

Annex 7. Part 2. Antivirals Distribution, SNS

Person responsible: SNS Coordinator
Back up: Director, Public Health Systems

Rationale:

If an influenza pandemic has occurred, or is imminent, it is anticipated the emergency would quickly deplete medical and pharmaceutical resources across the state. Maine would request the deployment of Strategic National Stockpile assets, likely to include antivirals and Personal Protective Equipment, by the U.S. CDC to support response efforts.

Once the U.S. CDC has approved Maine's request for medical supplies and pharmaceuticals, the SNS Operations Management Team would activate and be instructed to proceed to the designated SNS Receipt Staging and Storage (RSS) warehouse, where SNS Security personnel would have conducted a field security assessment, established a perimeter and activated a station to screen and credential authorized SNS personnel. SNS materiel would be en route and would arrive within 24-48 hours. Additional assets would be requested as needed.

Maine CDC would determine where medical supplies and pharmaceuticals are required and would provide their distribution request to the SNS Operations Management Team residing at the SNS RSS warehouse. The Maine Department of Transportation (Maine DOT) would lead the distribution of SNS materials by supplying trucks, drivers and technical expertise. Maine Army National Guard would provide backup with both trucks and personnel.

Assumptions:

- Maine conducts ongoing surveillance to help determine the need for SNS resources
- Maine CDC detects biological events that may cause a public health emergency
- Northern New England Poison Center collects data about the Maine's collective pharmaceutical supplies inventory that is accessible by the Maine CDC
- Inventory data for essential hospital medical supplies and bed surge capacity can be identified through ongoing communications with appropriate Regional Resource Center directors or their designees
- There is a signed MOU between U.S. CDC and State of Maine for SNS Operations
- Maine CDC has Memorandum of Understandings (MOU) in place to guarantee the availability of selected RSS sites
- At the time of the event, one RSS location will be chosen for receipt of SNS materiel based on a collaborative decision among key partners and the scope and nature of the event
- Necessary personnel will be available and prepared to work per 12-hour shifts at the RSS
- RSS warehouse operations will be managed by vendor trained warehouse teams with support from State and local agencies where available and necessary
- Supplies and equipment necessary for RSS operations will be identified and procured as needed

- RSS functions will be made operational through identification of key personnel, by the development of job action sheets, and where needed by providing “Just-in-Time” training
- Chain of Custody will be maintained using protocols and policy established and documenting with the appropriate forms.

Overview:

The Maine Strategic National Stockpile Plan (Maine SNS Plan) describes how the state will request, receive, and distribute medical supplies and pharmaceuticals within the Strategic National Stockpile or SNS - a federal asset managed by the U.S. CDC that augments state supplies needed to respond to a public health emergency. The Maine SNS Plan will be activated when critical medical supplies in the State of Maine are insufficient, or are anticipated to be insufficient, to respond to a public health emergency. Such an event could be immediate or anticipated as a result of terrorist attacks, emerging pathogens, major natural phenomenon or industrial accidents, to include an influenza pandemic.

This Annex outlines the distribution of critical SNS asset, likely to include antivirals and Personal Protective Equipment, requested by the State of Maine and sent by the U.S. CDC to support pandemic influenza response efforts.

Maine’s SNS Operations Management Team will notify the SNS Distribution Lead or designee as soon as the SNS request is being considered. The Distribution Lead will then begin the process of notification of drivers and vehicles. As soon as CDC sends confirmation that SNS materiel will be shipped, the Distribution Lead will be notified of the RSS location. Based on the scope and size of the event, the Distribution Team will proceed to the RSS site. The Distribution Lead will go to the RSS, set up operations and provide just-in-time training to drivers, a list of destinations and routes (determined on the day of the delivery) and instructions for handling controlled substances. The Maine DOT has currently been transitioned to be Maine’s SNS Distribution Lead. The Maine Army National Guard will be back up for distribution. Delivery destinations will be notified of the delivery vehicle’s departure and estimated time of arrival. Authorized individuals will sign for the shipment.

Assignment of Responsibilities

1. The **Distribution Lead** will:
 - a. Coordinate and dispatch needed resources from the Maine DOT EOC or back up location, and/or the Maine EOC located at the Maine Emergency Management Agency.
 - b. Work hand-in-hand with the RSS Site Manager and Maine CDC RSS liaison to ensure there is transportation available to move assets from the RSS facility to the appropriate sites.
 - c. Provide detailed transportation resources to include but not limited to the number of available trucks and drivers, as well as a listing of the DOT regional offices.
 - d. Supervise:
 - Vehicle drivers
 - Mechanics to keep vehicles running
 - Other personnel to fuel and recover broken vehicles

- The assignment of deliveries to specific drivers and track the movement of vehicles to ensure they arrive at delivery points and return to the RSS facility as expected
 - e. Participate in call down exercises prior to an event to ensure the timeliness of the response.
 - f. Develop delivery routes and transportation plans that will detail distribution of SNS assets to all perspective delivery locations/PODs.
 - g. Develop and maintain a communication system for tracking transportation vehicles, and for connecting with other SNS leads, including Security.
 - Define radio frequencies for communications with vehicle dispatchers, delivery points, and security forces (the last is critical for the smooth operation of your distribution network because of the problems that crowds and traffic congestion may produce).
 - Alert all key partners regarding problems with various communication capabilities (phone, fax, cell phone or email) that may affect the use of those capabilities.
 - h. Participate in SNS Management Team call downs among delivery locations, inventory control systems, law enforcement, supporting organizations and the Maine EOC.
 - i. Assure that all transportation staff have appropriate identification and badges so that they do not encounter problems from authorities as they deliver materiel.
 - j. Follow established process that complies with the DEA's procedures for handling and transporting controlled substances and maintain chain of custody.
 - k. Establish and maintain communication with vehicle operators by cell phone or radio.
 - l. Notify destinations of the vehicles' departures and estimated time of arrival.
 - m. Fax the destination a manifest for the shipment if possible and/or if needed.
 - n. Report status of inventory hourly to RSS site manager if requested.
 - o. Coordinate a Law Enforcement escort for each delivery vehicle if deemed necessary.
 - p. Coordinate the return of unused materiel to the RSS when ordered.
 - q. Utilize a manual or automated system to keep track of:
 - i. Assets by customer for delivery at the RSS facility
 - ii. Assets in transit by customer, including the location of the delivery vehicle
 - iii. Preferred routes
 - iv. Locations of problems, such as contaminated areas, congestion, closed road, and downed bridges that may require rerouting vehicles
 - v. Drivers who need repair, security, relief, or other support
2. The **Distribution Drivers** will:
- a. Deliver SNS materiel using the distribution plan (determined on the day of the delivery) based on the Maine DOT and Maine National Guard current planning documents.
 - b. Obtain signature of authorized individual on driver/bill of lading copy of the issue document.
 - c. Provide authorized individual with "customer" copy of the issue document.
 - d. Return signed receipt (with customer's original signature) to inventory control at RSS if possible.
 - e. Recover SNS equipment and unused materiel after an event.

- f. Pick up new order forms at PODs, hospitals, and alternate care sites during their deliveries when radio or telephone links are inoperable.
3. The **RSS Repackaging Lead** will oversee the repackaging process of taking bulk medicines and putting them into unit-of-use containers if needed.
 4. **The Maine CDC** will:
 - Work hand in hand with Distribution Lead to coordinate distribution plan and resources.
 - Provide the Distribution Lead with the location of PODs, hospitals, alternate care sites, and other sites that may need delivery of SNS assets.
 - Share maps and directions to each location with suggested routes marked that avoid contaminated areas and significant congestion.
 - Develop and update contact information for each delivery location.
 - Schedule meetings with the Distribution lead and team members as needed to review and update the current SNS State Plan.
 - Provide the locations of airports and the existence of any air-traffic-control problems that may hinder the delivery of SNS assets.

Scalability of Actions based on Severity and Transmissibility

	HTH Transmissibility (Illness Rate in the Pop)		
	Low Rare	Medium 5-20%	High 20-40%
	Pandemic Severity Index (Case Fatality Ratio)		
Interventions	1 Low <0.1 CFR	2 and 3 Medium 0.1 - <1.0 CFR	4 and 5 High 1.0- = >2.0 CFR
Activate Distribution Back-up, Maine National Guard to support or relieve Maine DOT in distribution operations	Generally not recommended	Consider	Recommend

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Maine Inter-Pandemic Period
<p>Mitigation and Preparedness ME Level 0, I, II</p> <ol style="list-style-type: none">1. Work hand in hand with Distribution Lead to coordinate distribution plan and resources.2. Provide the Distribution Lead with the location of PODs, hospitals, alternate care sites, and other sites that may need delivery of SNS assets.3. Share maps and directions to each location with suggested routes marked that avoid contaminated areas and significant congestion.4. Develop and update contact information for each delivery location.5. Schedule meetings with the Distribution lead and team members as needed to review and update the current SNS State Plan.
Maine Pandemic Alert Period
<p>Heightened Preparedness: On Standby ME Levels III, IV</p> <ol style="list-style-type: none">1. Review contact information for SNS Operations Management Team2. Issue Health Alert Network alert to put SNS Operations Management Team on standby3. Contact Distribution Lead to determine available resources, including trucks and drivers
Maine Pandemic Period
<p>Activate Response Plan ME Levels V, IV</p> <ol style="list-style-type: none">1. Coordinate and dispatch needed resources from the Maine DOT EOC or back up location, and/or the Maine EOC located

- at the Maine Emergency Management Agency.
2. Work hand-in-hand with the RSS Site Manager and Maine CDC RSS liaison to ensure there is transportation available to move assets from the RSS facility to the appropriate sites.
 3. Develop delivery routes and transportation plans that will detail distribution of SNS assets to all perspective delivery locations/PODs.
 4. Develop and maintain a communication system for tracking transportation vehicles, and for connecting with other SNS leads, including Security.
 5. Define radio frequencies for communications with vehicle dispatchers, delivery points, and security forces (the last is critical for the smooth operation of your distribution network because of the problems that crowds and traffic congestion may produce).
 6. Assure that all transportation staff have appropriate identification and badges so that they do not encounter problems from authorities as they deliver materiel.
 7. Follow established process that complies with the DEA's procedures for handling and transporting controlled substances and maintain chain of custody.
 8. Establish and maintain communication with vehicle operators by cell phone or radio.
 9. Notify destinations of the vehicles' departures and estimated time of arrival.
 10. Fax the destination a manifest for the shipment if possible and/or if needed.
 11. Report status of inventory hourly to RSS site manager if requested.
 12. Coordinate a Law Enforcement escort for each delivery vehicle if deemed necessary.
 13. Utilize a manual or automated system to keep track of:
 - a. Assets by customer for delivery at the RSS facility
 - b. Assets in transit by customer, including the location of the delivery vehicle
 - c. Preferred routes
 - d. Locations of problems, such as contaminated areas, congestion, closed road, and downed bridges that may require rerouting vehicles
 - e. Drivers who need repair, security, relief, or other support
 14. Deliver SNS materiel using the distribution plan (determined on the day of the delivery) based on the Maine DOT and Maine National Guard current planning documents.
 15. Obtain signature of authorized individual on driver/bill of lading copy of the issue document.
 16. Provide authorized individual with "customer" copy of the issue document.
 17. Return signed receipt (with customer's original signature) to inventory control at RSS if possible.
 18. Pick up new order forms at PODs, hospitals, and alternate care sites during their deliveries when radio or telephone links are inoperable.

Maine Post Pandemic Recovery

Recovery Activities

ME Levels VII

1. Recover unused SNS materiel and return to RSS or other designated warehouse
2. Debrief workforce personnel
3. Assist in after-action report

Annex 7. Part 2. Antivirals Distribution, SNS Summary Matrix

<p>Annex 7 Part 2. Antiviral Distribution, SNS</p>	<p>Maine Inter-Pandemic Period: Awareness Mitigation/ Preparedness ME Level 0, I, II</p>	<p>Maine Pandemic Alert Period: Standby Heightened Preparedness ME Levels III, IV</p>	<p>Maine Pandemic Period: Activate Response ME Levels V, IV</p>	<p>Maine Post Pandemic Recovery Period Recovery ME Levels VII</p>
<p>Distribution</p>	<p>Work hand in hand with Distribution Lead to coordinate distribution plan and resources.</p>	<p>Contact Distribution Lead to determine available resources, including trucks and drivers.</p>	<p>1. Develop delivery routes and transportation plans that will detail distribution of SNS assets to all perspective delivery locations/PODs. 2. Deliver SNS materiel using the distribution plan (determined on the day of the delivery) based on the Maine</p>	<p>Recover unused SNS materiel and return to RSS or other designated warehouse</p>