

DIVISION OF STRATEGIC NATIONAL STOCKPILE



Deactivation



CENTERS FOR DISEASE CONTROL AND PREVENTION



Purpose

- To discuss the major tasks and activities involved in deactivating a POD:
 - ✓ Notification
 - ✓ Staff
 - ✓ Inventory and Supplies
 - ✓ Facility



Agenda

- ✓ Notification procedures
- ✓ Staff Release
- ✓ Inventory and Supplies
- ✓ Facility
- ✓ After we close



Activity



CENTERS FOR DISEASE CONTROL & PREVENTION



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Notification

- How do you know when it's time to close?
- Who do you tell?
 - ✓ Inside the POD
 - ✓ Outside the POD



Staff Release

- When do I release the staff?
- How do I release the staff?
 - ✓ Released together,
 - ✓ Or in shifts?
 - ✓ Do they need to be transported?
- What about the staff external to the actual facility?
 - ✓ Bus Drivers
 - ✓ Law Enforcement
 - ✓ Emergency Management



Staff Release (Continued)

- Do I have contact information for my staff?
- Do I perform an After Action Review / final briefing?
 - ✓ When?
 - ✓ Who is involved?
 - ✓ What is communicated?



Inventory and Supplies

- Is there leftover product?
- What happens to the leftover medication and supplies?
 - ✓ Assessment
 - ✓ Transport and Storage



Inventory and Supplies

- What about life-support materials and office supplies?
 - ✓ Who returns any borrowed equipment? When? Will it be needed during closing?
 - ✓ Do I have a contact list?
- Are there any reporting requirements?
 - ✓ Statistics
 - ✓ Data collection, transport and storage



Facility

- **Facility Break Down**
 - ✓ When do you start breaking down?
 - ✓ Who is involved?
 - ✓ How?
- **Clean up and Survey**
 - ✓ Internal and External
 - ✓ Facility and Equipment
 - ✓ Facility Walkthrough
- **Turnover of facility**
 - ✓ When can we actually close?



Deactivation Complete

- What about people who show up after we're closed?
 - ✓ Signage
 - ✓ Returns to pickup?



Review

- ✓ Notification procedures
- ✓ Staff Release
- ✓ Inventory and Supplies
- ✓ Facility
- ✓ After we close



Deactivation

- When can you close?
- How will you communicate your intent to close with the EOC?
- How will you “wind-down” operations?
- How will you notify the facility owner or manager?
- If applicable, how will you coordinate clean-up?
- Is a walk-through necessary?
- How will you return or dispose of unused SNS materials that have been turned over to the state or region?
- Do you have contact information on the staff?
- How will you dismiss your staff?
- What if you’ve dismissed staff and closed the doors, and before driving off—some additional patients arrive?



Questions?

