

# PUBLIC HEALTH MUTUAL AID: Making it Happen

A comprehensive tool for developing local public health mutual aid agreements, including:

- A Model Public Health Mutual Aid Agreement
- An explanation of template provisions for municipal officials and municipal attorneys
- Descriptions of real world examples of events that may require mutual aid
- Answers to Frequently Asked Questions likely to be raised during implementation
- A Leadership & Advocacy Training to prepare public health officials to implement public health mutual aid agreements

These materials can be downloaded at:

<http://www.cambridgepublichealth.org/services/emergency-preparedness/products.php>

or <http://www.naccho.org/pubs/toolbox/program.cfm?id=9>

For more information about this product, please contact Garrett Simonsen at [gsimonsen@challiance.org](mailto:gsimonsen@challiance.org).

Public Health Mutual Aid:

# Making it Happen



Cambridge Public Health Department  
Cambridge Health Alliance

This **Mutual Aid Toolkit** was developed by the Cambridge Public Health Department Advanced Practice Center for Emergency Preparedness, a resource to the 27 communities in Massachusetts Emergency Preparedness Region 4b, and to local and regional public health practitioners nationwide. The Cambridge APC includes experts in preparedness planning, political science, public health law, sociology, public policy, adult education, surveillance, epidemiology, and community-based research. Its work focuses on community and regional readiness for a public health emergency by developing, implementing, and evaluating novel regional solutions to the preparedness problems facing local health authorities.

# Got Signage?

In an emergency, service and process information within a point of distribution (POD) must be clearly communicated to clients. Ensuring that information is accessible improves efficiency, decreases client anxiety, and expands usability by at-risk populations.



**Screening  
Revisión**

**The Cambridge Advanced Practice Center  
for Emergency Preparedness presents:**

**Pictogram-based Signs for Mass Prophylaxis Services**

Developed in collaboration with local and state public health professionals — and experts in universal design and accessibility — these signs provide:

- Large, high contrast pictograms of station activities — select from up to 10 station signs!
- Simple, one-word descriptions in English & Spanish — 13 other languages available!
- 4-step process sign — sign featured on reverse
- All-Hazards Approach to allow versatility & scalability



Process Sign

All signs 24" x 30"

## Signs:

- Enter
- Start
- Registration
- Screening
- Wait
- Treatment
- Children
- Aid
- Support
- Exit

## Translations:

- Arabic
- Cambodian
- Chinese
- French
- German
- Greek
- Haitian Creole
- Italian
- Korean
- Polish
- Portuguese
- Russian
- Vietnamese

To learn more and obtain print ready, full color graphics files:

<http://www.cambridgepublichealth.org/services/emergency-preparedness/products.php>

For more information about the signs and their development, please contact Garrett Simonsen at [gsimonsen@challiance.org](mailto:gsimonsen@challiance.org).

# Emergency Mass Prophylaxis Planning

## Emergency Dispensing Site Action Plan & Introductory Training for the Incident Management Team

**The Emergency Dispensing Site (EDS) Action Plan** is a point of distribution plan written from an all-hazards perspective. Designed for single or multi-community operations, it supports emergency mass dispensing or vaccination services on any scale and for a wide range of public health threats. The Action Plan includes a process for planning, opening, operating, and closing using task flow diagrams and brief narration. Critical plan elements, such as job action sheets and planning documents, are included.

**The Introductory Training for Incident Management Team** develops participants' knowledge and skills for managing mass prophylaxis operations. This training is designed for senior managers or supervisors with limited time. Curriculum materials complement the EDS Action Plan Template.

# Emergency Mass Prophylaxis Planning

Emergency Dispensing Site Action Plan &  
Introductory Training for the Incident Management Team

The EDS Planning and IMT Training materials may be accessed at  
<http://www.cambridgepublichealth.org/services/emergency-preparedness/products.php>

For more information about this product,  
please contact Garrett Simonsen at [gsimonsen@challiance.org](mailto:gsimonsen@challiance.org).



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