

University of Louisville Avian Influenza Response

- Level 1 Activated upon the first confirmed case of human Avian Flu in the United States, Mexico and/or Canada
- Level 2 Activated when a suspected case of human Avian Flu is found on UofL campus
- Level 3 Activated when a case of human Avian Flu is confirmed on UofL campus
- Level 4 Activated when the number of human cases of Avian Flu at UofL exceeds XXX.
Only essential personnel should report to work. (To be determined prior to acceptance)
Tasks of setting up morgue and contacting coroner need to be discussed and assigned.

Incident Command

- Incident Commander Dr. Shirley Willihnganz (Executive VP and University Provost) or Dr. Larry Cook (Exec VP for Health Affairs)
- IC Support Team Dr. Rick Clover, Dr. Phil Bressoud, Larry Owsley, Cheri Hildreth, and Dennis Sullivan

Action Implementation

Groups	Level 1	Level 2 (in addition to Level 1 actions)	Level 3 (in addition to Level 2 actions)	Level 4 (in addition to Level 3 actions)
Assessment Team IC, IC Support Team and Communications and Marketing,	1. Monitor national situation 2. Develop media strategy 3. Communicate with housing and dining services for planning 4. Develop a list of essential personnel 5. Develop a point of distribution for	1. Receive Respirators and respiratory protection training. 2. 3. 4. 5.	1. Activate the Emergency Operations Center 2. Coordinate all actions with Louisville Metro EOC 3. 4. 5.	1. 2. 3. 4. 5.

	vaccines/prophylaxis			
Groups	Level 1	Level 2 (in addition to Level actions)	Level 3 (in addition to Level 2 actions)	Level 4 (in addition to Level 3 actions)
IC and IC Support Group	<ol style="list-style-type: none"> 1. Meet and coordinate with Louisville Metro Public Health Officials 2. Communicate with other universities 3. Brief emergency operations group on regular basis 4. Formulate the plan for the University's response 5. Communicate with campus faculty, staff, students and parents 6. Update plans as appropriate 	<ol style="list-style-type: none"> 1. Notify housing and dining services of numbers that may need to be isolated 2. Continue communication with campus community 3. Initiate poster, email campaign for self-protection 4. Consider cancellation of public functions and athletic events. 5. 	<ol style="list-style-type: none"> 1. Consider closing buildings frequent by infected person 2. Implement emergency action plan 3. Ensure that all functional groups have appropriate staffing (ESF#1-ESF#12) 4. 5. 	<ol style="list-style-type: none"> 1. Order quarantine of buildings 2. 3. 4. 5.
DPS	<ol style="list-style-type: none"> 1. Train police, security, parking and dispatchers on Avian Flu 2. Determine if police should be used to transport suspected victims to hosp 3. Alert Student Health if encountering individuals with flu-like symptoms 4. 	<ol style="list-style-type: none"> 1. Receive respirator training and respirators 2. Implement policy on transporting individuals to hospital 3. 4. 5. 	<ol style="list-style-type: none"> 1. Secure buildings as directed by IC 2. Post signage 3. 4. 5. 	<ol style="list-style-type: none"> 1. Secure all buildings 2. Deny entry or exit as directed by the IC 3. 4. 5.

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Physical Plant	<ol style="list-style-type: none"> 1. Prepare plan to shut down ventilation systems on buildings on an individual or entire campus basis. 2. Increase the distribution of hand sanitizers by custodial staff 3. 4. 5. 	<ol style="list-style-type: none"> 1. Receive respirator training and respirators 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Shut down ventilation systems as instructed by the IC. 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Shut off utilities to buildings as instructed by the IC. 2. 3. 4. 5.
DEHS	<ol style="list-style-type: none"> 1. Assess respiratory protection plan and resources. 2. Obtain additional N 95 respirators 	<ol style="list-style-type: none"> 1. Arrange for medical waste collection and disposal 2. Receive respirator training and respirators 3. Stockpile NC-95 filtering masks 4. 5. 	<ol style="list-style-type: none"> 1. Notify Building Emergency Action Coordinators 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Notify Building Emergency Action Coordinators 2. Assist Health Care centers 3. 4. 5.
President and Provost Executive Management	<ol style="list-style-type: none"> 1. Follow US Gov guidelines on foreign travel 2. Develop policy for suspension of classes due to avian flu 3. 4. 5. 	<ol style="list-style-type: none"> 1. Recommendation not to travel to affected countries/regions. 2. Receive respirator training and respirators 3. 4. 5. 	<ol style="list-style-type: none"> 1. Evaluate information on institutional effects and set response priorities as appropriate. 2. Authorize temporary suspension of classes. 3. Family notification of ill students, faculty or staff 4. 	<ol style="list-style-type: none"> 1. Family notifications of fatalities 2. 3. 4. 5.

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Communications and Marketing	<ol style="list-style-type: none"> 1. Draft internal and external bulletins and announcements 2. Obtain IC and IC support Team approval and disseminate. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Write and record updates through usual campus channels 2. Receive respirator training and respirators 3. 4. 5. 	<ol style="list-style-type: none"> 1. Organize phone banks. 2. Establish a Media Relations Center Remote from the EOC. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5.
Building Emergency Coordinators	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Receive respirator training and respirators 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Watch U of L web page for information and disseminate to floor leaders. 2. Remains available for further instructions as events unfold. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5.
Housing	<ol style="list-style-type: none"> 1. Formulate plans for quarantine of students. 2. Initiate influenza awareness training for RA's 3. Report suspicious illnesses to the Student Health 4. 5. 	<ol style="list-style-type: none"> 1. Set up a clearing house for dining and housing (ESF6 and ESF11) 2. Implement an emergency phone number for Avian Flu issues 3. Receive respirator training and respirators 4. Identify needs for any student in quarantine 5. 	<ol style="list-style-type: none"> 1. Activate plans to quarantine students in conjunction with Health Department guidance 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5.

Chartwells Food Service	<ol style="list-style-type: none"> 1. Formulate plans for alternate dining services for students and staff. 2. Ensure food delivery process will not be affected 3. Consider stockpiling food 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Implement feeding plan 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5.
Risk Management	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4.
Student Health	<ol style="list-style-type: none"> 1. Post sign that patient that have flu like symptoms and have been out of the country should notify student health immediately. 2. Isolate exam rooms of patients with flu-like symptoms. 3. Respiratory protection equipment available. 4. In-service training for staff. 5. Follow local guidance for evaluation and 	<ol style="list-style-type: none"> 1. Isolate suspected cases. 2. Notify Public Health and CDC. 3. Notify the IC and/or IC support group. 4. Receive respirator training and respirators 5. Initiate vaccination or prophylaxis as appropriate 	<ol style="list-style-type: none"> 1. Isolate victim in Student Health. 2. Locate people who had been in contact with patient. 3. Arrange for counseling 4. Arrange a screening for those who came in contact of the patient. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5.

	<p>treatment.</p> <p>6. Monitor health care workers.</p> <p>7. Develop and implement hand washing campaign</p>			
Information Technology	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Arrange for an emergency telephone line for Avian Flu issues 2. Update U of L Web Page as instructed 3. 4. 5. 	<ol style="list-style-type: none"> 1. Arrange for additional telephones 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5.
Student Life	<ol style="list-style-type: none"> 1. Monitor students traveling in affected region 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Receive respirator training and respirators 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Assist with location of students if quarantined 2. Identify student events where confirmed patients have attended. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5.
Human Resources	<ol style="list-style-type: none"> 1. Monitor faculty/staff traveling in affected region. 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. Assist with location of students if quarantined 2. 3. 4. 5. 	<ol style="list-style-type: none"> 1. 2. 3. 4. 5.