

**HBDHB CIMS INCIDENT ACTION PLAN**

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| <p><b>INCIDENT NAME:</b><br/>Havelock North Gastro</p> <p><b>ACTION PLAN ISSUED BY (Section /Unit):</b><br/>Ken Foote – Incident Controller</p> <p><b>APPROVED BY (Name):</b></p> <p><b>DATE: 14 August 2016</b></p> <p><b>TIME: 1300 hrs</b></p> <p><b>PRIORITY: High</b></p> <p><b>EOC/ICP Location: HBDHB EOC</b></p> <p><b>CONTACT DETAILS:</b></p>  | <p><b>Situation Summary:</b> (Include relevant output/resource statistics/capabilities/assessments as at report date/time)</p> <p><u>HDC</u><br/>Tests yesterday clear at this point, confirmed later today.<br/>Focus on rural areas, chlorinating private tanks.<br/>Lot of enquires re school closures..</p> <p><u>PHU</u></p> <ul style="list-style-type: none"> <li>- Put in place, more effective surveillance</li> <li>- Templates updated for GP's &amp; Rest homes</li> <li>- Health line 60 calls since Friday</li> <li>- Epicene cases starting on 8 August 2016 – coming from reports from GP's, ED, indicative feel</li> <li>- Resource info primary care open today.</li> </ul> <p><u>Hospital</u></p> <ul style="list-style-type: none"> <li>- Cases in ED 15 presentations, 1 admission overnight</li> <li>- Extra resources in ED &amp; for next 24 hours</li> </ul> <p><u>Primary Care</u></p> <ul style="list-style-type: none"> <li>- Te Mata 3 positive tests back overnight</li> <li>- 2 Pharmacies in Havelock North have opened, fact sheets in hard copy – Gilmours / Dentons</li> <li>- Hasting Health Centre 15 in first hour this morning</li> <li>- The Doctors Hastings 1 gastro, busy yesterday</li> <li>- Totara Health – busy yesterday, extra staff</li> <li>- 54 on PHU log 3 out of town, 4 Hastings</li> </ul> <p><u>Ambulance</u></p> <ul style="list-style-type: none"> <li>- 21 Calls yesterday / 6-7 transported.</li> <li>- 1 call overnight</li> <li>- 0906 – 7 calls since to Havelock North</li> <li>- Resources being brought in</li> <li>- Rest homes 16 Mary Doyle, 9 Waiapu, 2 Summerset, DN's working</li> </ul> <p><u>Media</u></p> <ul style="list-style-type: none"> <li>- TV1 item overnight – Confusion due to indecisiveness that it was contagious</li> <li>- Request for interviews today</li> </ul> |
| <p><b>Incident Objective:</b> (What are we wanting to achieve)</p> <p>To determine the cause and control the outbreak of gastroenteritis in Havelock North</p> <p>Support health service escalation and plan for ongoing demand</p>  | <p><b>Coordination Issues:</b><br/>Meetings/Briefings:<br/>Full CIMS/IMT briefing/planning meeting<br/>1600hrs Sunday 14 August</p> <p><b>Reports:</b><br/>Health EMIS activated – All Action Plans to be posted<br/>Maintain liaison with MoH</p> <p><b>Other:</b><br/>Central point for all emails etc:<br/><a href="mailto:emergency.response@hbdhb.govt.nz">emergency.response@hbdhb.govt.nz</a></p> <p>All documents saved in the Emergency response folder on I drive</p>  |
| <p><b>Plan of Action/Strategy:</b> (Brief summary of what we are doing and/or planning to do locally to achieve the objective)</p> <p>Continue with existing messaging and strategy.<br/>Enhance surveillance and intelligence collection<br/>Provide fact sheets and advice as appropriate<br/>Continue support to Primary care and plan for Impact on hospital</p>   | <p><b>Plan of Action/Detailed Tasks:</b> (Summary of what each operational and supporting unit is doing and/or planning to do)</p> <p><b>Primary Care</b></p> <ul style="list-style-type: none"> <li>- Maintain liaison with GP and rest homes</li> <li>- Support HN GP as necessary</li> <li>- Continue DN support to HN rest homes</li> <li>- Distribute additional advisory/fact sheets as required</li> <li>- Support HN community pharmacies as required</li> </ul> <p><b>St John</b></p> <ul style="list-style-type: none"> <li>- Enhance resourcing to meet staff shortages and potential increase in demand</li> </ul> <p><b>Hospital</b></p> <ul style="list-style-type: none"> <li>- Maintain additional resourcing in ED</li> <li>- Develop plan for hospital for Monday – taking into account staff absence and potential demand.</li> </ul>   |
| <p><b>Planning &amp; Intelligence/Public Health</b></p> <ul style="list-style-type: none"> <li>- Enhance intelligence gathering and surveillance</li> <li>- Develop advisory for schools and liaise with Ministry of Education</li> <li>- Maintain liaison with Healthline</li> <li>- Personal visits to key general practices to assist with data gathering</li> <li>- Maintain liaison with MoH Environmental Health.</li> </ul> | <p><b>CTAG</b></p> <ul style="list-style-type: none"> <li>- Develop fact sheet for health care workers</li> <li>- Consider fact sheet/advisory for paediatrics and mid wives</li> <li>- Information for community pharmacies</li> </ul>  |

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|   | <p><b>HDC</b></p> <ul style="list-style-type: none"> <li>- Maintain chlorination and ongoing focus on rural tanks</li> <li>- Consider options for provision of water to HN schools on Monday</li> </ul>   |  |
| <p><b>Command and Control:</b><br/> <b>Key Appointments:</b><br/> Incident Controller – Ken Foote<br/> Planning &amp; Intelligence Manager – Ashton Kirk<br/> Logistics manager – Aaron Howes<br/> Operations Manager – David Warrington<br/> DHB On Call Manager – Wietske Cloo<br/> Primary Care Liaison – Liz Stockley<br/> CTAG<br/> - Andrew Burns<br/> - Sandra Bee<br/> - Margaret Drury<br/> Medical Officer of Health – Nick Jones</p> <p>Contact Details:<br/> EOC – HBDHB Extn # 7145</p> <p>Changeovers: 1600 Sunday 14 August 2016</p> | <p><b>Communications Plan:</b> <i>(What internal/external messages are being/are to be communicated)</i></p> <ul style="list-style-type: none"> <li>- Maintain current messaging</li> <li>- Joint TV1 interview to be conducted</li> <li>- Correct misinformation and maintain communications through Facebook</li> <li>- HDC developing full page public notice for Monday – HBDHB to be included</li> <li>- Brief Ministers Office</li> </ul> | <p><b>Administration/Logistics:</b> <i>(Summary of personnel/logistic/resource availability and supply issues)</i></p> <ul style="list-style-type: none"> <li>- Provide advice on likely staff absences/shortages for DHB hospital and community staff for Monday</li> <li>- Support HN community pharmacies/general practice/DNs with hydration resources</li> <li>- Supply PPE as necessary</li> </ul> |