

NEW YORK CITY DEPARTMENT OF HEALTH AND MENTAL HYGIENE

Enclosure 3: Initial Planning Template for Hospital Identification of Smallpox Healthcare Response Teams

Assumptions:

- Smallpox vaccination is voluntary; however, any staff who volunteers to be vaccinated should be willing to be on the smallpox healthcare response team at their hospital.
- Initial teams should be able to care for 5-10 patients with suspected or confirmed smallpox for 7-10 days, until the rest of the staff is vaccinated
- Pre-vaccinated staff will need to be available on all shifts (i.e., 24 hours per day for 7-10 days)
- Employees from each title may need to work 12-hour shifts in the event that a suspected or confirmed smallpox case presents at the institution
- Redundancy will account for staff leave and back-up
- For certain positions (e.g., infectious disease specialist), staff would be able to care for 5-10 patients simultaneously

Each hospital should plan for receiving approximately 100 to 150 vaccinations; larger hospitals (> 500 beds) may request up to 200 doses. The NYC DOHMH recognizes the need to allow some flexibility in the types ~~and number~~ of job categories that should be targeted for vaccination, as well as the total number of vaccinated personnel within each of these categories. If hospitals identify additional job categories that they want to include in their Smallpox Health Care Response Teams, or if they want to increase the total number of vaccinated personnel within certain job categories (e.g., emergency department personnel), it will be incumbent upon them hospitals to justify how these suggested additions at staff categories as those that would be needed to required to care for a suspected or confirmed smallpox cases, once an outbreak had been recognized. The following job categories should be targeted, with the minimum number of personnel in each category:

Emergency Department Staff (round-the-clock coverage)	
Security	5
Triage	5
Senior ED doctors	5
ED Nurses	5
Infection Control and Employee Health	
Physician	2-3
Nurses	5
Administrators	2-3

Floor Staff		
Nursing for isolation rooms (one nurse/ 2 rooms)		5
Primary Care		
Internists		2-3
Pediatricians		2-3
Intensive Care Unit		
Physicians		2-3
Nurses		5
Consultants		
ID		2-3
Dermatology		2-3
Anesthesiologists		2-3
Ophthalmology		2-3
General Surgeons		2-3
Neurologists		2-3
Allied Health		
Radiology Technicians		5
Respiratory Technicians		5
Phlebotomists		5
Staff from other Hospital Departments		
Laundry workers		2-3
Laboratory personnel		5
Hospital security		5
Housekeeping		5
Engineering		2-3
Maintenance		2-3
Transport		2-3
Other*		17 - 28
Total		112 - 138

*Other may include staff from family practice, obstetrics-gynecology, laboratory, private EMS providers, orderlies, licensed practical nurses, and nurse's aides.