Annex D – Health and Medical-Administration

Purpose

The University of Minnesota campuses are subject to emergencies that can pose a significant risk to students, staff, faculty, and visitors. Examples include infectious disease outbreaks, incidents of bioterrorism, or other natural or man-made disasters. This annex describes a coordinated response to public health emergencies, which will enable the University campuses to continue operation; to protect the public’s health and the environment; and to prevent the occurrence and transmission of disease.

Scope

The Academic Health Center, in collaboration with other University departments (outlined below), relevant city/county health departments and the Minnesota Department of Health, will have responsibility to ensure a coordinated and effective response to public health emergencies on campus. The responsibilities and procedures outlined in this annex pertain to emergency situations only. Boynton Health has primary responsibility for routine public health programs on campus (e.g. student/staff wellness programs, annual influenza vaccinations) and maintains separate plans and procedures for those efforts.

Responsibilities

A. **Primary** - The University of Minnesota Public Health Officer for Preparedness and Emergency Response (Public Health Officer) or his/her designee will provide leadership and oversight for these activities.

The Academic Health Center (AHC) Emergency Response Team serves as the core group of advisors to the Public Health Officer. This team consists of AHC officials representing administration, medicine, public health and communications; as well as the Director of Boynton Health Service and the Executive Vice Provost and Vice President for Faculty and Academic Programs. The AHC Emergency Response Team will be activated at the time of a health-related emergency on campus or if the University is called upon to assist with a state or regional public health emergency. The Public Health Officer will ensure rapid and effective communication and coordination with city/county health departments and the Minnesota Department of Health during all phases of investigation, response, and recovery.

B. **Supporting** – Depending upon the nature of the emergency, additional departments with specific responsibilities during a public health emergency include Boynton Health Service, University of Minnesota Police Department, University Environmental Health and Safety, Department of Emergency
Management, Counseling and Consulting Services Department, and Research and Animal Protection.
Annex D– Health and Medical-Operations

I. **Outbreak Investigations:**
Infectious disease outbreak investigations will be conducted by the Minnesota Department of Health or city/county health department in collaboration with the AHC Emergency Response Team. Standard protocols for outbreak investigation will be followed including case finding; collecting information about cases and contacts; collecting specimens as needed; analyzing findings to time, person and place; and executing control and prevention measures. Disease specific protocols will be used to enhance the standard approach. In the event of a bioterrorist event, all investigative activities will be coordinated with the FBI and other appropriate law enforcement agencies at the state and local level.

II. **Public Health Response Recommendations:**
During public health emergencies, the Public Health Officer will develop response recommendations for the Officer of the Day following consultation with the AHC Emergency Response Team and external agencies including the Minnesota Department of Health and city/county health departments. Depending upon the nature of the event, recommendations may include canceling classes/events, mass clinics, evacuating or closing buildings, or closing the campus.

III. **Mass Dispensing Sites:**
Mass clinics may be used to administer vaccine or distribute antimicrobial agents such as a prophylaxis or treatment measure to prevent or control additional cases of disease or illness. The AHC Emergency Response Team will coordinate with city/county health departments to establish mass dispensing sites on campus when needed. Mass dispensing site operational guidelines have been developed by the Minnesota Department of Health Strategic National Stockpile Mass Dispensing Workgroup. Depending upon the nature and scope of the emergency, the Minnesota Department of Health and Centers for Disease Control and Prevention will offer assistance as necessary. For large-scale events, vaccines and prophylactic antibiotics may be available through the Metropolitan Medical Response System (MMRS) or the Minnesota Department of Health. Coordination of scene security and traffic control will be the responsibility of the University of Minnesota Police Department (UMPD).

The MMRS and Mass Dispensing Site Workgroup staff have surveyed the Twin Cities campus for possible mass dispensing/mass care sites. University facilities have not been identified as primary sites for a county-level response; however, the Williams Arena/Sports Pavilion and Coffman Union Great Hall have been identified as possible secondary or specialized sites. The Emergency Management Policy Committee will review any requests for use of these or other campus facilities.
IV. **Medical Reserve Corp of the University of Minnesota:**
The AHC (which includes the School of Public Health, School of Dentistry, College of Pharmacy, College of Veterinary Medicine, School of Nursing, and Medical School) and Boynton Health Service represent a significant collection of resources which could be activated during a public health or medical emergency on campus, or a large scale emergency at the local, state, regional, or national level. Depending upon the nature of the emergency, AHC and BHS personnel may be called upon to provide assistance such as:

- Screener, vaccinator, educator or triage staff in mass dispensing or vaccination clinics
- Screener, intake, or educator staff for epidemiologic case or contact investigations
- Health educator or referral staff on an emergency phone bank or hotline
- Direct patient care staff within a local hospital or off site care facility
- Laboratory surge capacity support
- Administrative support in the activation and support of other volunteers

The Medical Reserve Corps of the University of Minnesota is comprised of students, staff, and faculty from the AHC and BHS and is designed to:

- Provide the essential conduit for University health professionals (students, staff, and faculty) to efficiently volunteer their expertise during public health emergencies; and
- Prepare University volunteers for their roles in advance, enabling a prompt and effective emergency response.

The Medical Reserve Corps of the University of Minnesota will be deployed as authorized by the University of Minnesota Public Health Officer following a specific request for assistance from the University of Minnesota AHC Emergency Response Team, Regional Hospital Resource Center, Minnesota Departments of Health or Public Safety, Hennepin County Community Health Department, St. Paul/Ramsey Department of Public Health, or any other local public health agency.

V. **Medical Care:**

A. **First Response/Emergency Medical Services** – A complete plan for Emergency Medical Services can be found in *Annex E- Emergency Medical Service*.

In general, first aid and pre-hospital care will be provided by the UMPD, the local fire department and the ambulance service. UMPD is the first response agency for medical emergencies on campus. UMPD sworn personnel are trained to the MN First Responder level or above; are equipped with and trained to operate automated external defibrillators, oxygen, and basic life support medical equipment. In the event of a large emergency or disaster in which UMPD personnel are dedicated to other
roles, local fire department personnel will handle first response to medical emergencies.

Ambulance transportation will be provided by the ambulance service licensed by the Minnesota Emergency Medical Services Regulatory Board to provide service in that area. The primary ambulance service for the Minneapolis Campus is Hennepin County Ambulance Service; the primary ambulance service for the St. Paul Campus is the St. Paul Fire Department. Both services have mutual aid agreements in place with neighboring services for both routine and disaster response.

Patients will be transported to the hospital of their choice unless their condition dictates they be taken to the nearest facility or a specialized facility (e.g. trauma center). In the event of a disaster that results in multiple injuries, the local Medical Resource Control Center (MRCC) will route patients to various metropolitan hospitals based on bed availability as outlined in mass casualty disaster plans developed and maintained by the MRCC. Per those plans, patients will be routed to hospitals outside the immediate vicinity of a disaster to allow vicinity hospitals to accommodate self-presenting patients.

On campus medical facilities include Boynton Health Service (urgent care facility) and Fairview University Medical Center (emergency department).

B. Mass Casualty Disasters – An emergency on campus with large number of victims requiring coordination among metro-area hospitals will activate the Metropolitan Hospital Compact. The Regional Hospital Resource Center (RHRC), administered by Hennepin County Medical Center, will have responsibility for overall communication and coordination among all hospitals in the metropolitan area.

Some emergencies (e.g. explosion with multiple minor injuries, mass chemical exposure) may require the establishment of a Triage and Treatment Point on campus. The local fire department (EMS Branch Command) will have responsibility for establishing a Triage and Treatment Point. The RHRC will have responsibility for emergent medical staffing through the Metropolitan Hospital Compact.

Non-emergency medical care for students is provided by or coordinated through the Boynton Health Service. In the event of emergency, Boynton Health Service facilities will be available to meet on-campus needs for urgent care.
VI. **Decontamination Capabilities:**
Local fire departments will take responsibility for on-scene decontamination, in coordination with DEHS. Hospitals have the capacity and the written procedures to decontaminate individuals who have been chemically or radiologically contaminated who present to emergency departments. In extreme situations, University facilities with shower and water containment capability may be considered as possible mass decontamination sites. *Sample Emergency Decontamination System.*

VII. **Tracking Disaster Victims:**
Local ambulance providers and hospitals maintain plans for tracking victims of disaster. In addition, University Relations will interface with these agencies to track the location of injured students, staff, and faculty and communicate this information to the families of the victims.

VIII. **Mortuary Services:**
If a disaster results in one or more deaths, the Hennepin and Ramsey County Medical Examiner’s offices are responsible for disposition of remains and all emergency mortuary operations. County emergency plans detail mass casualty responsibilities and procedures.

IX. **Environmental Health and Safety:**
The Department of Environmental Health and Safety (DEHS) is responsible for assessing the environmental hazards posed by various situations. A complete plan for Environmental Hazards can be found in *Annex M- Hazardous Materials.*

If environmental contaminants are suspected, the DEHS will coordinate sample collection and analysis with the Minnesota Department of Health and appropriate city/county health departments. In the event of a bioterrorist event, all sampling activities will be coordinated with the FBI and other appropriate law enforcement agencies at the state and local level.

In the event of chemical or radiological incidents, DEHS staff will assess atmospheric and surface contamination or concentration levels and, whenever possible, confirm such readings when outside agencies are involved. This information will guide decisions regarding evacuation, sheltering-in-place, and/or return to given locations. In the event of biologic hazards, DEHS staff will provide technical assistance to the AHC Emergency Response Team and the Public Health Officer.

X. **Crisis Counseling:**
The University of Minnesota Counseling and Consulting Services Department will provide immediate crisis intervention therapy for victims, family members, and disaster personnel following a disaster.

XI. **Research and Animal Protection:**
The Veterinary Hospital plays a major role in the care of sick and injured animals in Minnesota. In case of a disaster, it is anticipated that the staff of the hospital and the
College of Veterinary Medicine will be called upon to assist in the care of animals affected by the event.

XII. **After Action Reports:**
An After Action Report/Debriefing will be completed after all major public health incidents on the University of Minnesota Campuses, and minor incidents as deemed appropriate by the Public Health Officer. The objective of the debriefings is to:

- Identify the facts from the incident;
- Identify assets that enhanced response efforts;
- Identify challenges/barriers to the response;
- Identify items for future operational changes or training;
- Identify issues needing short or long term follow-up (e.g. mental health issues)

The debriefings will be documented and kept on file with the University of Minnesota, Department of Emergency Management and copies will be given to all participating agencies.
Annex D– Health and Medical-Resources

**Academic Health Center Emergency Response Team**

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<th>Position</th>
<th>Office Phone</th>
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<tr>
<td>Mark Becker</td>
<td>Public Health Officer</td>
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<tr>
<td>Frank Cerra</td>
<td>Senior Vice President for Health Sciences; Chair, AHC-ERT</td>
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<tr>
<td>Jill DeBoer</td>
<td>Director, AHC Emergency Preparedness</td>
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<tr>
<td>Deborah Powell</td>
<td>Dean, Medical School</td>
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<tr>
<td>Charles Moldow</td>
<td>Associate Dean, Medical School</td>
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<tr>
<td>Mike Osterholm</td>
<td>Director, CIDRAP</td>
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<td>Tim Schacker</td>
<td>AHC-E RT, Medical School</td>
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<tr>
<td>Will Hueston</td>
<td>Director, Center for Animal Health and Food Safety</td>
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<tr>
<td>Mary Koppel</td>
<td>Director, AHC Communications</td>
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<td>Tom Gilliam</td>
<td>Chief of Staff, Medical School</td>
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<tr>
<td>Ed Ehlinger</td>
<td>Director, Boynton Health Service</td>
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<tr>
<td>Robert Jones</td>
<td>Executive Vice Provost and Vice President for Faculty and Academic Programs</td>
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**Boynton Health Service**

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<td>Ed Ehlinger</td>
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**Department of Environmental Health and Safety**

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<tr>
<td>Craig Moody</td>
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<td>Andy Phalen</td>
<td>Assistant Director</td>
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### Counseling & Consulting Service

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<tr>
<td>Harriett Haynes</td>
<td>Director</td>
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<td>Glynn Hirsch</td>
<td>Senior Psychologist</td>
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<tr>
<td>Robert Seybold</td>
<td>Senior Psychologist</td>
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**Other Links:**
- [Minnesota Department of Health](#)
- [Minnesota Homeland Security and Emergency Management Website](#)
- [Centers for Disease Control and Prevention](#)
- [U of M Center for Infectious Disease Research and Policy](#)