

Public Health Emergency Plan Framework

PUBLIC HEALTH BASE PLAN (*The overarching description of how we do business*)

Plan required in PE-12 (Items listed below are recommendations to assist in writing your plan):

- Introductory Material
 - Promulgation Document/ Signatures
 - Record of Changes
 - Plan Development and Maintenance
- Purpose, Scope, Situation Overview, and Assumptions
 - Purpose
 - Scope
 - Situation Overview
 - Public Health Hazard Vulnerability Assessment
 - Capability Assessment
- Planning Assumptions
- Concept of Operations
 - Direction, Control, and Coordination
 - LPHA ICS org. chart
- Communications
 - Internal (within agency)
 - External (partners)
- Administration, Finance, and Logistics
- Authorities and References

FUNCTIONAL ANNEXES (*How we perform certain functions regardless of the nature or cause of the emergency.*)

Plans Required in PE-12 (Items listed below are recommendations to assist in writing your plan):

- A. Continuity of Operations Plan
 - a. Lines of succession
 - b. Alternate sites
- B. Crisis and Emergency Risk Communications Plan
 - a. HAN instructions
 - b. Media contacts
- C. Medical Countermeasures Dispensing
 - a. Point of Dispensing Field Operations Guide

Examples of plans jurisdictions may want to create and regularly update:

- D. Non-Pharmaceutical Interventions
- E. Medical Surge Plan
- F. Isolation and Quarantine Response Plan
- G. Fatality Management
- H. Mass Care
 - a. General Population Shelter, PH Role & Responsibility
 - b. Medical Needs Shelter, PH Role & Responsibility
- I. Disaster Behavioral Health Plan

HAZARD-SPECIFIC APPENDICES (*How we respond to specific emergencies.*)

Examples that jurisdictions may want to create and regularly update:

- I. Harmful Algal Bloom Response Plan
- II. Wildfire Smoke Public Health Response Plan
- III. Extreme Weather Response Plan

GENERAL APPENDICES

Other items that are required in PE-12 and could be included or are best-practices to consider:

1. Contact Lists
 - a. Initial Notification Contact Lists
 - b. Staff Contact List
 - c. Emergency Response Partner Contact Lists
 - d. Residential care facilities in county
 - e. Behavioral health providers in county
2. Staff emergency preparedness and response training records
3. LPHA internal fire drill protocol
4. Memorandums of Understanding

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