

POSITION #4, TITLE: LOCAL INFECTIOUS DISEASE COORDINATOR

Direct Supervisor: Appointed by Board of Health

Mission: Responsible for planning and managing an infectious disease emergency.

Qualifications: May be the Health Agent or any other person with Public Health or Medical background.

POSITION RESPONSIBILITIES

Pre Emergency

- Provide training in emergency response for all personnel who would be involved in responding to an infectious disease emergency.
- Ensure that local infectious disease plan is developed either as an annex or supplement to the community's existing All Hazards Emergency Operation Plan.
- Identify gaps in local infrastructure and resources that, if not corrected in advance, may interfere with an effective response.
- Identify the number and location(s) of Emergency Dispensing Sites necessary to meet treatment needs of entire population of the community.
- Develop a "marketing strategy" to inform key government officials, legislators, and various stakeholders of the need to address and resolve these gaps in advance of an infectious disease emergency.
- Coordinate planning activities with bordering jurisdictions and unique populations.
- Review and modify the plan as needed on a periodic basis, at least annually.

Primary Responsibilities During Emergency

- Activate communications plan.
- Begin vaccine/pharmaceutical distribution if appropriate.
- Notify key government officials and legislators of the need for additional monetary resources (if not already available).
- Confer with Lead Medical Screener as needed (at each EDS).
- Begin heightened surveillance at area hospitals and clinics.
- Coordinate activities with neighboring jurisdictions.
- Interface with appropriate counterparts at state level.
- Brief incoming shift replacement

Post Emergency

- Review the response to the emergency.
- Identify any aspects of the emergency response detailed in the IDEP that were inadequate..
- Amend IDEP to reflect response lessons.