

Montgomery County, MD Advanced Practice Center Tools and Resources



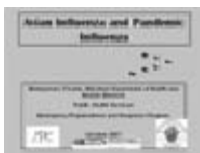
Emergency Preparedness Checklist for Case Management and Home Care Services

This Emergency Preparedness Checklist is designed to ensure that clients receiving home care and case management services have a conversation, develop an emergency plan and gather a three day or more supply of nine essential items in preparation for an emergency event. The Checklist is designed to be cut and/or copied and directly inserted into a client's chart. This Checklist can be used in conjunction with Montgomery County APC's Plan to Be Safe Campaign materials.



Plan to Be Safe Campaign

This is an educational toolkit (available in PDF) that was originally targeted to the senior citizen population. However due to the friendly format, Montgomery County launched it as a county-wide campaign in September 2005. The toolkit includes a poster with a take-away brochure which emphasizes preparing a disaster kit with at least 9 items and a tri-fold brochure. The tri-fold emphasizes a three step plan, of which preparing a disaster kit is one step. Each product within the toolkit is also available in a downloadable format that will allow for individual customization (poster, take-away brochure, and tri-fold brochure). A guidance document has been created, which provides suggestions on how the materials may be customized and instructions for printing.



Avian Influenza and Pandemic Influenza Power Point Presentation and Guide

A two-fold deliverable that includes a basic educational power point presentation as well as a presentation guide with resource materials for persons wishing to gain more knowledge and awareness on the topic of avian and pandemic influenzas. This presentation can be used as a self-guided presentation or downloaded to use in a presentation format. All materials can be modified to suit different audiences, communities and needs.

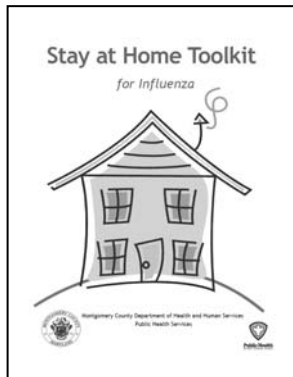


Tip Sheet: Building a Continuity of Operations Plan (COOP) Identifying and Prioritizing Critical Health Services

A significant piece for local health departments in planning and preparing for a public health emergency, such as a pandemic influenza, is developing a Continuity of Operations Plan (COOP). A COOP facilitates the performance of a health department's functions during an emergency or other situation which may interrupt normal services. This tip sheet guides local health departments through the second phase of COOP planning, the process of identifying critical functions and services. Montgomery County APC provides a case study of the process through the eyes of the county's Communicable Disease & Epidemiology Program.

Clinic Planning Model Generator

The Clinic Planning Model Generator Computer (CPMG) was designed in collaboration with the Dr. Jeffrey Herrmann, Associate Professor, Department of Mechanical Engineering and Institute for Systems Research, University Of Maryland College with the Montgomery County, MD APC. The purpose and use of the CPMG is to improve flow patterns of patients through the points of dispensing (PODs) and allows health emergency planners to quickly project the number of days needed to vaccinate/medicate patients, the number of employees needed to staff the PODs, the queue length and queue wait time (time in line at a station), and the total time in the POD. The CPMG can be used for PODs planning prior and during an influenza pandemic outbreak for antiviral and/or vaccine distribution. **Access this tool at <http://www.isr.umd.edu/Labs/CIM/projects/clinic/>**



Stay At Home Toolkit

In the event of an outbreak, hospitals, ERs, doctors' offices, emergency medical personnel and clinics will likely be overwhelmed. Most people will be able to be cared for at home. See the *Stay At Home Toolkit* (PDF) for basic Information on what household members can do to prevent the spread of flu and to care for someone who has the flu. **Access this tool at www.montgomerycountymd.gov/pandemicflu**

For more tools and resources from Montgomery County, APC or the National Association of County and City Health Officials, please go to:

www.montgomerycountymd.gov/apc

www.naccho.org