# Emergency Support Function (ESF) #9a: Health Services: Communicable Disease Management

## a) ESF Activation Contact: Cornell Health (607)255-5155

<table>
<thead>
<tr>
<th>Primary Department</th>
<th>Cornell Health</th>
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<tr>
<td></td>
<td>PH:(607)255-5155</td>
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<tr>
<td></td>
<td>Contact: Kent Bullis MD</td>
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<tr>
<td>Cornell Environmental Health and Safety</td>
<td>PH:(607)255-8200</td>
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<td>University Communications</td>
<td>PH:(607)255-7419</td>
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<td>Cornell Dining</td>
<td>PH:(607)255-5987</td>
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<td>Residential &amp; Event Services</td>
<td>PH:(607)255-5368</td>
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<td>Facilities Services</td>
<td>PH:(607)255-5322</td>
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<td>Tompkins County Health Department, NYSDOH</td>
<td>PH:(607)274-6674</td>
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<td>Cayuga Medical Center</td>
<td>PH:(607)274-4011 Infection Control PH:(607)274-4301</td>
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<td>Bangs Ambulance</td>
<td>PH:(607)273-1161</td>
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## II. Purpose

a) This ESF lists the Cornell University departments and external agencies that may assist with response actions that may take place during a communicable disease outbreak.

## III. Scope

a) Includes most emergencies involving communicable disease outbreak.

b) Assist with the response to and recovery from a communicable disease outbreak.

c) May be activated by the Incident Commander to respond to communicable disease outbreaks that require significant local health department involvement, exceed normal treatment capabilities, or require in-depth public communication strategies.

d) May be activated to respond to incidents that overwhelm normal Incident Command response actions.
IV. Situation

a) Emergency Conditions and Hazards
   i) Cornell University may periodically experience emergency and disaster situations that will require response by University resources and outside agencies and the restoration of essential services. Potential emergencies and disasters include both natural and human-caused incidents.
   
   ii) See Cornell’s Risk Assessment for a description of potential emergencies.
   
   iii) Local and/or campus routine medical surveillance may indicate that an outbreak of communicable disease is developing.
   
   iv) Medical evaluations and testing may indicate that the Cornell or local community is at risk due to exposure to a person, animal, or insect infected with a communicable disease.
   
   v) National or Global medical surveillance may indicate that an outbreak is developing.

V. Assumptions

a) Initial emergency response capabilities may be inadequate to contain or control the spread of the contagion.

b) Evaluation, diagnosis, or treatment of the number of potentially exposed individuals is beyond the capability of the campus and the/or community healthcare system.

c) Initial emergency response capabilities may be inadequate to manage the incident.

d) Anxiety and “worried well” (those who do not have symptoms and are convinced they are or will be sick) will add a significant mental health dimension to the medical crisis.

  e) University resources will be quickly overwhelmed.

f) Communication systems may fail during a major incident.

g) Backup and contingency operations will be available but may take time to activate.

  h) Shortfalls can be expected in both support personnel and equipment.

  i) State and federal assistance may not be immediately available.

VI. Concept of Operations

a) General

ii) ESF Annexes define roles and responsibilities, planned concept of operation, and internal and external capabilities and resources.

iii) ESF annexes are designed to provide basic information to include points of contact in case additional resources or expertise is needed at the incident scene or on an Incident Management Team.

b) Organization

i) National Incident Management System concepts will be used for response to all incidents.

ii) Incident or Unified Command will be used by responding departments.

iii) When requested, ESF personnel will report to the Incident Command Post or EOC, or will participate as members of Incident Management Team.

c) Notification

i) Campus requests for immediate, emergency medical assistance are to be reported to the Cornell University Police Department (CUPD) Dispatch Center by calling 911 from a campus phone or (607)255-1111 from an off campus phone.

ii) Campus requests for ESF-9a and incidents involving serious communicable diseases are to be reported to Cornell Health immediately utilizing 24/7 phone number (607) 255-5155. Requests for additional resources shall occur under the authority of the Incident/Unified Command

   (1) Requests for additional assistance should be made in conjunction with the Executive Director of Cornell Health or designee to determine what support is needed.

      (a) Further notification of Cornell Health staff after business hours can be done using the university electronic alert system.

      (b) Request resources via Cornell Health representative on the Incident Management Team (if activated)

d) Direction, Control and Authority to Act

i) The Incident Command System (ICS) is used by University personnel to respond to emergencies and incidents.

ii) During the emergency response phase, all responders will be under the direction and control of the incident’s Incident/Unified Command.
iii) Responders reporting to the incident scene will report to the Incident Commander at the Incident Command Post unless otherwise directed by the Incident Commander.

iv) The Incident/Unified Command is authorized to take actions necessary to contain and control the incident to protect and reduce impact to lives, research, property, the environment, and campus operations.

e) Actions

i) Preparedness

1) Cornell Health shall develop and maintain response plans and procedures, a cadre of trained personnel, equipment and supplies to respond to, contain, control and treat anticipated campus communicable illnesses.

2) Cornell Health shall maintain continuity of operation (COOP) plans for the scope of capabilities identified in the ESF. Service recovery priorities and resources shall be identified in the C-COOP planning tool and further detailed through plans and procedures.

3) Cornell Health shall develop and maintain a list of campus, community, and vendor resources that could be requested during a communicable disease outbreak.

4) Cornell Health shall maintain a list of personnel (at least one primary and one back-up) that can be called to serve on an Incident Management Team to manage utility related support functions.

5) Cornell Health shall develop procedures to document costs for any potential reimbursement.

6) Cornell Health shall participate in exercises and training to validate this annex and any supporting plans and procedures.

ii) Response

1) Provide primary response to communicable disease management including, but not limited to:

a) Outpatient primary care

b) Public education and disease related information

c) Tracking of cases

d) Coordination of plans with EH&S and TCHD.

2) Coordinate community resources involved with University response.
(3) Act as liaison with outside agencies such as Tompkins County Health Department, Cayuga Medical Center, New York State Department of Health, Ithaca College and Tompkins Cortland Community College

(4) In conjunction with the Incident Commander, coordinate emergency information for public release through ESF #17 Communications.

iii) Recovery

(1) Coordinate activities that support continued surveillance, communication and adequate reporting of events.

(2) Ensure that ESF-9a personnel, departments or agencies maintain appropriate records of costs incurred during the event.

VII. Responsibilities

a. Primary Department: Cornell Health

i) Serve as the lead agency for communicable disease related support functions and support the response and recovery operations after ESF activation.

ii) Develop, maintain, and update plans and procedures for use during an emergency.

iii) Identify, train, and assign personnel to serve as ESF-14a representatives at an Incident Command Post or on an Incident Management Team (IMT) when a University IMT is assembled

b) Support Departments

i) Develop, maintain, and update plans and procedures for use during an emergency.

ii) Identify, train, and assign personnel to assist the primary department at the Incident Command Post or on the Incident Management Team as needed.

iii) Support the primary department as needed.

VIII. Capabilities

a. Cornell Health

i) Capable of response to communicable disease management utilizing Center for Disease control guidelines for personal protective equipment.

ii) Capable of handling illness during routine hours of operation, coordinating afterhours triage, information and direction to other health care facilities as needed
iii) Capable of handling outbreak of undetermined length

b) Tompkins County Health Department
   i) During normal business hours there is available staff to assist in
      coordination, outbreak investigation. After hours there is a nurse to consult
      with staff for information and direction

c) Cayuga Medical Center
   i) Cayuga Medical Center has 24/7 operations and will handle urgent,
      emergent cases or will triage to an appropriate alternate facility.

IX. Resources
   a. EHS and Cornell Health PPE Stock

X. Policies and Procedures
   a. Cornell Health Operational and Emergency Procedures
      a) EHS Pandemic Plans

XI. Attachments
   a) None
## Plan Review and Revision History

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<tr>
<th>Summary of Changes</th>
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<tr>
<td>Full ESF review and update to version 2.0</td>
<td>6/13/2017</td>
<td>N.VanFleet</td>
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<tr>
<td>Version 2.0 updates</td>
<td>9/12/2017</td>
<td>Office Emg. Mgmt.</td>
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