Community practitioners should be personally and professionally prepared to respond to a variety of infectious disease emergencies. San Joaquin County Public Health Services (SJCPHS) has compiled the following suggestions to help with this process.

**FAMILY PLAN**

Ensure that your family is well.

**Action Items**

- Create and practice a family disaster plan. For more information see the Family Plan guides put out by the County Office of Emergency Services (OES) and the Red Cross.
  - County OES, Household Family Plan: [www.sjgov.org/oes/](http://www.sjgov.org/oes/)
  - Red Cross, Your Family Disaster Plan: [www.prepare.org/basic/DisasterPlan.pdf](http://www.prepare.org/basic/DisasterPlan.pdf)
- Place fully stocked disaster kits in your home and car with a three-day supply of food and water.
  - Red Cross, Emergency supply Kit Guide: [www.prepare.org/basic/SuppliesKit.pdf](http://www.prepare.org/basic/SuppliesKit.pdf)
- Encourage staff to develop and practice family disaster plans.

**CLINIC & OFFICE PLAN**

Take steps to ensure the safety and well being of your staff.

**Action Items**

- Provide personal emergency kits and emergency contact numbers to staff.
- Make a telephone tree to notify staff in an emergency.
- Develop and practice your clinic or office disaster and evacuation plan.
- Know the expected clinic/office roles and responsibilities (including who assists patients and who will account for them when leaving the building).
- Know clinician roles and responsibilities in a community disaster.
- Identify items that should be taken in an evacuation (medicine, backup data, etc.)

**EMERGENCY INFORMATION**

- Know where to obtain reliable San Joaquin County specific information.
- Visit and bookmark the County OES website: [www.sjgov.org/oes/](http://www.sjgov.org/oes/)
- Note the radio stations that will provide emergency information:
  - KSTN 1420 AM, 107.3 FM and KFBK 1530 AM, 92.5 FM
PREPARE FOR AN INFECTIOUS DISEASE EMERGENCY

Know the details of infectious disease emergencies.

- Know what to report. See the “Disease Reporting” section containing the list of diseases clinicians are legally required to report.
- Review the potential bioterrorism related syndromes and the biological threat diseases (e.g., anthrax, avian influenza, botulism, brucellosis, plague, smallpox, tularemia, viral hemorrhagic fevers): See information in the “Disease Information” section.
- Maintain a reasonable index of suspicion.

LEARN HOW TO RESPOND

Know the details about appropriate response.

**Action Items**

- Practice and refine emergency plans.
- Share the Resource Manual for Clinicians with staff and place in a prominent and easily accessible location.
- Review the “Disease Information” section.
- Become knowledgeable and train staff on infection control measures.

REPORT TO SJCPHS ON A ROUTINE BASIS

Routinely use components of your response plan. Informing SJCPHS about diagnosed or suspected cases of reportable communicable diseases assists SJCPHS disease control interventions and improves the ability to communicate with SJCPHS in emergencies.

**Action Items**

- Review and post or have easily available list of diseases clinicians are legally required to report
- Place SJCPHS contact information in rolodex files.
- Place SJCPHS contact information near primary phones.