

# NMSU Communicable Disease Response Plan—Incident Level Responsibilities

For purposes of this document the following definitions will be used:

- Level I –Sustained human-to-human transmission of a communicable disease (seasonal flu, emerging disease); Routine local operations not affected; possible international travel advisories, CDC recommends isolation of the ill
- Level II – Emerging disease with sustained human to human transmission at a local level (novel influenza); impacts routine operational capability; Public Health recommends social distancing, travel warnings, self isolation for those with illness and persons with high risk (immune- compromised, pregnancy, asthma, morbidly obese)
- Level III – Unusually high local absenteeism (faculty, staff, students); Public Health recommendation to suspend schools & public gatherings; International travel restrictions

<b>Essential Functions Responsible Party</b>	<b>Level 1: Intense NMSU Planning and Preparation</b>	<b>Level 2: NMSU Implement Mitigation Strategies</b>	<b>Level 3: NMSU Actively Evaluating Suspension of Classes ★★★</b>
<i>NMSU Emergency Plan Incident Response Level Criteria</i>	<i>Minimal immediate hazard to students, faculty and staff.  Can be resolved with minimal outside agency assistance.  Evaluating mitigation strategies for the perceived threat at hand</i>	<i>High immediate hazard to students, faculty and staff.  Requires coordination with outside agencies.</i>	<i>Significant percentage of students, faculty and staff infected or ill.  Requires substantial coordination with emergency operations centers.  Essential employees report for duty</i>
Communicable Disease Planning Committee	<ul style="list-style-type: none"> <li>• Assess threat and implement appropriate Level I Communicable Disease Response activities</li> <li>• Encourage departments to draft, update continuity of operation plans</li> </ul>	<ul style="list-style-type: none"> <li>• Assess threat and implement appropriate Level 2 activities</li> <li>• Activates CART, if not already convened</li> <li>• Plan for recovery in post-communicable disease period</li> </ul>	<ul style="list-style-type: none"> <li>• Communicable Disease Planning Committee is released when CART is activated</li> </ul>

**★★★Level 3: All Departmental continuity of operation plans are activated and essential personnel report to maintain essential functions**

CART = Central Administration Response Team

EMS = Emergency Medical Service

N95 = Particulate respirator

POD = Point of Distribution – a site for the mass distribution of medicines or vaccine

PPE = Personal Protective Equipment

The most current plan and emergency guidance is posted at <http://www.nmsu.edu/~safety/emergency.htm>

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Communicable Disease Steering Committee (L.McKee, B.Diven, S.Webb, K.Doolittle, J.Balog, D.Smith, S.Lopez)	<ul style="list-style-type: none"> <li>• Advises CART of CD status and response activities to current level of threat – review CDRPlan</li> <li>• Recommend Medical Officer to CART</li> <li>• Joint review of plans with NMSU and Dona Ana County Health Department guidelines for on-campus mass dispensing site (POD).</li> <li>• MOUs to provide POD first responders.</li> <li>• Escalate communications (educational campaign, self-protection information, handwashing, promote seasonal flu vaccination, promote voluntary isolation of sick)</li> <li>• Select technical expert spokespersons for internal and media communications</li> <li>• Develop Level 2 communications</li> <li>• Alert and educate departments to report high volume absenteeism through Dean and VP level officials</li> </ul>	<ul style="list-style-type: none"> <li>• Issue Level 2 communications (protocol for suspected cases, preparations for social distancing)</li> <li>• Develop Level 3 communications</li> <li>• Develop post-communicable disease communications (medical clearance, recovery)</li> </ul>	<ul style="list-style-type: none"> <li>• Issue Level 3 communications (self-protection, social distancing, etc).</li> <li>• Coordinate internal messages and news releases with Univ. Communications</li> </ul>
Medical Incident Command : Health Cntr Director Medical Director Medical Emergency Services/Safety Officer	<ul style="list-style-type: none"> <li>• Advises CART on distribution of medicines and vaccine (review ACIP/CDC and NVAC recommendations)</li> <li>• Gather information on number of suspected cases on campus and in Dona Ana County</li> <li>• Solidify Medical Reserve personnel designation</li> </ul>	<ul style="list-style-type: none"> <li>• Establish Medical Incident Command (authority to make medical directives)</li> <li>• Coordinate with CART Command and update with new information</li> <li>• Coordinates response with NMSU Health Services and Dona Ana County Health Department.</li> <li>• Contact with CLC/DACo Office of Emergency Management (OEM) to evaluate need to activate Emergency Operations Center</li> </ul>	<ul style="list-style-type: none"> <li>• Gather number of cases on campus and in County; report to CART Command</li> <li>• Directs operations</li> <li>• Activation of Emergency Operations Center, if not already open</li> <li>• Advise CART Command routinely of updates</li> </ul>

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Central Administration Response Team (CART)	<ul style="list-style-type: none"> <li>• Provide budget for central supply and regular distribution of hand sanitizer</li> <li>• Ensure departments develop continuity of operations plans                             <ul style="list-style-type: none"> <li>➢ for academic functions</li> <li>➢ for administrative functions</li> <li>➢ for essential services</li> </ul> </li> <li>• Consider travel restrictions for university sponsored business, research, instruction based on current conditions</li> <li>• Declare Chief Medical Officer</li> </ul>	<ul style="list-style-type: none"> <li>• CART Command/CART activated as needed</li> <li>• Evaluate communicable disease effects; reevaluate response plan and priorities.</li> <li>• Review succession plan for NMSU leadership</li> <li>• Consider modification, postponement or cancelation of large social gatherings/activities</li> <li>• Consider modification of workplace schedules &amp; practices – Communicable Disease Social Distancing, including telecommuting (temporary work from home)</li> <li>• Allow for academic flexibility</li> <li>• Provide for redistribution of vaccines to other campuses (Grants, Alamogordo, Carlsbad)</li> <li>• Implement travel restrictions or prohibition, if applicable</li> <li>• Evaluate need to facilitate recovery of personnel on authorized travel, as needed</li> <li>• Consider alternate commencement location outdoors</li> </ul>	<ul style="list-style-type: none"> <li>• What functions will continue?</li> <li>• Consider short term suspension of classes and related evacuation of residence halls and housing</li> <li>• Consider further modification of work place schedules to maintain mission critical academic and business operations.</li> <li>• Consider suspension of experimental research</li> <li>• Essential functions continued via telecommuting</li> <li>• Plan for post-communicable disease recovery and resumption of normal NMSU operations</li> <li>• Plan for revised instruction calendar and completion of the session.</li> </ul>
Auxiliary Administration-- Aramark Dining Services	<ul style="list-style-type: none"> <li>• Review department plan for continuity of operations</li> <li>• Identify suppliers and alternates for Level 3 meals</li> <li>• Assess PPE needs and stock pile</li> <li>• Plan for delivery / pick up of Level 3 meals. Identify alternate suppliers.</li> <li>• Reinforce education on infection control to your areas</li> <li>• Establish MOU's for meals and alternate housing</li> </ul>	<ul style="list-style-type: none"> <li>• Order and stock Level 3 supplies</li> </ul>	<ul style="list-style-type: none"> <li>• Provide Level 3 meals to students and employees who remain on campus</li> </ul>
Business & Finance	<ul style="list-style-type: none"> <li>• Review department plan for continuity of operations</li> <li>• Reinforce education on infection control to your areas</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• To allow staff to work from home, consider allowing off-campus access to financial planning, budgets and payroll information systems</li> </ul>

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College Health & Social Services- School of Nursing, Social Work, Health Services	<ul style="list-style-type: none"> <li>• Review college continuity of operations plan</li> <li>• Provide point of contact with list of qualified staff for NMSU Medical Reserve</li> <li>• Essential personnel working in clinic treating ill need to be fit tested for N-95 respirators</li> <li>• Maintain PPE stockpile for 30-60 day duration</li> <li>• Reinforce education on infection control to your areas – using educational posters</li> </ul>	<ul style="list-style-type: none"> <li>• Medical Reserve Corps continues receiving ongoing and just-in-time- training</li> <li>• Participate in Medical Reserve when activated</li> <li>• Coordinate with essential personnel</li> <li>• Continues education re: infection control in your area (educational posters)</li> </ul>	<ul style="list-style-type: none"> <li>• Activate telephone system to notify faculty, staff, and students to stay home if there are symptoms present</li> <li>• If classes are to continue, assure PPE available, hand soap in each work area, adequate air circulation, minimize personal contact</li> <li>• Continue working with essential personnel</li> </ul>
DACC Health Occupations	<ul style="list-style-type: none"> <li>• Review departmental continuity of operations plan</li> <li>• Provide list of volunteers for NMSU Medical Reserve and fit test those in high risk operations with N-95 respirators</li> <li>• Reinforce education on infection control to your areas</li> </ul>	<ul style="list-style-type: none"> <li>• Medical Reserve Corps just in time training</li> </ul>	<ul style="list-style-type: none"> <li>• If activated, participate in Medical Reserve</li> </ul>
Environmental Health & Safety	<ul style="list-style-type: none"> <li>• Assist Dept Heads with their departmental CoOP</li> <li>• Follow PPE guidance from CDC</li> <li>• Develop on-line N-95 respiratory safety class</li> <li>• Re-Fit test EH&amp;S &amp; medical personnel for respirators</li> <li>• Maintain PPE stockpile for 30-60 day duration for EH&amp;S high risk personnel</li> <li>• Promote hand washing &amp; sneeze etiquette in Employee Safety training</li> <li>• Review cleaning procedures with custodial dept manager &amp; supervisors</li> <li>• Plan for increased volume of infectious waste</li> <li>• Expand Communicable Disease information on Emerg Management web site</li> <li>• Reinforce education on infection control to EH&amp;S staff</li> </ul>	<ul style="list-style-type: none"> <li>• Distribute PPE to EH&amp;S personnel at high risk</li> <li>• Identify minimum staffing required and schedule for essential functions</li> <li>• Introduce administrative controls for EH&amp;S operations to reduce exposure</li> <li>• Liaison with NMSU Health Centers, Police, Fire and CART to ensure implementation of NMSU CDR plan</li> <li>• Update Communicable Disease web site and request UComm to establish link from home page</li> <li>• Provide location for vaccination as needed</li> </ul>	<ul style="list-style-type: none"> <li>• Arrange for additional medical waste pickups</li> <li>• Update Communicable Disease web site</li> </ul>

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Fire & Emergency Services	<ul style="list-style-type: none"> <li>Review CoOP for any changes needed</li> <li>Intensive re-training of personnel on plan, practice with PPE</li> <li>Training of personnel specific to disease &amp; infection control</li> <li>Maintain PPE stockpile for 30-60 day duration</li> <li>Offer vaccinations to personnel (if available)</li> <li>Ensure all personnel are fit-tested on various respirators</li> </ul>	<ul style="list-style-type: none"> <li>Distribute PPE</li> <li>Act as a point of contact for Office of Emergency Management</li> <li>Liaison with NMSU Health Centers, EH&amp;S, Police and CART to ensure implementation of NMSU plan</li> </ul>	
Facilities Services (includes Central Utility Services)	<ul style="list-style-type: none"> <li>Review department plan for continuity of operations</li> <li>Train housekeepers for hygiene and cleaning of personal contact surfaces (e.g., doorknobs)</li> <li>Order /stockpile disinfecting housekeeping supplies</li> <li>Assess PPE needs for essential personnel with high risk and keep 30- 60 day duration stock available</li> <li>Custodial identified to clean high risk clinical areas need appropriate PPE</li> <li>Reinforce education on infection control to your areas</li> </ul>	<ul style="list-style-type: none"> <li>Personnel cleaning clinical facilities receive PPE</li> <li>Intensive cleaning of medical facilities</li> <li>Review POD Guidelines</li> </ul>	<ul style="list-style-type: none"> <li>If POD is activated, provide appropriate resources</li> <li>Change housekeeping procedures to prioritize essential personnel areas, remaining students/families, and cleaning of personal contact surfaces</li> </ul>
Housing and Residential Life	<ul style="list-style-type: none"> <li>Review department plan for continuity of operations, identify essential personnel and inform and train them on plan</li> <li>Communicate with students as appropriate: <u>All Students</u> – General communication with plan overview –Social distancing information – Information on infection control / flu preparation</li> <li>Train all staff on hygiene, Level 3 plans, and symptom recognition</li> <li>Intensive re-training of staff on all aspects of plan</li> <li>Reinforce education on infection control to your areas</li> <li>Essential staff practice with PPE</li> <li>Develop plan to consolidate ill students</li> </ul>	<ul style="list-style-type: none"> <li>North campus students asked to prepare to leave campus upon emergency closure</li> <li>Essential personnel receive PPE (barrier protection)</li> <li>Establish mass communication procedures</li> <li>Vaccination based on CDC guidelines</li> <li>Disseminate self care education materials, patient caregiver guidelines</li> <li>Communicate social distancing , illness plans (bulletin boards, list serves)</li> <li>Consolidate ill students to create distance from well students</li> </ul>	<ul style="list-style-type: none"> <li>Community management plans take effect</li> <li>Prepare specified facilities to receive new residents</li> <li>Support families, international students, and others who were unable to leave (continue to maintain facilities, provide appropriate activities, information distribution, etc.)</li> </ul> <p><i>Estimate 3000 residents remain on Las Cruces campus in housing facilities</i></p>

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Human Resources	<ul style="list-style-type: none"> <li>• Review department plan for continuity of operations</li> <li>• Advise on HR aspects of “NMSU Communicable Disease Social Distancing ”</li> <li>• Inform campus of procedures for teleworking, social distancing and essential personnel</li> <li>• Discuss with departments plans for providing substitutes for essential personnel</li> <li>• Reinforce education on infection control to your areas</li> <li>• Consider flexible sick leave arrangements</li> </ul>	<ul style="list-style-type: none"> <li>• Remind campuswide essential personnel of their duties and responsibilities.</li> <li>• EAP directs employees to counseling services</li> <li>• HR &amp; NMSU Health Center – surveillance/tracking procedure for reporting of high volume absenteeism from classroom or workplace</li> <li>• Implement HR aspects of “Communicable Disease Social Distancing Policy”</li> </ul>	<ul style="list-style-type: none"> <li>• To allow work from home for HR staff, consider allowing off-campus access to HR information systems</li> <li>• Gather employee absenteeism data</li> <li>• EAP directs employees to counseling services</li> </ul>
Information & Communication Technologies (includes telecommunications)	<ul style="list-style-type: none"> <li>• Review department plan for continuity of operations</li> <li>• Review IT needs for increased telecommuting and distance learning</li> <li>• Facilitate and support the development of distance learning.</li> <li>• Plan for general information (non-health) call center</li> <li>• Reinforce education on infection control to your areas</li> </ul>	<ul style="list-style-type: none"> <li>• Assist with implementation of distance learning</li> <li>• Work with UComm to disseminate information</li> <li>• Act as back up to EH&amp;S to make sure web pages are updated and CD information is efficiently disseminated</li> </ul>	<ul style="list-style-type: none"> <li>• Support distance learning</li> <li>• Support general information (non-health) call center, if implemented</li> <li>• If POD is activated, provide appropriate resources</li> </ul>
International and Border Programs	<ul style="list-style-type: none"> <li>• Review department plan for continuity of operations</li> <li>• Issue advisories for students, faculty and staff planning international travel</li> <li>• Issue advisories for students, faculty, staff and visitors arriving from affected regions</li> <li>• Review policies and procedures for recalling students from affected regions</li> <li>• Reinforce education on infection control to your areas</li> </ul>	<ul style="list-style-type: none"> <li>• Advise, communicate with overseas students, faculty and staff</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to advise, communicate with overseas students, faculty and staff.</li> <li>• When possible, support overseas students, faculty and staff who are unable to return.</li> <li>• Support international student, faculty and staff remaining on campus</li> </ul>

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Provost, Office of	<ul style="list-style-type: none"> <li>• Develop /review departmental plan for continuity of operations with lines of succession and identify essential personnel and inform them of their responsibilities</li> <li>• Provide education on infection control to your areas</li> <li>• Support distance learning</li> <li>• Identify trigger and action points that prompt NMSU to                             <ul style="list-style-type: none"> <li>➢ refund tuition or other financial contingencies,</li> <li>➢ closure and evacuation of campus and student resident halls and housing</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Implement “NMSU Communicable Disease Social Distancing Policy” including telecommuting where possible for academic instruction</li> <li>• Direct academic departments on student absenteeism and allowed make up (to keep ill from attending class)</li> <li>• Allow for academic flexibility</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
Purchasing & Risk Management	<ul style="list-style-type: none"> <li>• Require business continuity plans as part of contracts that support essential functions</li> <li>• Review departmental continuity of operation plan</li> <li>• Procure and stockpile consumable supplies for health &amp; hygiene, if budget given by BO</li> <li>• Work with OFS to procure additional housekeeping supplies used for disinfection</li> <li>• Reinforce education on infection control to your areas</li> </ul>	<ul style="list-style-type: none"> <li>• Review contracts that support essential functions to ensure COOP and impacts on NMSU essential services</li> <li>• Verify continuity of supply chain</li> </ul>	<ul style="list-style-type: none"> <li>• Support emergency procurement</li> </ul>

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Police Department	<ul style="list-style-type: none"> <li>• Review CoOP for any changes needed</li> <li>• Intensive re-training of personnel on plan, practice with PPE</li> <li>• Review PPE stockpile, need supplies for a 30-60 day duration</li> <li>• Training of personnel specific to disease &amp; infection control</li> <li>• Offer vaccinations to personnel (if available)</li> <li>• Ensure all personnel are fit-tested on various respirators</li> </ul>	<ul style="list-style-type: none"> <li>• Distribute PPE</li> <li>• Training of Volunteers</li> <li>• Act as a point of contact for Office of Emergency Management</li> <li>• Assist NMSU departments with final plans to close offices and buildings</li> <li>• Liaison with NMSU Health Centers, EH&amp;S, Fire and CART to ensure implementation of NMSU plan</li> <li>• Alter dispatch protocols</li> <li>• PoD management</li> </ul>	<ul style="list-style-type: none"> <li>• Establish perimeters around designated facilities</li> <li>• Institute ID/credentialing of critical NMSU personnel</li> <li>• Activate Call Center to support JIC</li> <li>• Alter crime responses to handle changes brought on by public health emergency</li> <li>• Traffic Management</li> <li>• Institute suspicious death investigation protocols</li> <li>• Assist with implementation of People Tracker system</li> <li>• Coordinate and deploy volunteers</li> <li>• Assist with special duties at RSS site, POD site, convoy escorts, crowd management, PIO, etc.</li> </ul>
Research and Graduate Studies	<ul style="list-style-type: none"> <li>• Review research operations to identify current critical areas and support for maintaining those operations</li> <li>• Review continuity of operations plan for research and impacts to animal care</li> <li>• Reinforce education on infection control to your areas</li> </ul>	<ul style="list-style-type: none"> <li>• To allow staff to work from home, consider allowing off-campus access to information systems</li> </ul>	<ul style="list-style-type: none"> <li>• Animal Care Facility and IACUC supports research animals</li> </ul>
Student Affairs	<ul style="list-style-type: none"> <li>• Ensure students have access to health education on flu prevention &amp; infection control</li> <li>• Review departmental plan for continuity of operations</li> <li>• Reinforce education on infection control to your areas</li> </ul>	<ul style="list-style-type: none"> <li>• Ask students to plan leaving campus if classes are suspended</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Communicate with parents and families</li> <li>• Communicate with students/families remaining in Las Cruces</li> <li>• Communicate death notices</li> </ul>

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Student & University Health Centers	<ul style="list-style-type: none"> <li>• Provide health education on flu prevention &amp; infection control</li> <li>• Train personnel on COOP Plan for SHC/UHC</li> <li>• Promote/Give seasonal influenza vaccinations</li> <li>• Review PPE &amp; N95 needs; inventory</li> <li>• Essential personnel receive N95 fit testing. (Aerosol-producing procedure will require an N95.)</li> <li>• Order/stockpile self-care items and essential supplies</li> <li>• Initiate web/communication health advisories in collaboration with EH&amp;S/UComm</li> <li>• Develop vaccination &amp; surge care plans</li> <li>• Review SHC/UHC plan with OEM and DOH</li> <li>• Complete MOUs for vaccination PODS of CDC identified groups</li> <li>• Develop telephone and patient care triage protocols</li> <li>• Develop self-care, patient/care giver guidelines</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Activate Medical Command Center</li> <li>• Review/Modify (as needed) COOP Plan</li> <li>• Just in time training for Medical Reserve</li> <li>• Actively provide self care instructions via patient visits, web, Hotline, media</li> <li>• Essential personnel receive PPE and N95s</li> <li>• Telephone and flu clinic triage implemented</li> <li>• Daily report suspected cases to Medical Incident Command &amp; communication briefings</li> <li>• EAP/Counseling Center provides counseling services</li> <li>• Review guidelines for on-campus mass dispensing site (POD); prepare to implement</li> <li>• Activate emergency communications plans for timely distribution of information</li> <li>• Provide vaccination based on CDC guidelines (if available)</li> <li>• Activate surge care plan</li> <li>• Mobilize supplies, facilities, and staff for acute illness surge</li> </ul> <p>Intensified facility cleaning/waste disposal by OFS staff</p>	<ul style="list-style-type: none"> <li>• Establish Medical Command Center</li> <li>• Cancellation of routine care operations- social distancing</li> <li>• Triage dispensing of flu care kits</li> <li>• Illness surveillance- daily report to MIC</li> <li>• Essential personnel report to work</li> <li>• Daily report cases to Incident Command</li> <li>• Provide health services to remaining students in NMSU residences, family housing and off campus housing</li> <li>• Establish Aggie Care satellite facility (if students have been consolidated based on illness)</li> <li>• Provide residential visits for ill students</li> <li>• Assist DOH with investigation of suspected cases and contact tracing.</li> <li>• EAP/Counseling Center provides counseling services</li> </ul>
University Communications	<ul style="list-style-type: none"> <li>• Develop or review departmental continuity of operations plan with three-deep roster for successors and identify essential functions and personnel</li> <li>• Draft internal and external announcements</li> <li>• Disseminate announcements using one or all of the following tools: all campus email, NMSU web site, Everbridge and phone hotline (6-1000)</li> <li>• Reinforce education on infection control to your areas</li> </ul>	<ul style="list-style-type: none"> <li>• Establish media relations center (or remote access) to handle ongoing media needs</li> <li>• Obtain situational status briefing from Medical Incident Command</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Continue media relations using remote capabilities</li> </ul>

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All Department Heads and Unit Directors	<ul style="list-style-type: none"> <li>• Develop or review departmental continuity of operations plan with three-deep roster for successors and identify essential functions and personnel</li> <li>• Instructional departments planning for distance learning where possible</li> <li>• Build capacity to conduct essential operations temporarily through “work from home” and obtain approvals to do so</li> <li>• Instructional departments consider plans for student absenteeism and allowance for make up</li> <li>• Review influenza awareness and mitigation strategies with staff (symptoms, self isolate if ill, hygiene and increased cleaning common areas)</li> <li>• Report high volume absenteeism through Dean and VP level officials</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor campus communications and disseminate information</li> <li>• Plan to implement social distancing and other mitigation strategies</li> <li>• Prepare to activate continuity of operation plans – review with staff</li> <li>• Work out student absenteeism and allowed make up (to keep ill from attending class)</li> <li>• Allow for academic flexibility</li> <li>• Report high volume absenteeism from classroom or workplace through Dean and VP level officials</li> </ul>	<ul style="list-style-type: none"> <li>• Implement “NMSU Communicable Disease Social Distancing ” including telecommuting where possible</li> <li>• Activate departmental continuity of operation plans to maintain essential functions</li> </ul>
Dona Ana Public Health Department (DoH)	<ul style="list-style-type: none"> <li>• Train Medical Reserve Corps</li> <li>• Review NMSU plans</li> <li>• Authorize MoU’s</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinate communications</li> <li>• Provide PoD supplies for vaccination</li> </ul>	If vaccine or antivirals are to be distributed via POD: <ul style="list-style-type: none"> <li>• Supply volunteers</li> <li>• Offer use of on-campus sites</li> </ul>
LC Hospitals			<ul style="list-style-type: none"> <li>• Alternate care facilities established</li> <li>• Care for critically ill students</li> </ul>
DoH POD Resources, including limited dispensing of medicines to essential personnel	(POD means “Point of Distribution”—a site for the mass dispensing of medicines)	<ul style="list-style-type: none"> <li>• Prepare to activate POD and provide appropriate resources</li> </ul>	If vaccine or antivirals are to be distributed via POD: <ul style="list-style-type: none"> <li>• Activate on-campus mass dispensing site</li> <li>• POD first responders must report</li> <li>• Provide appropriate resources</li> <li>• Adjust procedures and notification if limited dispensing</li> </ul>

★★★Level 3: All Departmental continuity of operation plans are activated and essential personnel report and maintain essential functions

The most current plan is posted at <http://www.nmsu.edu/~safety/emergency.htm>

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For purposes of this document the following definitions will be used:

- Level I –Sustained human-to-human transmission of a communicable disease (seasonal flu, emerging disease); Routine local operations not affected; possible international travel advisories, CDC recommends isolation of the ill
- Level II – Emerging disease with sustained human to human transmission at a local level (novel influenza); impacts routine operational capability; Public Health recommend social distancing, travel warnings, self isolation for those with illness and persons with high risk (immune-compromised, pregnancy, asthma, morbidly obese)
- Level III – Unusually high local absenteeism (faculty, staff, students); Public Health recommendation to suspend schools & public gatherings; International travel restrictions

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