**New Orleans Medical Reserve Corps – 0514**

**Mass Point of Dispensing Mission Set**

**Introduction:** Formed in June 2020, the [NOLA Ready Volunteer Corps](https://ready.nola.gov/stay-connected/volunteer-%281%29/) encompasses all emergency preparedness and response volunteer efforts in the City of New Orleans. Under this umbrella, the mission of the [New Orleans Medical Reserve Corps](https://ready.nola.gov/stay-connected/volunteer-%281%29/medical-reserve-corps%2C-part-of-nola-ready-voluntee/) (NOMRC) is to be a diverse group of committed volunteers with skills and expertise to strengthen public health emergency preparedness and response in New Orleans. With over 1,500 volunteers available across the entire city volunteer corps, NOMRC volunteers can be trained up to serve in leadership roles for public health and medical response efforts. In the past year, we have tested this model through our high throughput Community-Based Testing Sites in collaboration with HHS and the Louisiana National Guard, mobile COVID-19 testing sites with our local health system partner LCMC Health and national non-profit CORE Response, and in our city-run mass vaccination exercises for seasonal flu vaccine.

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| **Mission Set Title: Mass Point of Dispensing** |
| **Resource Description**: The Mass Point of Dispensing model may be used to address a variety of public health emergencies, including infectious disease testing, vaccination, distribution of critical supplies, etc. The overall goal is to provide an item or service in a rapid and efficient manner in a community-based (non-clinical) environment. This model can occur in a drive-through or walk-through style. |
| Resource Components: |
| **Personnel:** | **Type** (use NIMS Resource Typing if applicable) | **Licenses or Certifications Required?**  |
| Minimums are dependent on population size being served and facility size. Job Action Sheets are available for all of the following positions:* POD Manager
* Operations Chief / Assistant POD Manager
	+ Medical Lead
		- First Aid
		- Behavioral Health
		- Dispensing
		- Screening
	+ Line Lead
		- Registration Unit
		- Line Unit
		- Education Unit
* Planning Chief
* Admin / Finance Chief
* Logistics Chief
	+ Services Unit
	+ Support Unit
 | No licenses or certifications are required for most mass dispensing missions.Exception: Mass infectious disease testing and vaccination events must have licensed medical providers on-site to provide oversight and provide testing/vaccines to the general public. Requirements for provider type required is determined by the Louisiana State Health Officer. |
| **Training Requirements:** | List minimum personnel training requirements to support mission by personnel type.* MRC New Member Orientation – webinar offered monthly
* [FEMA IS-100 Introduction to Incident Command Systems](https://training.fema.gov/is/courseoverview.aspx?code=IS-100.c)
* [FEMA IS-700 An Introduction to the National Incident Management System](https://training.fema.gov/is/courseoverview.aspx?code=IS-700.b)
* [HIPAA & Ethics Training](https://www.youtube.com/watch?v=AQTbK9BqTgA)\*
* PPE training – just-in-time and/or [[pre-event online](https://www.youtube.com/watch?v=cCzwH7d4Ags)](https://www.youtube.com/watch?v=H4jQUBAlBrI)
* [Public safety radio training](https://employee.nola.gov/work/training/first-responder-radio-training/) with just-in-time refresher

For vaccination events:* VAC 100: Introduction to Mass Dispensing Operations\*
* Intramuscular (IM) Injection Training (only for vaccinators) – [online](https://www.youtube.com/watch?v=PqSuCPnPeYE) and in-person sign-off on competency
* Cold chain training – just-in-time

\*Currently available online for city volunteers through [Better Impact](https://app.betterimpact.com/Application?OrganizationGuid=698d6581-c54d-454c-8b75-6a5b5ab1aedf&ApplicationFormNumber=3) |
| **Equipment Required:**  | List minimum equipment required to complete the mission. Type and amount of equipment needed may depend on site size and ability to provide their own materials for the event.* Internet access (i.e. wireless hotspots), WebEOC access
* Computers/laptops/tablets with associated chargers
* Distribution supplies
* Public safety radios and charging stations (at least one for each leadership role and at each station)
* Cell phones
* Colored safety vests with reflective material
* Name tags and/or badge holders
* Barricades, traffic cones, caution tape (dependent on location size)
* Bottled water & ice chest
* Tables & chairs
* Shade tents
* Cleaning supplies
* Signage (directional yard signs or moveable traffic signs)
* Exterior lighting (if outdoor event after-dark)
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| **Deployment Timeline:** | Provide anticipate timeline to deploy volunteers * Local – N+12 hours
* State – N+48 hours
* EMAC – N+72 hours
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| **Requirements for Rotation of Personnel:** | If event is less than 6 hours in duration (inclusive of set-up and breakdown):* Medical and non-medical volunteers can work the duration of the full shift - scheduling several extra roles to rotate for short 10-minute breaks

If full event is longer than 6 hours (inclusive of set-up and breakdown):* Non-medical volunteers – change shifts every 4-8 hours
* Medical volunteers – change shifts every 4-6 hours

\*These recommendations may change based on site conditions (indoor, outdoor, site size, etc.) and type of work being performed. Shift lengths will be at the discretion of the POD manager. A safety officer or Medical Lead should be present on-site to monitor for fatigue and burnout. |
| **Pre-Planning Considerations:** | **Space Requirements:** Handicapped-accessible (in accordance with [ADA guidelines)](https://www.ada.gov/pcatoolkit/chap7shelterchk.htm) and following [national](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html#:~:text=When%20going%20out%20in%20public,the%20spread%20of%20COVID%2D19.) and [local](https://ready.nola.gov/incident/coronavirus/safe-reopening/?utm_source=NOLAReady&utm_medium=banner) COVID-19 social distancing guidelines. * For drive-through locations, there must be adequate spacing to have a queue of cars without blocking any major roadways. There must be one clearly designated entrance and one exit and pathways for public safety to enter/exit throughout the event.
* For walk-through locations, there must be a clear and accessible pathway for individual to walk or roll up to all services provided.

**Support Requirements:*** Dispensing site layout with traffic and security plan approved by public safety partners. Must have public safety (police and EMS) presence on-site during most public events.
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| **Limiting Factors:** | * Facility / site access
* Replacement of consumable supplies
* Weather conditions (if outdoors)
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**References:**

* New Orleans Health Department Point of Dispensing Job Action Sheets
* City of New Orleans Cities Readiness Initiative & Strategic National Stockpile Plan
* Louisiana Department of Health SNS Assets Acquisition and Distribution Cold Chain Policy
* Louisiana Department of Health - Office of Public Health Point of Dispensing (POD) Operations Manual
* [NACCHO Drive-Thru Pont of Dispensing Planning Guide](https://www.rescuepost.com/files/drive-thrupodplanningguide_8-25-10.pdf)