

HEALTH AND MEDICAL ANNEX

I. PURPOSE

This annex is intended to minimize the loss of life, subsequent disability, and human suffering by insuring that timely and coordinated public health services are provided to the City of Salem residents as needed due to a major natural, technical incident, or nuclear defense emergency.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. In the event of a national emergency, natural disaster, or a local disaster, wounded, disabled, and displaced persons will have to be provided with emergency care, mental health services and sanitation services.

B. Assumptions

1. It may be assumed that there may be complete or partial disruption of the public and private sewer disposal systems and public and private water supplies within the City of Salem. This disruption would create a definite public health hazard which would have to be eliminated to ensure public health safety.
2. It may be assumed that disaster victims and/or emergency services personnel who report to established shelters may be in need of triage and treatment of minor injuries.
3. It may be assumed that there may be displaced persons and emergency personnel who will have to be provided with a wholesome and unadulterated food supply, potable water and adequate basic emergency sanitation in established shelters.
4. It may be assumed that environmental conditions may exist which may be conducive to the spread of communicable disease. This may necessitate any of the following services:
 - A. Insect and rodent control.
 - B. Immunization services.
 - C. Isolation or quarantine procedures for cases of infectious

disease when indicated.

D. Epidemiological investigations.

5. It may be assumed that disaster victims, their families, and friends and/or personnel may be in need of mental health services to cope with the injury, death, and/or destruction caused by the disaster.
6. It may be that there may be a number of bodies, both human and animal which will have to be disposed of safely and immediately to protect the public health and safety of the citizens of Salem.
7. A large-scale emergency or disaster event would cause sufficient casualties and or fatalities to overwhelm local medical, health and mortuary services capabilities thus requiring maximum coordination and efficient use of these resources.
8. Public and private medical, health and mortuary services resources located in the jurisdiction will be available for use during disaster situations.
9. Large-scale emergencies and disaster threat situations (earthquakes, floods.ect.) May affect large areas of the jurisdiction, the State or other States requiring the use of mutual aid.
10. Public and private health and medical resources located in the jurisdiction generally will be available for use during disaster situations, but many of these resources, including human resources will themselves be impacted by the disaster.
11. Emergency measures to protect life and health during the first 12 to 24 hours after the disaster in all likelihood will be exclusively dependent upon local and area resources.
12. Resources available through area and regional medical, health, and mortuary services mutual aid agreements will be provided for use during the disaster situation.
13. It may be necessary to relocate hospital facilities under austere conditions to contingency field hospitals or to permanent or temporary buildings that will provide patients and medical staff adequate protection from the effects of the disaster.
14. Volunteers will come forward to help perform essential tasks, their

efforts must be anticipated and coordinated.

III. CONCEPT OF OPERATIONS

- A. The senior paramedic will establish a medical command post and triage at The disaster site (s). If there are more than one disaster site (s), location of command posts shall be identified to all responding agencies on the EMS radio frequency/Marion County 911 PSAP's located in Centralia and Salem.
- B. Marion County Health Department Administrator shall be responsible for coordinating health and medical response.
- C. Human Services will assist with stress management for responders and victims.
- D. Ambulance services will be the primary medical care and transport providers for the injured.
- E. The Marion County Coroner shall maintain a SOP for the identification, transportation and disposition of the deceased.
- F. Salem Township Hospital shall establish a holding and treatment area for the injured. Salem Township Hospital Emergency Operations Plan can be found in the Salem EOC Communications.
- G. Salem Township Hospital shall isolate, decontaminate and treat victims of hazardous chemical or infectious diseases as needed.
- H. Marion County Health Department shall identify hazards chemicals or infectious diseases, controlling their spread, and reporting their presence to the appropriate state or federal health or environmental authorities.
- I. The PIO will insure all health and medical advisories to the public, such as: emergency water supplies, waste disposal, mass feeding services, immunizations, disinfection, Etc.
- J. Salem Township Hospital maintains mutual agreements with other hospitals.

IV. ORGANIZATION AND ASSIGNMENT RESPONSIBILITIES

- A. Chief Executive Official (CEO)

1. Requires the Health and Medical Coordinator to send a representative to the EOC when notified of an emergency situation.
- B. Health and Medical Coordinator (upon activation, or upon declaration or imminent declaration of an emergency or disaster.)
1. Is assigned by Marion County Health Department.
 2. Reports to the EOC or other designated location as deemed appropriate; sends a representative to the EOC if unable to report in person.
 3. Rapidly assesses health and medical needs.
 4. Oversees and coordinates the activated health and medical organizations to assist their needs, helps them obtain resources and ensures that necessary services are provided.
 5. Ensures that emergency medical teams responding to a disaster site establish a medical command post.
 6. Coordinates with neighboring community health and medical organizations and with State and Federal officials on matters related to assistance from other jurisdictions including Federal assistance.
 7. Screens and coordinates with incoming groups such as Disaster Medical Assistance Teams (DMAT) as well as individual health and medical volunteers; ensures that positive identification and proof of licensure is made for all volunteers.
 8. Maintains a patient/casualty tracing system.
 9. Coordinates the location, procurement, screening, and allocation of health and medical supplies and resources, including human resources required to support health and medical operations.
 10. Provides information through the PIO to the news media on the number of injuries, deaths, ect.
 11. Ensures appropriate health and medical services information is made available to the information processing section of the EOC.
 12. Coordinates support to the jurisdictions effort to respond to

C. Emergency Medical Services (EMS)

1. Respond to the disaster scene with emergency medical personnel and equipment.
2. Upon arrival at the scene, assume appropriate role in the ICS. If ICS has not been established, initiate in accordance with the jurisdiction's emergency management system and report implementation to the EOC.
3. Triage, stabilize, treat, and transport the injured. Coordinate with local and regional hospitals to ensure casualties are transported to the appropriate facilities.
4. Establish and maintain field communications and coordination with other responding emergency teams (medical, fire, police, public works, etc.), and radio or telephone communications with hospitals, as appropriate.
5. Direct the activities of private, volunteer, and other emergency medical units, and of bystander volunteers as needed.
6. Evacuate patients from affected hospitals and nursing homes if necessary.

D. Salem Township Hospital

1. Implement internal/and or external hospital disaster plan.
2. Advise the Health and Medical Coordinator or appropriate representative in the EOC of conditions of the hospital and number and type of beds.
3. Establish and maintain field and inter-hospital medical communications.
4. Provide medical guidance as needed to EMS.
5. Coordinate with EMS, other hospitals and any medical response personnel at scene to ensure that casualties are transported to the appropriate medical facility. Distribute

patients to and among hospitals both inside and outside the area based on severity and types of injuries, time and mode of transport, capability to treat, and bed capacity. Take into account special designations such as trauma centers and burn centers. Consider the use of clinics to treat less than acute illnesses and injuries.

6. Coordinate with local emergency responders to isolate and decontaminate incoming patients, if needed, to avoid the spread of chemical or bacterial agents to other patients and staff.
7. Coordinate with other hospitals and with EMS on the evacuation of patients from affected hospitals, if necessary. Evacuations provisions should specify where the patients are to be taken.
8. Depending on the situation, deploy medical personnel, supplies, and equipment to the disaster site(s) or retain them at the hospital for incoming patients.
9. Establish and staff a reception and support center at each hospital for the relatives and friends of disaster victims who may converge there in search of their loved ones.
10. Provide patient identification information to the ARC upon request.

E. Public Health Officer

1. Is assigned by Marion County Health Department.
2. Coordinates all public health services in the jurisdiction.
3. Inspects for purity and usability all foodstuffs, water, drugs, and other consumables that were exposed to the hazard.
4. Provides epidemiological surveillance, case investigating, and follow-up.
5. Provides laboratory services for identification required to support emergency health and medical services.
6. Coordinates operations for immunizations or quarantine

procedures, if required.

7. Establishes preventive health services, including the control of communicable diseases such as influenza, particularly in shelters.
8. Monitors food handline and mass feeding sanitation services in emergency facilities, including increased attention to sanitation in commercial feeding and facilities that are used to feed disaster victims.

F. Environmental Health Officer

1. Is assigned by the Marion County Health Department.
2. Provides for the monitoring and evaluation of environmental health risks or hazards as needed and ensures the appropriated actions are taken to protect the health and safety of disaster victims, responders, and the general public.
3. Implements actions to prevent or control vectors such as flies, mosquitoes and rodents.
4. Detects and inspects sources of contamination.
5. Inspects damaged buildings for health hazards.
6. Coordinates with the City of Salem Public Works to ensure the availability of potable water, an effective sewage system, and sanitary garbage disposal.
7. Coordinates with the animal care and control agency to dispose of dead animals.
8. Ensures that adequate sanitary facilities are provided in emergency shelters and for response personnel.

G. Mental Health Agencies

1. Are assigned by Marion County Health Department.
2. Ensures that appropriate mental health services are

available for disaster victims, survivors, bystanders, responders and their families, and other community care-givers during response and recovery. Services may include crisis counseling, critical incident stress debriefings, information and referral to other resources, and education about normal predictable reactions to a disaster experience and how to cope with them. These should be a capacity to provide specialized assistance for those affected by a traumatic event or who become traumatized by cumulative stress related to the disaster experience.

3. Provide outreach to identify and serve those in need of mental health support.
 - A. Coordinate with the PIO to arrange for dissemination of information to the public.
 - B. Coordinate with the Mass Care Coordinator to identify shelter occupants that may require assistance.

H. Mortuary Services (Marion County Coroner)

1. Provide for the collection, identification, and care of human remains, determining the cause of death, inventorying and protecting deceased's personal effects, and locating and notifying the next of kin.
2. Establish temporary morgue sites.
3. Establish and maintain a comprehensive record-keeping system for continuous updating and recording of fatality numbers.
4. Coordinate with:
 - A. Search and rescue teams, hospitals, EMS, and other emergency responders.
 - B. Funeral directors, morticians, and assets for transportation of deceased persons.
 - C. Other pathologists.

- D. The ARC for location and notification of relatives.
- E. Dentists and x-ray technicians for purposes of identification.
- F. Law enforcement agencies for security, property protection, and evidence collection.

I. American Red Cross

1. Provides food for emergency medical workers, volunteers, and patients if requested.
2. Maintain a Disaster Welfare Information (DWI) system in coordination with hospitals, aid stations, and field triage units to collect, receive, and report information about the status of victims.
3. Assists in the notification of the next of kin of the injured and deceased.
4. Assists in the reunification of the injured with their families.
5. Provides blood, blood substitutes, and blood byproducts, and/or implementing reciprocal agreements for replacement of blood items.
6. Provides first aid and other related medical support at temporary treatment centers, as requested, and within capability.
7. Provides supplementary medical, nursing aid, and other health services upon request, and within capability.
8. Provides assistance for the special needs of the handicapped, elderly, and those children separated from their parents, within capability.

J. Social Services

1. Assist in providing for the special needs of the handicapped, elderly, and children separated from their parents, also provide for special needs of orphaned children.

K. Animal Control Agency

1. Coordinates with veterinarians and animal hospitals to arrange for services for animals as needed.
2. Coordinates with the Environmental Health Officer on the location , collection, and disposal of dead animals.

L. Law Enforcement

1. Maintains emergency health services in jail facilities.
2. Assists Mortuary Services in the identification of fatalities.
3. Provides security assistance to medical facilities and to health and medical field personnel upon request.

M. Illinois National Guard

1. Provides personnel and equipment to support medical operations during disaster situations (at the direction of the Governor).

N. All Tasked Organizations

1. Adhere to all professional and legal standards in the performance of duties.
2. Provide ongoing status reports to the Health and Medical Coordinator, including number of deaths, injuries, etc.
3. Provide and/or receive mutual aid in coordination with the Health and Medical Coordinator.
4. Provide information to the Health and Medical Coordinator for dissemination of public advisories as needed.
5. As needed, coordinate with other emergency health and medical services, with emergency services such as fire, police, and public works and with the Health and Medical Coordinator.
6. Refer all media requests for information concerning health and medical status to Health and Medical Coordinator. All

7. Maintain updated resource inventories of emergency medical supplies, equipment and personnel resources, including possible sources of replacements.
8. Arrange for security to protect vulnerable work sites such as remote aid stations, temporary morgues, etc.
9. Develop plans to evacuate and/or shelter, as appropriate, patients, staff, equipment, supplies, and vehicles before, during and after disasters.
10. Prepare detailed SOPs that include, but are not limited to: call-down rosters for notifying personnel; step-by-step procedures for performing assigned tasks; telephone numbers and addresses/locations of similar services in other jurisdictions.
11. Designate staff to perform disaster duties.

V. ADMINISTRATION AND LOGISTICS

A. Administration

1. Since there are no medical response teams, initial medical actions will be the responsibility of responding EMS services and Salem Township Hospital.
2. Augmentation Personnel
 - A. Marion County Health Department will be responsible for checking credentials of all volunteer health and medical responders.
 - B. Local emergency medical services personnel from medical and public health agencies and fire, police, public works, and other emergency services. Among these would be general physicians, specialists (qualifications should include hospital experience in trauma/disaster medicine), nurses, laboratory and x-ray technicians, emergency ambulance crews, etc.
 - C. State-employed general physicians, specialists

(qualifications should include hospital experience in trauma/disaster medicine), nurses, laboratory and x-ray technicians, emergency ambulance crews, etc.

- D. Volunteer/bystander health professionals including general physicians, specialists (qualifications should include hospital experience in trauma/disaster medicine), nurses, laboratory and x-ray technicians, emergency ambulance crews etc.
- E. Medical school residents and teaching staff from throughout the state.
- F. Public Health Service (to include Federally sponsored DMATs and Veterinary Medical Assistance Teams).
- G. Other volunteer medical personnel from throughout the state.
- H. Armed Forces.
- I. Department of Veterans Affairs Clinic personnel.
- J. Volunteer medical personnel from other States.
- K. Business and industry medical departments.
- L. The Illinois Medical Emergency Response Team (IMERT) must be requested through IEMA.

B. Logistics

- 1. Sources of medical supplies and equipment:
 - A. Refer to the Resource Manual for listing of pharmacies, medical clinics and local medical suppliers.
 - B. Mutual aid from hospitals outside the local jurisdiction.

- C. National Disaster Medical System (NDMS – includes U.S. Department of Defense, Department of Health and Human Services, Department of Veterans Affairs, and FEMA). Note: Local jurisdictions will work through EMA, which in turn will work through the Illinois Emergency Management Agency and FEMA to obtain resources under the control of the State and/or Federal Government.
2. Acquisition of medical/health equipment and supplies including:
- A. Salem Township Hospital shall supply and re-supply field medical operations.
 - B. Marion County Health Department will supply and re-supply for health services.
 - C. The Marion County Coroner’s Office will supply and re-supply mortuary services.
 - D. Salem Township Hospital must maintain mutual aid agreements with neighboring hospitals.
3. Transportation of medical/health supplies, personnel and equipment:
- A. Local government-owned vehicles will provide transportation.
 - B. Public ambulance services will provide transportation services.
 - C. Water transportation will be accomplished by volunteers, water and milk hauling services.
 - D. The Marion County Coroner’s Office will provide transportation for mortuary services.
 - E. Volunteers with four-wheel-drive vehicles will provide transportation for medical evacuations under bad weather or terrain conditions.

4. Shelter and feeding of field, health, medical personnel, and patients shall be the responsibility of ARC, Salvation Army, and Emergency Medical Response Groups.
5. Funeral Homes will serve as temporary morgues. If needed, DOEM and IEMA will assist with overflow locations.
6. The acquisition of embalming supplies, body bags, etc. for dealing with a mass fatality situation will be through the City of Salem DOEM to IEMA.

IV. DEVELOPMENT AND MAINTANCE OF HEALTH AND MEDICAL ANNEX

- A. The responsibility for revisions, keeping attachments current, and developing necessary documents for the Annex belongs to the Salem Township Hospital Safety Director
- B. The responsibility for revisions and maintaining SOP's belong to both the Salem Township Hospital Director and the Marion County Public Health Department Director.

VII. AUTHORITIES AND REFERENCES

- A. The Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended 42 U.S.C. 5121 et seq.
- B. The ESDA act of the City of Salem, Ordinance No.76-8 Feb 2, 1976
- C. Salem Township Hospital Emergency Operation Plan.
- D. The Illinois Emergency Management Act (P.A. 87-168, January 1, 1992).
- E. Emergency powers are authorized by the Emergency Medical Director of the Springfield Area/Mobile Intensive Care (SAMIC). Liability and/or immunity status of emergency medical, public health, and mortuary service workers are subject to the parameters of Illinois and local statutes.

VIII. SUCCESSION OF COMMAND

1. Health/Medical Coordinator
2. Public Health Officer
3. Or Designee

VIV. APPENDICES

- A. Pre-emergency Operations Checklist
- B. Response Operations Checklist
- C. Recovery Operations Checklist
- D. Organizational Chart, Marion County Health Department

APPENDIX A. PRE-EMERGENCY OPERATIONS CHECKLIST

1. Establish/update plans and procedures for procurement of medical supplies, vaccines, potable water and refrigeration units.
2. Identify shelters and develop procedures for staffing and supplying.
3. Maintain current and up-to-date lists of physicians, nurses, and other personnel within the county.
4. Provide specialized training in disaster operations for the staff of Marion County Health Department.
5. Develop and maintain emergency plans for mutual aid response of public health departments outside of Marion County.
6. Contact local ministerial association and (local) Mental Health for support.
7. Prepare news releases for disaster situations.

APPENDIX B. RESPONSE OPERATIONS CHECKLIST

1. Activate Administrative, Nursing, and Environmental Health Staff.
2. Activate shelters.
3. Notify appropriate state and federal agencies.
4. Provide staging area for mutual aid forces.
5. Establish communication lines to shelters and Director of Environmental Health.
6. Provide triage and first-aid at shelters.
7. Ensure potable water supply during emergency.
8. Provide sanitation services during the emergency.
9. Ensure adequate refrigeration during the emergency.
10. If deemed necessary, inoculate individuals to prevent the threat and/or speed of disease.
11. Distribute supplies, antidotes, vaccines, etc. to the shelters.
12. Maintain records of all resources used (personnel, equipment and supplies).
13. Establish and operated emergency first-aid station at the shelters for emergency personnel.

APPENDIX C. RECOVERY OPERATIONS CHECKLIST

1. Restock health and medical supplies.
2. Complete records and reports for local, state, and federal agencies.
3. Revise Public Health Annex as a result of the disaster operations.
4. Participate in the critique and review of the response and recovery efforts.
5. Re-assess personnel assignments.
6. Continue response and treatment activities as necessary.

APPENDIX D. ORGANIZATIONAL CHART

Marion County Health Department and the Salem Township Hospital
Organizational Chart in Emergency Operations Plans on file at the health
department, hospital and City of Salem EOC.