ROME MEMORIAL HOSPITAL
SWINE FLU
APRIL 2009

OPERATIONAL PERIOD 1
09:00 APRIL 27, 2009
TO
09:00 APRIL 28, 2009
### HCS 202 – INCIDENT OBJECTIVES

<table>
<thead>
<tr>
<th>1. INCIDENT NAME</th>
<th>SWINE FLU 2009</th>
<th>2. DATE PREPARED</th>
<th>4/27/09</th>
<th>3. TIME PREPARED</th>
<th>09:00</th>
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4. OPERATIONAL PERIOD DATE/TIME 09:00 – 09:00 (4/28/09)

5. GENERAL COMMAND AND CONTROL OBJECTIVES FOR THE INCIDENT (INCLUDING ALTERNATIVES)

1) PROVIDE ACCURATE PRESS RELEASE TO NEWS MEDIA BEFORE 12:00.
2) PROVIDE EFFECTIVE STAFF INFORMATION WITHIN 6 HOURS.
3) PROVIDE EFFECTIVE MEDICAL STAFF INFORMATION WITHIN 6 HOURS.
4) TRAIN PATIENT REGISTRATION STAFF ON APPROPRIATE INITIAL TRIAGE STEPS.
5) TRAIN EMERGENCY DEPARTMENT STAFF ON APPROPRIATE TRIAGE AND TREATMENT PROTOCOLS

6. WEATHER / ENVIRONMENTAL IMPLICATIONS FOR PERIOD (include as appropriate: forecast, wind speed/direction, daylight)

NO ADVERSE WEATHER EFFECTS FOR THIS PERIOD.

7. GENERAL SAFETY / STAFF MESSAGES TO BE GIVEN

(Examples: Personal Protective Equipment (PPE), Precautions, Case Definitions (refer to HICS 261 Incident Action Plan Safety Analysis))

1) STAFF MUST PRACTICE PROPER HAND HYGIENE.
2) STAFF MUST USE SURGICAL MASK OR N95.
3) WATCH FELLOW EMPLOYEES FOR SIGNS AND SYMPTOMS OF THE FLU.
4) FULL PPE NECESSARY FOR SUSPECTED PATIENTS WITH SWINE FLU

8. ATTACHMENTS (mark if attached)

- [x] Organization Assignment List - HICS 203
- [ ] Medical Plan - HICS 206
- [ ] Traffic Plan
- [ ] Branch Assignment List - HICS 204
- [ ] Facility System Status Report – HICS 251
- [ ] Incident Map
- [ ] Incident Communications Plan - HICS 205
- [ ] Incident Action Plan Safety Analysis –HICS 261
- [ ] Other

9. PREPARED BY (PLANNING SECTION CHIEF): A. CHRYSLER

10. APPROVED BY (INCIDENT COMMANDER): A. CHRYSLER

11. FACILITY NAME: ROME MEMORIAL HOSPITAL

Purpose: Define objectives and issues for operational period.

Origination: Planning Section Chief

Copies to: Command Staff, General Staff and Documentation Unit Leader
12. SUMMARY OF CURRENT ACTIONS

1. NYS DOH has confirmed 8 cases of Swine Flu in NYC on 4/26/09.

2. HPN Alert #2 issued prior to 08:00 on 4/27/09. RMH activated Medical Alert Phase 1 at approximately 09:00.

3. A. Chrysler IC, lead initial situation briefing and facilitated IAP creation.

4. Staff communications and interim training will be the priority for the first operational period
ROME MEMORIAL HOSPITAL

HICS 203 – ORGANIZATION ASSIGNMENT LIST

1. INCIDENT NAME: SWINE FLU
   2. DATE PREPARED: April 27, 2009
   3. TIME PREPARED: 09:00
   4. OPERATIONAL PERIOD DATE/TIME: 09:00-09:00 4-28-2009

5. Incident Commander and Staff
   Incident Commander: ALLAN CHRYSLER
   Public Information Officer: CASSIE WINTER
   Liaison Officer: ALLAN CHRYSLER
   Safety Officer: DONNA ZITO

6. Operations Section
   Chief: LEANNA GRACE
   Staging Manager
   Medical Care Branch
   Infrastructure Branch
   Security Branch
   Business Continuity Branch
   HazMat Branch
   Other Branch:

7. Planning Section
   Chief: ALLAN CHRYSLER
   Resources Unit
   Situation Unit

8. Logistics Section
   Chief: GINA HAMLIN
   Service Branch
   Support Branch
   Other Branch:

9. Finance/Administration Section
   Chief

10. Agency Representative (in Hospital Command Center)
    PRESIDENT / CEO RMH: DARLENE BURNS
    SR. V.P. / COO: BASIL ARIGLIO

11. Hospital Representative (in External EOC)
    External Location

12. PREPARED BY (RESOURCES UNIT LEADER) A. CHRYSLER - PSC
13. FACILITY NAME: ROME MEMORIAL HOSPITAL

Purpose: Document staffing
Origination: Resources Unit Leader
Copies to: Command Staff, General Staff, Agency Staff, Branch Directors, and Documentation Unit Leader