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**(Name of Jurisdiction)**

**Emergency Operations Plan (EOP)**

**ESF 8 Annex**

**CPG 101 Template 2019**

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2019

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# ESF Coordinator and Support Agencies

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| **ESF Coordinator**  | **Support Agencies**  |
| (County Public Health Officer)**Primary Agency**(County Public Health Department)  |  (Healthcare Coalitions)(Medical Reserve Teams)(CERT Teams)(EMS Services)(Local Hospitals)(Behavioral Health Services)(Georgia Funeral Directors Association)(Local Funeral Homes)(Georgia Coroners Association)(County Coroner/Medical Examiner)(Special Needs Organizations)(Crisis Counseling Organizations)(American Red Cross) |

# Introduction

## Purpose

1. To coordinate the provision of services, equipment, and supplies to support emergency operations; as well as approval and acquisition of equipment and supplies not available through normal purchasing channels and ordering time frames.
2. To delineate procedures for the identifying, recording, transporting, sheltering and caring for persons requiring special needs in anticipation of, or during an emergency or disaster.
3. To coordinate the Department of Behavioral Health and Developmental Disabilities (DBHDD) response to the medical needs associated with mental health, behavioral health, substance dependency and the mental well-being of both survivors of disasters and the personnel involved in disaster response.
4. To provide emergency health and medical service resources (including transportation and mental health) for the people of (Name of Jurisdiction).
5. To provide for the coordination and use of all emergency medical facilities, personnel, and equipment in the county during an emergency or a disaster situation and employ mutual aid assets as required.
6. To provide a trained and well-equipped emergency medical service organization whose duties are to locate, provide basic and advanced life support, and transport patients to hospitals or other designated health care facilities.
7. To meet the basic human needs of persons experiencing extreme emotional and/or /psychological stress in an emergency/disaster situation.
8. To maintain all records and tracking systems in accordance with the Health Insurance Portability and Accountability Act (HIPAA) and Protected Health Information (PHI).
9. To coordinate veterinary medical support processes and procedures with ESF 11 Agriculture.

##  Scope

An event response with public health implications will include coordinating multiple agencies and resources. Partner agencies include government entities, volunteer agencies, non-government organizations, and private industry.

ESF 8 is structured to oversee public health and medical needs, including emergency medical personnel, facilities, vehicles, equipment and supplies for victims, including people with special needs. ESF 8 supports the following functional response areas:

1. Medical Services
	1. Maintain routine and emergency healthcare services.
	2. Provide augmentation of public health and medical personnel.
	3. Provide coordination and support of patient care to include those in shelters.
2. Emergency Medical Services
	1. Provide medical patient evacuation, to include functional and access needs.
3. Public Health
	1. Conduct assessment of local public health needs before, during and after a major event or disaster.
	2. Assist with coordinating agriculture related public health and medical resources.
	3. Provide subject matter expertise in all-hazards public health and medical consultation, technical assistance and support.
	4. Coordinate Strategic National Stockpile (SNS) operations within the county.
4. Behavioral Health
	1. Provide/coordinate behavioral health and crisis counseling coordination .
5. Deceased Identification and Mortuary Services
	1. Conduct/coordinate mortuary and final services.
	2. Coordinate mass fatality planning and support.
	3. Provide victim identification coordination and family assistance.
	4. Provide guidance and resource coordination for victim remains recovery, tracking, decontamination and displacement.

# Concept of Operations

## General Concept

During an emergency or disaster, the ESF 8 Public Health Coordinator will serve as the principle point of contact for operations associated with ESF 8 Public Health. The ESF Coordinator will oversee all ESF 8 Public Health operations and report to the Emergency Management Agency (EMA). If a disaster warrants Emergency Operations Center (EOC) activation, some or all of ESF 8 Public Health personnel may be activated. The scope, scale, and magnitude of the threat/incident will dictate which support agencies that will be requested for operations in the EOC.

The ESF 8 Public Health Coordinator is responsible for the coordination of all elements of Public Health and Medical Services into a functional emergency response organization that effectively supports the needs of (Name of Jurisdiction) during an emergency.

(Primary EMS Agency) holds the countywide contract to provide emergency medical services to (Name of Jurisdiction) citizens. (Supporting EMS Agencies) assists (Primary EMS Agency) in the transporting of citizens in (Name of Jurisdiction) to the hospital.

The Coroner has overall responsibility for care, identification, and disposition of human remains within (Name of Jurisdiction). The organizations assisting the Coroner in the recovery, identification, and ultimate disposition of those remains are specifically to support the Coroner in meeting these responsibilities.

## ESF Responsibilities

### General

1. Maintain liaison with the County EOC.
2. Coordinate emergency information for public release through ESF 15.
3. Participate in planning meetings and exercises.
4. Ensure that all team members or support agencies maintain appropriate records of costs incurred during the event.

### Pre-Event Phase

**All Sections**

1. Maintain normal day-to-day operations.
2. Develop a plan for manpower to sustain operations for multiple operational periods.
3. Develop plans and procedures, organize personnel, and maintain a readiness posture, in coordination with the EMA.
4. Identify, train, and assign personnel to maintain contact with and prepare to execute missions in support of ESF-8.
5. Establish a directory of health and medical resources.
6. Develop mutual support relationships with professional associations and other private services and volunteer organizations that may assist during an emergency or disaster.
7. Plan for the continuity of health and medical services, in conjunction with the EMA, American Red Cross, Community Mental Health agency and Rehabilitation Services office.
8. Consider all needs such as persons with physical disabilities, special medical needs, communication disabilities, elderly persons, and non-English speakers in the planning process.
9. Develop communications procedures during a disaster, in coordination with ESF-2.
10. Assist in the development and conduct of training exercises.

**Medical Services**

1. Identify and coordinate the deployment of doctors, nurses, technicians and other medical personnel to disaster areas.
2. Maintain inventory lists of medical supplies, equipment, licensed ambulance services, hospitals, clinics, and medical units.
3. Plan for establishment of staging areas for medical personnel, equipment, and supplies.
4. Develop and maintain plans to implement SNS operations in (Name of Jurisdiction).
5. Plan for establishment of alternate care sites.
6. Develop and maintain a medical service resource list to include equipment and personnel.
7. Request Disaster Medical Assistance Team (DMAT), through EMA Director to GEMA/HS, when applicable.

**Emergency Medical Services**

1. Develop emergency transport procedures to include special needs and special medical needs population.
2. Maintain an EMS resource list to include personnel and equipment.
3. Develop and maintain a capability for the transportation and treatment of personnel contaminated by or exposed to hazardous material.

**Public Health**

1. Develop procedures to protect the public from communicable diseases and contamination of food, water, and drug supplies.
2. Identify and contact special needs populous and assisted living facilities to coordinate assistance and conduct needs assessments.
3. Notify EMA of planning limitations regarding evacuation and core individuals with special needs.
4. Identify laboratory testing facilities.

**Behavioral Health**

1. Develop procedures for rapidly providing assistance to individuals and families, to include organizing and training rapidly deployable crisis counseling and other behavioral health teams.
2. Plan to provide crisis counseling in accordance with (Name of Jurisdiction) Mental Health Clinic plans and procedures.
3. Develop procedures for evacuation of mental patients.

**Deceased Identification and Mortuary Services**

1. Coordinate Emergency Mortuary Service planning and training activities.
2. Maintain coordination with Georgia Department of Public Health (GDPH), Georgia Funeral Directors Association, the EMA Director, and local emergency mortuary services.
3. Locate and establish suitable facilities for emergency morgues. Develop plans for activation of morgues, procedures for disposition of unidentified remains, including mass burial.
4. Develop plans for location, identification, removal, and disposition of the deceased.
5. Identify agencies, organizations, and individuals capable of providing support services for deceased identification including Georgia Mortician’s Association and Georgia Coroners Association.
6. Maintain liaison between Coroner and Funeral Homes.
7. Provide guidance to Funeral Homes for development and maintenance of plans and procedures which support emergency mortuary requirements.
8. Identify technical personnel and equipment requirements for emergency morgue operations from Funeral Homes or other private sources.
9. Coordinate with Georgia Funeral Directors Association to provide technical training for emergency mortuary planning.

### Response Phase

**All Sections**

1. Activate the ESF upon the request of the EMA Director or designee.
2. Coordinate with other agencies, departments, Voluntary Organizations Active in Disaster (VOAD), and the private sector, as required, to provide health and medical resources, services and personnel to support response activities.
3. Coordinate resource requests through the County EOC.

**Medical Services**

1. Identify hospital and nursing home vacancies, in conjunction with the GA Hospital Association and other appropriate organizations, to coordinate patient relocation, including the sick, injured, elderly, handicapped, and those with special medical needs; and establishment of emergency medical care centers.
2. Coordinate the staging and delivery of medical personnel, equipment, pharmaceuticals, and supplies.
3. Implement Strategic National Stockpile operations, as needed, in coordination with the GADPH.
4. Coordinate treatment for mass casualties in accordance with established plans and procedures.
5. Provide treatment for personnel exposed to or contaminated by hazardous material.
6. Assign medical personnel to shelters as required.

**Emergency Medical Services**

1. Coordinate the delivery of emergency medical and rescue services.
2. Perform ambulance service, basic, and advanced life support duties as needed.
3. Perform triage and prioritize assignments.
4. Evaluate and report all available information concerning the nature and extent of trauma and injuries in the affected areas to ESF 8 Public Health Coordinator and appropriate healthcare facilities.
5. Provide transportation and treatment for personnel exposed to or contaminated by hazardous materials in conjunction with the hospital and the County EOC.
6. Assist with transportation of special needs population.

**Public Health – (Name of Jurisdiction) Health Department**

1. Coordinate and manage the public health and sanitation services.
2. Determine the need for health surveillance programs throughout (Name of Jurisdiction).
3. Issue Public Health Notices in coordination with ESF-15, as necessary.
4. Coordinate with county and municipal water and sewer departments to assist in inspection of potable water and sewage disposal, in addition to supporting emergency water and sewer requirements.
5. Maintain official death records in accordance with state law.
6. Coordinate support for emergency mortuary service.

**Behavioral Health**

1. Manage psychological assistance, crisis counseling and mental health assistance under the direction of (Name of Jurisdiction) Mental Health Center.
2. Coordinate for the provision of psychological first aid and recovery services to individuals, families, and communities.
3. Activate the mental health disaster plan upon notification by the EMA Director.
4. Staff crisis counseling sites.

**Deceased Identification and Mortuary Services**

1. Coordinate emergency mortuary operations, perform functions of the Coroner’s Office in accordance with established law, and establish emergency morgues.
2. Initiate the notification of Deceased Identification Teams.
3. Maintain victim identification and death records.
4. When required, coordinate with the EMA Director to request Disaster Mortuary Operational Response Team (DMORT) through GEMA/HS.
5. When required, coordinate the procurement of an appropriate location and/or facility for DMORT.
6. Coordinate next-of-kin notification.

### Recovery Phase

**All Sections**

Continue service assistance throughout Re-Entry and until all health and medical issues are resolved.

**Medical Services**

1. Assist with restoration of essential health and medical care systems.
2. Assist with restoration of permanent medical facilities to operational status.
3. Support emergency services infrastructure as required.

**Emergency Medical Services**

1. Continue to provide ambulance service including basic and advanced life support in the affected area(s) until conditions return to normal.
2. Assist with other emergency functions when feasible.

**Public Health – (Name of Jurisdiction) Health Department**

1. Continue coordination with agencies and organizations caring for people with special needs for return to assisted living facilities or relocation.
2. Maintain environmental and epidemiology surveillance.
3. Continue long-term emergency environmental activities.

**Behavioral Health – (Name of Jurisdiction) Mental Health**

1. Coordinate the management of continuous mental health, crisis counseling and recovery services, and substance abuse assistance to individuals and families.
2. Maintain a list of mental health staff on alert as required.
3. Continue to ensure case finding activities and referrals of individuals requiring crisis counseling to an appropriate site.
4. Continue to ensure staffing of mental health emergency stations.

**Deceased Identification and Mortuary Services**

1. Continue the operations necessary for the identification and disposition of the deceased and their personal effects.
2. Direct the disposition of unidentified remains to include mass burial as required.
3. Receive the required death reports.
4. Provide a final fatality report to the EMA Director.

### Plan Activation

When an ESF 8 Public Health or a support agency is made aware of a threat or incident requiring the activation of this Annex, they will contact the Emergency Operations Center with all pertinent information.

When activated, the (Primary Agency Name) with assistance from supporting departments and agencies, assesses and responds to requests for assistance with management, maintenance, planning and technical support of public health and medical operations.

During activation the ESF 8 Public Health Coordinator serves as the point of contact for requests for ESF 8 Public Health-related assistance that are received by the County EOC. The ESF 8 Public Health Coordinator then ensures mission assignment completion through direct support or by delegation to the appropriate support agency.

# Organization and Assignment of Responsibilities

The ESF 8 Public Health Coordinator is the (Primary Agency Position).

Within the County EOC, the ESF 8 Public Health Coordinator will serve a dual role as the ESF 8 Public Health Coordinator and the Primary Agency Emergency Coordinator for resource requests and deployments.

## ESF Coordinator

ESF 8 Coordinator will ensure the following:

* Designate Primary and Alternate Emergency Coordinators. The designees shall represent the agency in an emergency or disaster and provide operational support in the EOC when requested.
* Sustain operational readiness through regular contact with primary and support agencies.
* Coordinates all planning, preparedness, response and recovery activities regarding Public Health and medical operations
* Lead planning meetings and participate in exercises.
* Develop Standard Operating Guides (SOGs) to support emergency and disaster operations.
* Develop, maintain, and distribute this Annex.
* Coordinate with EMA Director, or designee, for training of staff that support ESF 8 Public Health.
* Coordinate operational support for ESF 8 Public Health support agencies.
* Act as the principle source of information for health related threats or incidents.
* Identify, procure, prioritize, and track public health, medical and behavioral health resources that are requested or are utilized for emergency or disaster operations.
* Act as a liaison between ESF 8 Public Health and ESF 15 External Affairs.
* Conduct initial assessment of health and medical needs.
* Establish, as needed, active and passive surveillance systems.
* Provides updates on the status of ESF 8 Public Health mission assignments to ESF 5 Emergency Management, and other entities external to 8 Public Health.
* Generates information to be used in briefings, Situation Reports, and Incident Action Plans.
* Coordinate the development of a logistical framework to support recovery operations.
* Identify, locate, and if necessary, recruit personnel to support incident operations after coordination.
* Identify medical facilities and their capabilities to provide care for the sick, injured, elderly, handicapped, and those with special medical needs during a disaster.
* Assist health care facilities (i.e. hospitals, nursing homes, youth and adult medical care facilities) in developing patient reduction, evacuation, and relocation procedures.

## Primary Agency Assignment of Responsibilities

* Prepares Public Health plans and coordinates preparedness, response, recovery, and mitigation activities.
* Conducts regular ESF 8 Public Health meetings and conference calls.
* Maintains ongoing contact with ESF 8 Public Health primary and support agencies.
* Ensures that ESF 8 Public Health Primary and Support Emergency Coordinators maintain operational readiness by taking required training courses.
* Directs requests for assistance to the appropriate ESF 8 Public Health support agencies.
* Directs unmet requests for assistance to ESF 5 Emergency Management.
* Coordinates and conducts comprehensive disaster planning. Coordinates and facilitates training and exercises for ESF 8-specific plans.
* Conducts inspection and monitoring of, and provides guidance and education for:
	+ Sanitation measures.
	+ Food safety and security.
	+ Shelters.
	+ Potable water and wastewater
	+ Solid waste disposal.
* Conducts chemical health hazard analysis
* Provides Vital Records surge support.
* Coordinates public health and medical information management, in conjunction with ESF 15.
* Develop plans and procedures for the maintenance of official death records in mass fatality situations.
* Develop emergency immunization procedures.

##  Support Agency Assignment of Responsibilities

**(Medical Services Support Agency)**

* Coordinate the development and/or revision of Health and Medical Services plans and procedures.
* Develop procedures to monitor health information and records of persons being evacuated or relocated.
* Develop and maintain a capability for treatment of personnel exposed to or contaminated by radioactive material.
* Set criteria to support request of DMAT.
* List associated duties.

**(Emergency Medical Services Support Agency)**

* Develop and maintain plans and procedures, including priority of support, for providing ambulance service during a disaster.
* Maintain a training program for ambulance service personnel.
* Identify, train, and assign personnel to triage, mass casualty, and mass fatality operations.
* Develop procedures and train personnel in Hazardous Materials response.
* Establish EMS protocols with area hospitals.
* List associated duties.

**(Behavioral Health Support Agency)**

* List associated duties.

**(Deceased Identification and Mortuary Services Support Agency)**

* Establish a system for collecting and disseminating information regarding victims with the operational capability to deliver the information in a field environment, in coordination with ESF-15.
* Develop a procedure to manage death records.
* Develop death notification procedures.
* Develop a Deceased Identification Team.
* Develop and maintain a Mass Fatality Plan.
* List associated duties.

**(Support Agency)**

* List associated duties.

# Direction, Control, and Coordination

## Information Collection and Dissemination

ESF 8 Public Health will report all activities to the ESF 5 Emergency Management Situation Unit for inclusion in the development of Incident Action Plans and Situational Reports. All public information reports regarding ESF 8 Public Health activity will be coordinated with ESF 15 External Affairs.

In addition to the EOC, ESF 8 Public Health may provide personnel to field operations established in (Name of Jurisdiction), including but not limited to: Joint Field Offices (JFO), Joint Information Centers (JIC), Disaster Recovery Centers and any other incident facility established to meet operational demands for each particular incident requiring the activation of the EOP.

## Communications

The ESF 5 Emergency Management Planning Section will provide planning assistance to all ESFs listed in the EOP. All ESFs will strive to develop operationally ready SOGs for inclusion in the EOP. ESF 8 Public Health will meet as necessary to develop, review and refine SOGs that discuss specific operational processes and procedures.

## Administration, Finance, and Logistics

In conjunction with ESF 7 Resource Support, ESF 8 Public Health will develop, review, refine and maintain lists of all resources currently available and under the control of the primary or support agencies listed in this plan. The development of these lists may be completed by several organizations and professional groups, which currently operate within this ESF. These resource lists should be compliant with the resource typing standards outlined in the National Incident Management System.

Resource requirements will be primarily determined by Incident Commanders, working with the EOC. Resource requests flow from the Incident Commander to the EOC, and may be forwarded to the State Operations Center (or through the GEMA/HS Field Coordinator) as required. Existing local resources, intrastate mutual aid, donations, VOAD and Non-Governmental Organizations (NGO) provide the initial source of personnel, vehicles, equipment, supplies and services to fulfill resource requests.

# Plan Development and Maintenance

## Development and Maintenance

ESF Annexes will be updated as required and when events or exercises identify a needed change. All other maintenance will be conducted in accordance with the base plan.

# Authorities and References

(This section should describe the legal basis for emergency operations and contain references to important documents the plan supports, such as the jurisdiction-level emergency operations plan. The following is sample language.)

## Legal Authority

### Refer to Base Plan for Federal and State Authorities.

### Local

1. Insert applicable local ordinances.

## References

### Refer to Base Plan for Federal and State References.

### Local

1. Insert applicable local references.

### Volunteer

1. Insert applicable local volunteer references and agreements.