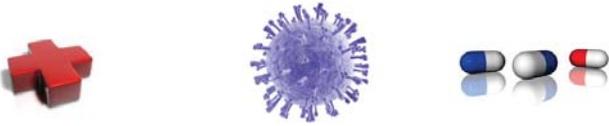


Arizona Department of Health Services

Andrew Lawless, Training Officer
Bureau of Public Health Emergency Preparedness

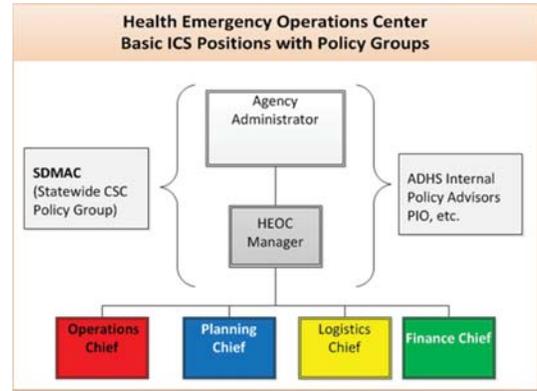
Arizona Crisis Standards of Care (CSC) Public Engagement Workgroup



Health and Wellness for all Arizonans



1



p. 33



Health and Wellness for all Arizonans



2

Job Action Sheets

Definition: A Job Action Sheet, or JAS, is a tool for defining and performing a specific emergency response functional role.

Note: For many of these SDMAC roles the “Reports to” and “Supervises” sections are blank



Health and Wellness for all Arizonans



3

SDMAC Members

- ADHS Director
- ADHS Policy Group Advisor
- SDMAC Liaison to HEOC
- Partner Agency Committee Members (local, state, fed., tribal)
- Healthcare Coalition Members (facilities, pre-hospital, out of hospital)
- Subject Matter Experts

4

Today’s Review

- Job Action Sheets for SDMAC
 - ADHS (CSC) Policy Advisor
 - Partner Agency Committee Member
- Facility Level
 - Clinical Care Director
 - Triage Officer

Two example job action sheets have been created to support CSC planning at the facility level.

These position descriptions may serve as an template for facility-level planners.

- Clinical Care Director
- Triage Officer



Health and Wellness for all Arizonans



5



Health and Wellness for all Arizonans



6

ADHS Policy Group Advisor

Qualifications and Training

- Senior ADHS staff person (e.g. Assistant Director, Medical Director, or Legislative Liaison, or Legal Counsel)
- IS 100, 200, 700, 800, 300, 400
- Knowledge of HEOC Standard Operating Procedures
- Knowledge of Arizona Crisis Standard of Care Plan and appended CSC Code of Ethics

Overall Responsibilities

- Reports to the Agency Director
- Oversee SDMAC operations
- Coordinate with HEOC, SEOC, and public information staff
- Ensure the development of timely policies, priorities, and protocols



Health and Wellness for all Arizonans



7

Partner Agency Committee Member

Qualifications and Training

- Public health, emergency management, or other stakeholder from local, state, or federal agencies, or a representative from a state medical board or association.
- IS 100, 200, 700, 800, 300, 400
- Knowledge of government, healthcare system, emergency management, or public health emergency preparedness
- Review Arizona Crisis Standard of Care Plan and appended CSC Code of Ethics

Overall Responsibilities

- Contribute to the development and/or implementation of statewide crisis standards of care guidance, including protocols and priorities for the allocation of scarce medical resources
- Liaison between respective agency and the SDMAC.



Health and Wellness for all Arizonans



8

Clinical Care Director

Qualifications and Training

- Physician
- Knowledge of healthcare system, public health emergency preparedness, and medical surge
- Hospital Incident Command System (HICS) 100, 200, 700, 800
- Review Arizona Crisis Standard of Care Plan and appended CSC Code of Ethics

Overall Responsibilities

- Oversee the implementation of CSC priorities and protocols at healthcare facility
- Coordinate between SDMAC/RDMAC and healthcare facility
- Coordinate CSC priorities and protocols with facility emergency operations (Incident Command)
- Provide situational awareness related to medical surge and CSC to SDMAC/RDMAC as appropriate



Health and Wellness for all Arizonans



9

Triage Officer

Qualifications and Training

- Physician or qualified triage nurse
- Knowledge of healthcare system and medical surge
- Hospital Incident Command System (HICS) 100, 200, 700, 800
- Critical Incident Stress Management (CISM) training as required
- Review AZ Crisis Standard of Care Plan and appended CSC Code of Ethics

Overall Responsibilities

- Reports to the Clinical Care Director
- Triage patients according to CSC priorities and protocols developed/implemented by the SDMAC
- Reports space, staff, and supply needs to the facility emergency operations center
- Provide information to the Clinical Care Director for inclusion in status reports



Health and Wellness for all Arizonans



10

SDMAC Job Action Sheets: TAKE 10 MINUTES TO DISCUSS AT TABLES

- How would these job action sheets support CSC operations at your organization?
- How might these job action sheets be integrated with established Incident Command (IC) practices at your organization?
- How could they be improved?

Clinical Coordination Job Action Sheets: TAKE 10 MINUTES TO DISCUSS

- How could these job action sheets support CSC operations at healthcare facilities?
- How can these job action sheets help ensure separation of triage from patient care during CSC conditions?
- How could they be improved?



Health and Wellness for all Arizonans



11

Next Steps

- Planning Milestones
- Finish Concept of Operations – April 2014
- Compile first draft – May 2014
- Tabletop Exercise – June 4, 2014



Health and Wellness for all Arizonans



12