

OGEECHEE TECHNICAL COLLEGE

PANDEMIC INFLUENZA PLAN

Revised Feb. 15, 2007

Pandemic Influenza

Pandemics of influenza are extreme infectious disease outbreaks. In past pandemics, influenza viruses have spread worldwide within months and are expected to spread even more quickly today given modern travel patterns.

It is the sheer scope of influenza pandemics, with their potential to rapidly spread and overwhelm societies and cause illnesses and deaths among all age groups, which distinguishes pandemic influenza from other emerging infectious disease threats and makes pandemic influenza one of the most feared emerging infectious disease threats.

The agent of pandemic influenza is the influenza virus, which is also responsible for causing seasonal influenza, known by most persons as the flu. Seasonal influenza, a common disease characterized by symptoms such as fever, fatigue, body pain, headache, dry cough, and sore throat, affects large numbers of people each year. Although most people infected with flu recover, it is still responsible for approximately 36,000 deaths and 226,000 hospitalizations each year in the U.S.

Certain modern trends could increase the potential for pandemics to cause more illnesses and deaths than occurred in earlier pandemics:

- ✚ First, the global population is larger and increasingly urbanized, allowing viruses to be transmitted within populations more easily.
- ✚ Second, levels of international travel are much greater than in the past, allowing viruses to spread globally more quickly than in the past.
- ✚ Third, populations in many countries of increasing numbers of elderly persons and those with chronic medical conditions, thus increasing the potential for more complicated illnesses and deaths to occur.

This combination of factors suggest that the next pandemic may lead to more illnesses occurring more quickly than in the past, overwhelming countries and health systems that are not adequately prepared.

www.hhs.gov/pandemicflu/plan/appendixb.html

Avian Influenza

Although it is unpredictable when the next pandemic will occur and what strain may cause it, the continued and expanded spread of a highly pathogenic – and now endemic - avian flu across much of eastern Asia, Russia, and Eastern Europe represents a significant pandemic threat. Concern has increased in recent years as avian flu infections have killed poultry flocks in countries throughout Asia and in parts of Europe. The H5N1 (avian flu) virus circulating in Asia has raised concerns about the potential for a pandemic because:

- ❖ The avian flu virus is widespread and endemic in much of Asia with spread to Russia and Europe.
- ❖ The avian flu is becoming more deadly in a growing number of bird species and mammals.
- ❖ Wild birds and domestic ducks may infect asymptotically, providing a reservoir for infection of other domestic poultry species.
- ❖ The virus is able to transmit directly from birds to some mammals and in some circumstances to people.
- ❖ There is sporadic spread directly from animals to humans with suspected human-to-human transmission in rare instances.
- ❖ Genetic studies confirm that H5N1, like other influenza viruses, is continuing to change and evolve.

www.hhs.gov/pandemicflu/plan/appendixb.html

A. Pandemic Planning Team:

The Pandemic Planning Team is chaired by the Infection Control Coordinator and Co-Chaired by his/her designee. Members of the planning team consist of representatives from the following areas:

- ❖ President's Office
- ❖ Administrative Services
- ❖ Adult Education
- ❖ Instructional Services
- ❖ Student Services
- ❖ Economic Development
- ❖ Human Resources
- ❖ Evening Programs
- ❖ Child Enrichment Center
- ❖ Institutional Advancement
- ❖ Community & College Relations
- ❖ Security

Participants from each area should be knowledgeable of OTC's Pandemic Influenza Plan. The Planning Team serves as an advisory, planning, and improvement committee to guide the OTC safety programs and other tasks necessary to ensure a safe work and learning environment. The committee is also charged with maintenance of this plan.

	Level 1	Level 2 (in addition to Level 1 actions)	Level 3 (in addition to Level 2 actions)
1. Assessment Team: Plant Operations, Infection Control Committee(ICC), and Campus Security	<ol style="list-style-type: none"> 1. Infection Control Coordinator and/or EMS instructor will be designated as Incident Commander. 2. Monitor situation. 3. Contact Public Relations 4. Essential personnel (see appendix A) receive fit test & training on respiratory protection from ICC. 	Essential personnel (see appendix A) receive N95 respirators from ICC.	Maintain contact amongst Assessment Team.
2. Incident Commander (Infection Control Coordinator)	<ol style="list-style-type: none"> 1. Communicate with Bulloch County Health Department and East Georgia Regional Medical Center regarding planning and surveillance. 2. Communicate and benchmark other college services and Plant Operations. 3. Alert President's office. 4. Establish communication with Vice Presidents and Directors of Instruction regarding preparedness. 5. Update emergency action plan with Assessment Team and President's Office as situation evolves. 6. In conjunction with President's Office, issue communication(s) to campus community regarding status of disease spread, self protection and university response. (e-mail, website, radio broadcast, TV broadcast) 	<ol style="list-style-type: none"> 1. Notify Bulloch County Health Department. 2. Notify Student Services and the Counseling Coordinator. 3. Compose communications with Public Relations and the President's Office for the campus community regarding signs/symptoms, protocol for referral of suspected cases. 4. Essential personnel receive N95 (see appendix A) respirators for ICC. 	<ol style="list-style-type: none"> 1. Advise President's Office to activate Emergency Operations. 2. Recommend temporary closure of building(s) and suspension of student and academic activities to President's Office. 3. Implement Emergency Operations with Assessment Team and President's Office. 4. Ensure that each Operations group function is covered.
3. Campus Security: Plant Operations and	<ol style="list-style-type: none"> 1. Infection Control training on avian flu. 2. Alert ICC if encountering individual's 	1. Implement policy on transporting individuals to	1. Secure buildings and post signage.

Sheriff's Department	with flu-like symptoms. 3. Essential personnel (see appendix A) receive fit test and training on respiratory protection from ICC.	hospitals. Ex: calling 911 2. Essential personnel receive N95 (see appendix A) respirators from ICC.	
4. Plant Operations	1. Identify building ventilations systems. 2. Essential personnel (see appendix A) receive fit test and training on respiratory protection from ICC.	Essential personnel (see appendix A) receive N95 respirators from ICC.	Stand by to shut off utilities as directed by Incident Commander, if necessary.
5. Infection Control Committee	1. Assess respiratory protection plan and resources. 2. Contract with hazardous material company for professional cleanup. 3. Train and fit essential personnel (see appendix A) for respirators.	1. Arrange for additional medical waste pickups. 2. Distribute N95 to essential personnel.	1. Assist with notification of Emergency Coordinators
6. President's Office	1. Receive information from Incident Commander. 2. Review content of internal and external public information bulletins and announcements. Work with Media Relations to select appropriate college spokesperson(s) for media reporting. 3. Essential personnel (see appendix A) receive fit test and training on respiratory protection from ICC. 4. Based on U.S. States Department recommendations, College recommends campus community not travel to affected countries.	1. Advise Executive Management on response options. 2. Activate Emergency Operations Plan. 3. Receive N95 respirators from ICC. 4. Evaluate information on institutional effects of incident and set response priorities as appropriate.	1. Provide oversight for student, staff, and faculty family notifications if appropriate. 2. Authorize temporary suspension of classes or closure.
7. Public Relations	Draft internal and external bulletins and announcements, with the President's Office.	1. Appoint liaison to interface with the President's Office. 2. Write and record bulletins and updates on the College's	1. Organize phone banks, if necessary (phone banks can refer callers to emergency services,

		<p>website.</p> <ol style="list-style-type: none"> 3. Write scripts for phone tree with approval from President's Office. 4. Request to campus that faculty and staff and their families to report all flu cases to Incident Commander 	<p>take messages, support rumor control)</p> <ol style="list-style-type: none"> 2. Establish a Public Relations Center: coordinate press releases, and manage news teams and interviews, etc.
8. Vice President of Administrative Services	<ol style="list-style-type: none"> 1. Identify risk exposures for which insurance can and cannot be obtained including associated financial impact. 2. Identify steps that must be taken to monitor and protect insurance coverage. 3. Benchmark risk management response and insurance coverage options with peer technical colleges. 	Communicate with insurance carriers on evolving campus issues.	Assess actual risk/insurance claim issues.
9. Medical Services	<ol style="list-style-type: none"> 1. Standard precautions in place 2. Respiratory protection equipment in place. 3. In-service training for avian flu. 4. Monitor Health Care workers and students. 5. Essential personnel (see appendix A) receive fit test and training on respiratory protection from ICC. 6. Policy on transporting individual to hospitals. 	<ol style="list-style-type: none"> 1. Communicate with family of suspected cases and explain procedure. 2. Initiate referral contacts based on strength of patient presentation. 3. Update Incident Commander. 4. Initiate pre-event counseling for essential personnel. 5. Initiate poster, e-mail campaign on self-protection. 6. Essential personnel (see appendix A) receive respirators from ICC. 	<ol style="list-style-type: none"> 1. Locating people contact by patient. 2. Arrange for screening of people who have had contact. 3. Arrange for counseling services.

<p>10. Computing and Telecommunications</p>	<ol style="list-style-type: none"> 1. Assess supplemental telecomm./computing hardware/software needs: <ul style="list-style-type: none"> • Student Services • Public Relations • Counseling • Human Resources • Telecommunications • Infection Control 2. Assess needs for webpage support. 3. Develop plan for adding volunteers to public e-mail addresses. 4. Develop plan for distributing telephone calls to homes or phone banks. 	<p>Purchase/contract for supplemental telecommunications/computing hardware/software needs.</p>	<ol style="list-style-type: none"> 1. 1. Add additional phone lines to EOC and functional groups. 2. Publish messages from Public Relations on a periodic basis on OTC's webpage. 3. Assist with e-mail message distribution 4. Set up podium and microphones for media center. 5. Provide guidance for forwarding phones and setting up "bounce messages."
<p>11. Human Relations</p>	<ol style="list-style-type: none"> 1. Identify essential personnel. (see appendix A) 2. Monitor faculty & staff travelers entering from effected regions. 3. Prepare a call-off policy. 4. Identify personnel available for telephone support work. 	<p>Same as Level 1</p>	<ol style="list-style-type: none"> 6. Activate call-off policy.

Appendix A

Essential Personnel have been defined by the Infection Control and Pandemic Planning Committee as:

President:	Dr. Dawn Cartee
Vice President:	Dr. Gary Norsworthy
Directors of Instruction:	John Groover Mike Burrell Diana Girtman
Human Resource Director:	Steve Miller
Nursing Staff:	Debbie King Cheri Wagner
Daycare Employees:	Julia Strickland, Director Brenda Cooper, Assistant Director Earline Sharpe, Food Tech Skie Hollingsworth, Lead Teacher, Infants Emily Siggers, Assistant Teacher, Infants Geraldine Smith, Lead Teacher, Ones Jessica Williams, Assistant Teacher, Ones Sherry Hendley, Lead Teacher, Twos Thelma Tippins, Assistant Teacher, Twos Cynthia Davis, Lead Teacher, Threes Mary Godfrey, Assistant Teacher, Threes Rebecca Brown, Lead Teacher, Pre-K Kimberly Versakas, Assistant Teacher, Pre-K Mildred Allen, Parttime Vacant, Parttime Kristin Buie, Part-time

Infection Control Committee:
(not included in above)

Carolyn Holmes, Substitute Teacher
Alicia Cartee, Substitute Teacher
Chyrle Collins
Steve McNure
Marilyn Turner
Connie Hendrix
Buddy Sapp
Anthony Pisacano

Wildlife & Plantation:
Veterinary Technology:

David Lavendar
Dr. Janice Grumbles
Billy Walker

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