



# ANNEX H

## HEALTH AND MEDICAL SERVICES

## **PROMULGATION STATEMENT**

Annex H: Health and Medical Services, and contents within, is a guide to how the University conducts a response specific to an infectious disease or food borne illness incident. The Annex is written in support of the Texas A&M University (TAMU) Emergency Operations Plan (EOP) and shall be considered an interactive support document to the EOP.

## **APPROVAL AND IMPLEMENTATION**

for annex

for Safety and Security shall be responsible

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Student Health Services

Environmental Health and Safety

Facilities Services (SSC Service Solutions)

Division of Human Resources and Organizational Effectiveness

TAMU IT

University Dining (Chartwells)

Division of Student Affairs

### Situation Overview

An infectious disease is any medical illness that is caused by microscopic organisms or their toxins. Invading microorganisms include viruses, fungi, bacteria, and parasites.

Sources of infection include: air, water, food, contact with an infected person or animal, and insects.

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### Planning Assumptions

dependent upon whether the disease is communicable or life threatening. The university must contend with infectious disease outbreaks that threaten its students, faculty, staff, and/or visitors. Advanced planning for critical operations and coordinated response is essential to assuring an immediate and effective response to and recovery from an infectious disease outbreak. During such incidents, general guidelines, situations, and assumptions may apply, as enumerated in the Texas A&M University EOP (Section I: Purpose, Scope, Situation, and Assumptions). Assumptions specific to this annex are:

Emergency response efforts such as standing up the CEOC, activating emergency support functions, etc., may not be appropriate or effective in dealing with an outbreak. A more appropriate response may be to bring together a small multi-disciplinary group of University officials with health and medical stakeholders to work together over time to resolve the outbreak.

Most infectious disease emergencies follow some recognizable build-up period in which actions may be taken to achieve an appropriate state of readiness.

Infectious disease outbreaks may be “*asymmetrical*” in that time of the outbreak may be days to weeks, even months with no clear-cut geographical boundaries.

Response situations may be “*symmetrical*” in that they are limited by time and space. Time is defined in hours or days and space is usually confined to a specific geographic area.

A communicable biological threat (man-made or natural) can occur in any season or any location, with or without advance notice.

Most outbreaks will be dealt with under the Advanced Reathuvanth









### Advanced Readiness Levels

These levels are a guide to increasing readiness to be used as a means of delineating the university alert posture during an infectious disease incident.

#### Level 4 (Lowest Readiness Level)

\_\_\_\_\_ situation that causes a higher degree of readiness than is normally present. Employees should review emergency \_\_\_\_\_ the suspected case(s) of infectious disease.

#### Level 3

\_\_\_\_\_ situation, which presents a greater property. This level includes situations of multiple cases of probable or confirmed non-life threatening \_\_\_\_\_ the international or national outbreak of infectious disease.

#### Level 2

\_\_\_\_\_ *signify hazardous conditions in which there is the potential and probability of causing loss of life.* This Level will include confirmed cases and/or clusters of life threatening infectious disease in the State or an adjacent jurisdiction. This level may warrant activation of the Infectious Disease Response Team (IDRT) and designated CEOC personnel should be placed on standby. CEOC activation may be imminent.

#### Level 1 (Highest Readiness Level)

This Level denotes multiple confirmed cases of a life threatening infectious disease or a widespread outbreak of non-life threatening cases of a food borne illness. This is a level where campus resources are expected to be or have been exhausted. Departments will activate emergency personnel and respond to the situation, the CEOC may be activated, and non-essential services may be suspended.

### Health and Medical Services Annex Activation

The Environmental Health and Safety, Office of BioSafety, or Student Health Services in collaboration with the Office of Safety and Security and executive management will determine the need to activate the TAMU EOP and contents within, to support a public health incident.



### Non-Emergency External Communications

Generally, the Division of Marketing and Communications will work closely with University Offices to determine the appropriate target audience, communication materials and marketing strategy, and stakeholder collaboration and coordination.

## ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Organization

Upon implementation of the Health and Medical Services Annex, Texas A&M University departments and agencies will provide designated personnel as outlined in this annex. Response teams may be activated; team members may be relieved of all other duties, with the assigned emergency response duty becoming their primary responsibility during the incident.

For all infectious disease incidents occurring on campus property. The Brazos County Health Department has regulatory authority and responsibility, and will investigate all suspected and confirmed infectious disease cases in coordination with SHS. The response may require the assistance of outside agencies or other emergency response organizations.

The TAMU EOP, Section III: Organization and Assignment of Responsibilities; along with the following specific guidelines will assist in staff duties during an infectious disease outbreak.

### University Position Roles and Expected Actions

Upon learning of an incident involving university facilities, students, faculty, staff, or events, the University Leadership will utilize the following position roles and expected actions as guidelines to implement:

#### Infectious Disease Response Team (IDRT)

- In the event of a suspected infectious disease incident or a national/international level threat, Advanced Readiness Levels 2-4 will activate the IDRT. Examine current University policies, plans, procedures, and guidelines as they relate to the incident in question.
- Provide technical expertise to assist the University President and Assistant Vice President for Safety and Security in tailoring a coordinated response.
- Support the collaborative efforts and communication flow between the University, Brazos County Health Department, and the Department of State Health Services as the situation warrants.
- Ensure that information regarding a potential infectious disease case will flow through pre-existing lines of communication.

- internal communication and notification related to the outbreak, with guidance and support of Marketing and Communications.
- A collective communication and coordinated effort will most likely occur to address the need to inform not only the University (ly.53 67 7792 reW\*nBT/TT0 11.l8 (n)-

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- If the CEOC is activated, report to the primary location unless notified otherwise.

### University Police Department

- Investigate any incident that could involve criminal acts.
- Support the efforts of Brazos County Health Department, Texas Department of State Health Services, or IDRT as appropriate.
- If the CEOC is activated, report to the primary location unless notified otherwise.

### Student Health Services

- Promptly contact EHS and coordinate activities accordingly.
- Adhere to reporting requirements of illnesses as required by the Department of State Health Services

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- Provide guidance for absenteeism and leave policies
- Data collection of absenteeism information
- Support the efforts of Brazos County Health Department, Texas Department of State Health Services, or IDRT as appropriate.
- If the CEOC is activated, report to the primary location unless notified otherwise.

### TAMU IT

- Support telecommuting
- Support the efforts of Brazos County Health Department, Texas Department of State Health Services, or IDRT as appropriate.
- If the CEOC is activated, report to the primary location unless notified otherwise.

### University Dining (Chartwells)

- Support efforts for feeding of isolated / quarantined on-campus students.
- Support the efforts of Brazos County Health Department, Texas Department of State Health Services, or IDRT as appropriate.
- If the CEOC is activated, report to the primary location unless notified otherwise.

### Division of Student Affairs

- Advise on planning to include student activities and events.
- Support the efforts of Brazos County Health Department, Texas Department of State Health Services, or IDRT as appropriate.
- If the CEOC is activated, report to the primary location unless notified otherwise.

## **DIRECTION, CONTROL, AND COORDINATION**

Local, regional, or state public health agencies most often have the professionals and expertise to conduct an appropriate investigation. The University will support the health and medical operational priorities that include:

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Allocate appropriate University resources to support the surveillance, investigation and intervention necessary to control the outbreak

Maintain business continuity in University operations

General departmental actions are detailed in the appropriate sections of these guidelines; however, it is acknowledged that infectious disease or food borne incidents are unique occurrences, which require specific actions dependent upon the type, nature, and extent of the emergency. In this regard, this document is not all-inclusive, nor does it limit or restrict reasonable or prudent actions.

### **ADMINISTRATION, FINANCE, AND LOGISTICS**

Refer to TAMU EOP, Section V: Administration, Finance, and Logistics

### **ANNEX DEVELOPMENT AND MAINTENANCE**

The Health and Medical Services Annex utilizes existing program expertise and personnel to provide prevention, protection, mitigation, preparedness, response, and recovery efforts of post incident consequences.

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**RECORD OF CHANGE**

<b>CHANGE NUMBER</b>	<b>DATE OF CHANGE</b>	<b>DESCRIPTION OF CHANGE</b>	<b>CHANGE MADE BY:</b>
1	8/16/16	Minor grammatical changes. Adjustments made to reflect departmental name changes and title changes.	Martinez