



Hamilton

Public Health Emergency Preparedness Standard

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Emergency Response Planner

November 24, 2008

Overview

- Review the principles of the IMS model
- IMS as a framework for emergency response for PHS Hamilton
- Illustrate how our Emergency Response Plan is structured using the IMS model
- Tools of the IMS model
- Lessons learned from our Public Health exercise using the IMS model on Oct. 10th and 24th 2008

Incident Management System

What is IMS?

- Standardized organizational structure and set of operating principles
- Provides a means to coordinate efforts of multiple parties toward common goals
- A framework, a tool for command, control and coordination
- A way of creating (some!) order out of chaos

Why the IMS model

- PHS using the IMS model since 2004
- Efficient, flexible, consistent structure to manage all incidents
- Organized, manageable span of control
- Defined roles and responsibilities
- Common terminology
- Easy to use
- Tested and proven effective

IMS – No one is Left Out to Dry

(Hurricane Ike)



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Tropical Storm Allison, June, 2001



November 24, 2008

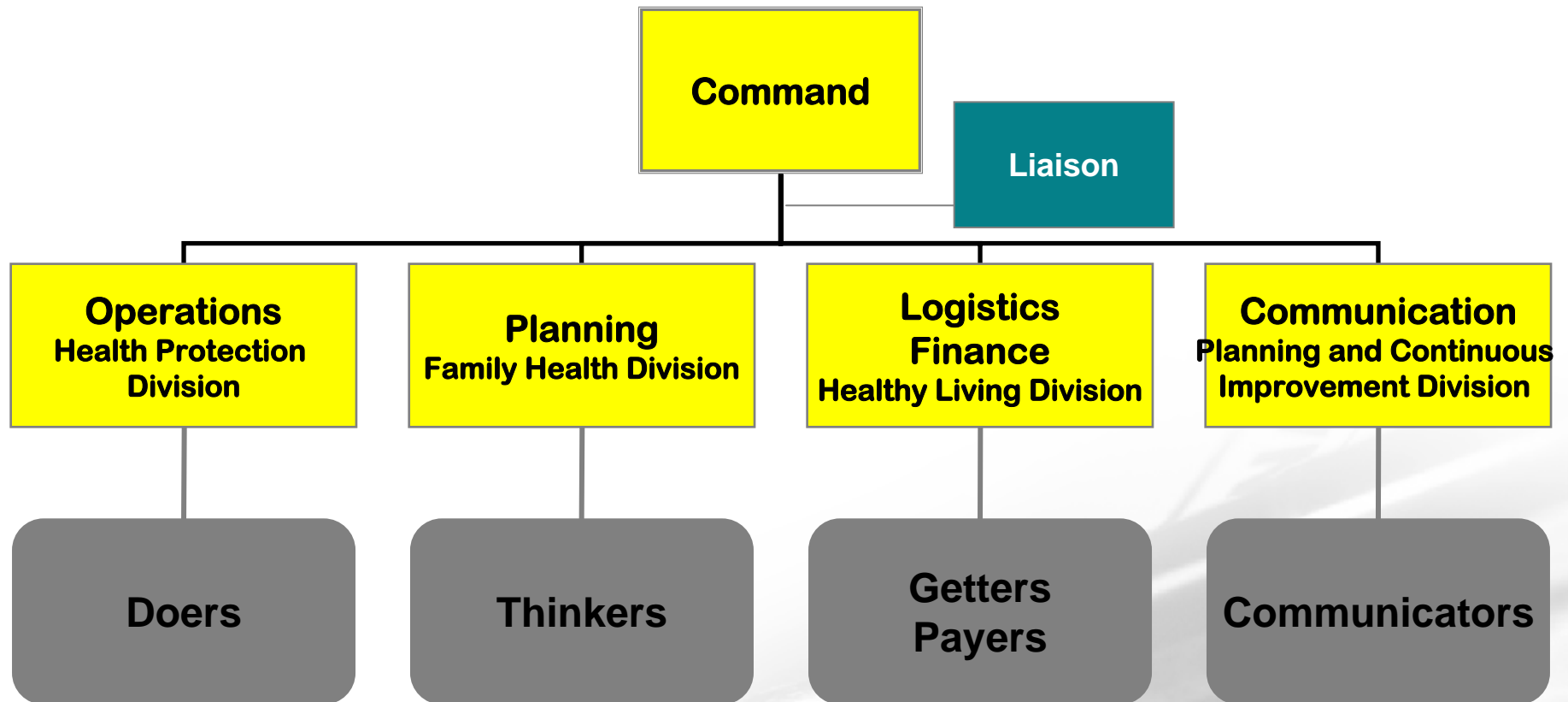
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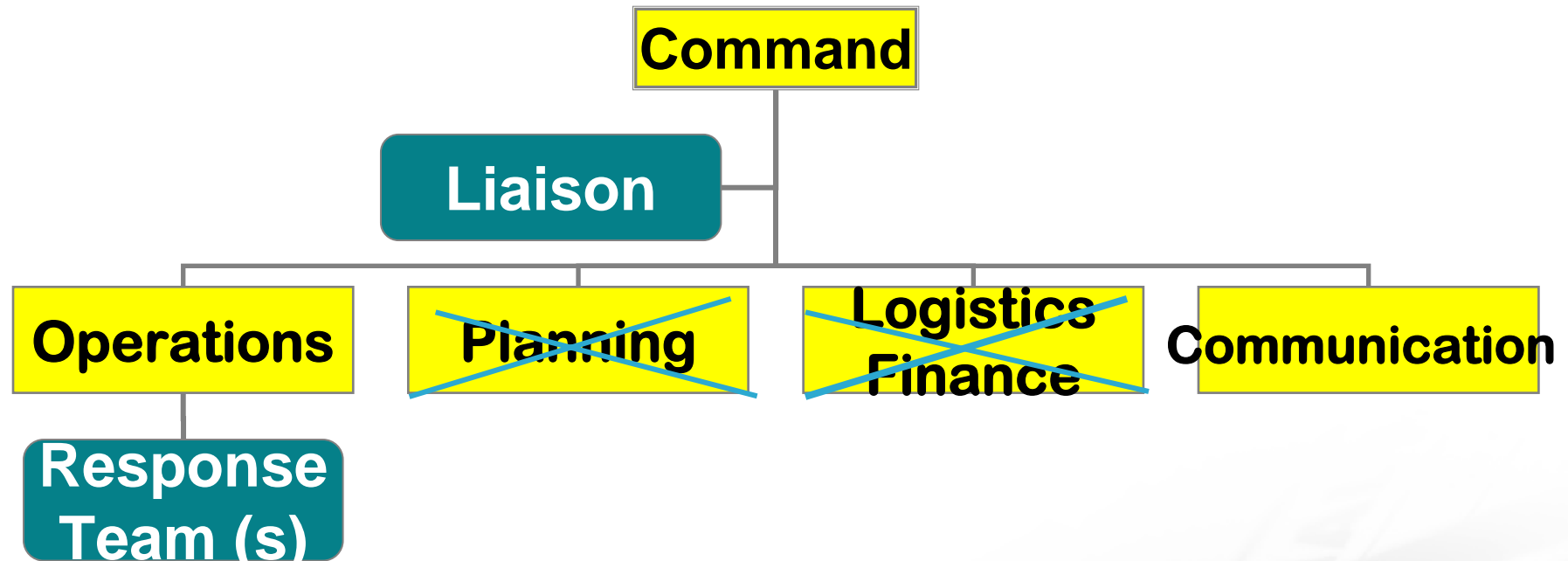
ICS vs IMS

- Incident Command System (ICS), a standard, on-scene, all-hazards incident management system already in use by firefighters, hazardous materials teams, rescuers and emergency medical teams.
- IMS is built on the ICS “operating platform”
- IMS expands on ICS to meet interagency requirements for incident responses

IMS Structure for PHS Hamilton

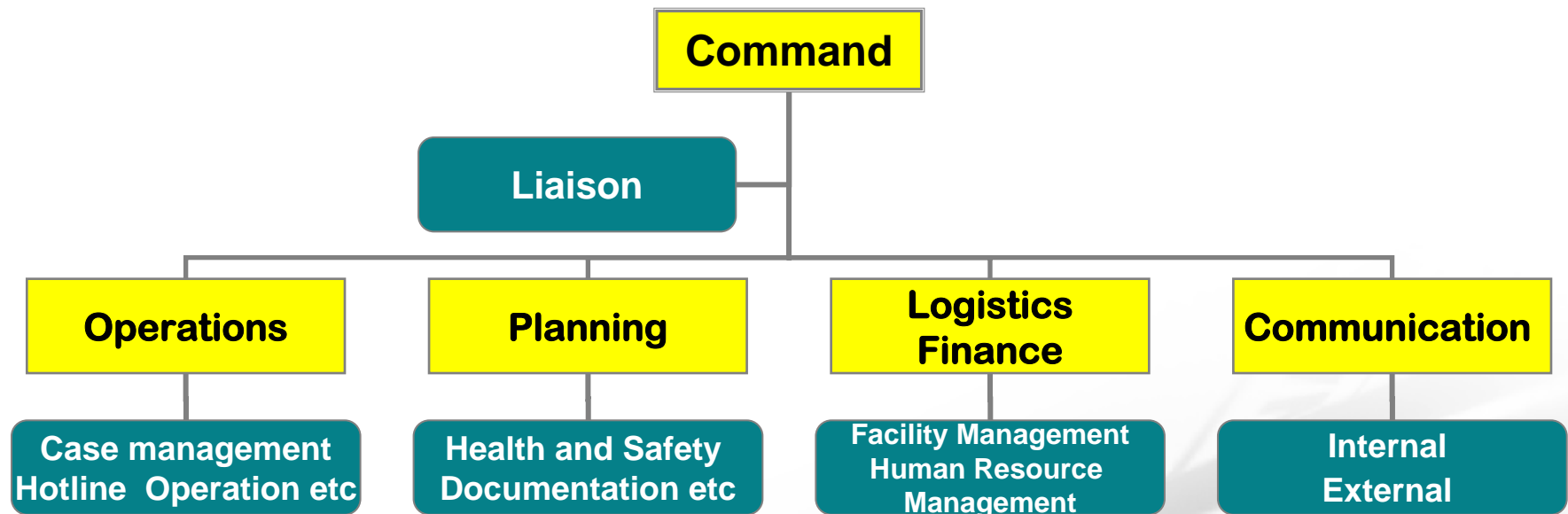


Expandable Span of Control



- Functions are activated as needed
- All incidents will activate the Command and Operations Sector
- Rest of the sectors are only used on a larger/longer incidents
- When necessary the org chart expands
- On small incidents, multiple functions often handled by single persons

Response Teams



Incident Action Plan

Incident Action Plan

Incident Name:	
Operational Date	Operational Period From To Time:
INCIDENT LOCATION	
BRIEF SUMMARY OF INCIDENT:	
POTENTIAL CASCADE EVENTS & CONSEQUENCES: (Critical Infrastructure affected i.e. hydro, transportation, communications, hospitals, water)	
INCIDENT ACTION PLAN Objectives/ Goals.	
Safety Message	
<u>Sector Tasks</u> Operations Planning Logistics/Finance Communication	

No

Incident Action Plan

- Summarizes the planning
- Sets the objectives and tasks to be completed during the next operational period
- Constantly updated / revised based on new information and progress of response
- Useful for staff responding 6-12 hours after the initial event

Job Action Sheet

- Role title
- Reports to
- Mission
- Tasks
 - Immediate
 - Intermediate
 - Extended

INCIDENT COMMANDER
Job Action Sheet, Page 1 of 1

INCIDENT COMMANDER

Organize and direct the Incident Command Center (ICC). Give overall direction for the incident response.

Immediate

___ Initiate the Incident Command System by assuming role of the Incident Commander.

___ Read this entire Job Action Sheet.

___ Appoint required Section Chiefs and distribute the:

- Job Action Sheets for each position
- Forms pertinent to Section & positions

___ Appoint Public Information Officer, Liaison Officer, and Safety and Security Officer; distribute Job Action Sheets.

___ Conduct a size up.

___ Announce a status/action plan meeting of all Section Chiefs to be held within 5 to 10 minutes.

___ Assign someone as Documentation Recorder/Aide.

___ Receive status report and discuss an initial action plan with Section Chiefs.

___ Assure that contact and resource information has been established with outside agencies through the Liaison Officer.

Intermediate

___ Authorize resources as needed or requested by Section Chiefs.

___ Designate routine briefings with Section Chiefs to receive status reports and update the incident action plan.

___ Communicate status to C.E.O of the Hospital or the designee.

Extended

___ Approve media releases submitted by P.I.O.

___ Observe all staff, volunteers and patients for signs of stress and inappropriate behavior. Provide for staff rest periods and relief.

___ Other concerns:

IMS: Emergency Response Plan

Table of Contents

Section 4: Public Health Emergency Control Group

- Members
- Responsibilities
- IMS
- Functional Sections of the IMS model
 - Incident Managers
 - Operations Sector Lead
 - Planning Sector Lead
 - Logistics and Finance Sector Lead
 - Communications
- Functional Roles
 - Medical Officer of Health
 - Associate Medical Officer of Health
 - Directors
 - Managers
 - Staff
 - Support Staff

Annex 10: IMS Support Manual

Recent Public Health Exercises

- Two Public Health Exercises using the IMS model
 - October 10th, 2008 Food Outbreak with a bioterrorism twist
 - October 24th, 2008 Pandemic Outbreak

What worked well

- Checklists
- Job Action Sheets
- Business cycle meeting
- Everyone performing their role under the IMS sector

What failed

- Action Plan
 - Unable to read
 - Objectives difficult to define
 - Needed to be redefined after the operational period was over
- Business Continuity
- Surveillance information (defined under Operations and Planning)

Summary

- IMS is a framework for emergency response
- Many advantages:
 - Scalable to size of event
 - Common terminology / organization of roles
 - Manageable span of control
 - Task-oriented approach
 - Tools include:
 - Job action sheets
 - Incident Action Plan

Summary

- Timing may be a surprise
- Situation not perfectly understood at start
- Learn as you go, and adjust on the fly
- Processes change over time

“Chance favors the prepared mind”

Louis Pasteur
1822-1895

