    - 2. Lock down signage for each door
  - v. Purchasing
    - 1. Large red bags - 5 cases (2500 bags)
    - 2. Large red biohazard containers (20ea.)
    - 3. Anti-bacterial hand sanitizer 8 oz hand pump bottles (10ea.)
- 4. Additional Resources
  - a. CDC guidelines for specific causative agents of pandemic/epidemic or emergency situation(s), as appropriate. See <http://cdc.gov/>
  - b. Related FMDH Documents:
    - i. EOC-200 Emergency Operations Plan
    - ii. EOC-210 Shelter in Place
    - iii. EOC- 225 Evacuation
    - iv. EOC-230 Secure Access
    - v. EOC-260 Fatality Management
    - vi. EOC-280 Disaster Recovery
    - vii. EOC-290 Strategic National Stockpile Access
    - viii. EH-802 Employee Immunization
    - ix. EH-805 Employee Illness work restriction following communicable disease
    - x. EH-860 Employee Medical Screening for Respirator
    - xi. IC-344 Communicable diseases
    - xii. IC-300 Infection Control plan
    - xiii. IC-330 Reporting of Communicable Disease
    - xiv. IC-343 TB Exposure Control Plan
    - xv. IC-352 Hand Hygiene
    - xvi. IC-370 Airborne Respiratory Protection
    - xvii. FS-828 Negative pressure isolation room procedure
- 5. Recovery:
  - a. The recovery procedure would be based upon the Emergency Management Plan (EOC-200), to include restocking of supplies listed out in preparedness section.

**REVIEW PROCESS:**

- The review process is scheduled for every two years or as needed.