

Outbreak Communication Agreement 2/23/2009
Clackamas, Multnomah, and Washington County CD (LHD) and OPHS ACDP

Goal: to increase effective communication between State and LHDs about outbreak investigations.

1. When the LHD calls the State for an Outbreak Number,
 - a. The LHD will share a brief summary of any info they have to date, and any plans for earliest stages of the investigation.
 - b. The LHD investigator and OPHS staff person on the call will discuss whether they feel a conference call to better coordinate the investigation would be helpful beyond email or phone communication. The LHD and OPHS staff will also check with their respective managers to see if the managers desire a conference call.
 - c. If either the LHD or OPHS request a call, the call will be scheduled.
2. If requested by either the LHD or OPHS, the conference call will be scheduled at a time agreed upon by both LHD and OPHS (e.g. same day or following day):
 - a. Conference call: Dial (877) 841-9268, participant Code 245215. The host code will be entered by the state epi.
 - b. Conference call participants include LHD and OPHS assigned investigators and others as needed, including but not limited to:
 - i. OPHS ACDP Manager
 - ii. Other OPHS ACDP Leads
 - iii. Tri-County Health Officer(s)
 - iv. LHD Epidemiologist(s)
 - v. LHD CD nurses, supervisors, and/or managers
 - vi. LHD assigned EHS, EH supervisors, and/or managers
 - c. A facilitator and a note-taker will be selected from participants
3. Conference call content (to be modified as needed)
 - a. Brief summary of background info
 - b. Ongoing or over?
 - c. Scale of outbreak (# cases, presumptive cases)
 - d. Geotemporal scope, jurisdiction
 - e. Severity
 - f. Means of transmission known or unknown at this time?
 - g. Suspected or proven etiology?
 - h. Control measures:
 - i. Have recommendations been created by LHD and communicated?
 - ii. Have they been implemented?
 - iii. Are they being successful?
 - iv. Next Steps identified:
 1. Do nothing
 2. Use existing info
 3. Do case finding
 - i. Clear agreement about how labor will be divided among State and LHD(s)
 - j. Is follow-up conference call necessary following day?
4. If OPHS is investigating a case or responding to a call of concern, the LHD will be notified in timely fashion.