

STUDENT SERVICES PANDEMIC INFLUENZA RESPONSE POLICY
VERNON COLLEGE

This policy is based on information and format developed by the Department of Health and Human Services (HHS) and the Centers for Disease Control and Prevention (CDC) specifically for use by colleges and universities. Further information of pandemic influenza can be found at www.pandemicflu.gov.

I. PLANNING AND COORDINATION

A. The Student Services pandemic influenza response team consists of:

Dean of Student Services	Co-Coordinator
Counselor, Vernon Campus	Co-Coordinator
Health Clinic Physician	Response Team Physician
Health Clinic Nurse	Response Team Member
Director of Nursing Program	Response Team Member
Counselor, Wichita Falls Campuses	Response Team Member
Counselor, Wichita Falls Campuses	Response Team Member
Housing Director	Response Team Member
Chief of Police, Vernon College	Response Team Member
Police Officer, Wichita Falls Campuses	Response Team Member
Director of Information Technology	Response Team Member
Director of Human Resources	Response Team Member
Marketing Coordinator	Response Team Member
Director of Physical Plant, Vernon Campus	Response Team Member
Director of Physical Plant, Wichita Falls Campuses	Response Team Member
Food Services Director	Response Team Member
Director of Student Activities	Response Team Member
Student Government Association President	Response Team Member
Student Forum President	Response Team Member

Please see Appendix A for list of current contact names and phone numbers.

B. Accountability and responsibility, delivery of services, performance measures:

The Student Services pandemic influenza response team will meet annually to evaluate needs, delivery of services and performance outcomes. The Dean of Student Services and Vernon Campus Counselor will review the list of response team members and appoint members as needed. A current contact list is maintained in the office of the Dean of Student Services.

B. (Continued)

**TABLE OF PANDEMIC PLAN SCENARIOS
STUDENT SERVICES DEPARTMENT**

SCENARIO	SEVERITY OF INFLUENZA OUTBREAK (Determination and Responsibility)	COMMUNITY INVOLVEMENT	RESPONSE/ CONTAINMENT INTERVENTIONS/ SERVICE DELIVERY	STUDENT SERVICES RESPONSE TEAM MEMBERS	OUTCOME
Dismissal, cancellation of sporting events, public programs (graduation ceremonies, lectures, plays, etc.), student activities	As determined by Vernon College President; Health Clinic Physician; Texas Dept. of State Health Services (DSHS); HHS; and CDC	Coordinate with City, County and State Health Directors and Pandemic Influenza Teams regarding severity of outbreak	Timely announcements via Vernon College website, emails, local and regional radio and television stations	Dean of Student Services (Co-Coordinator) and all team members	
Closure of Campus, including student housing	As determined by Vernon College President; Dean of Student Services; Health Clinic Physician; DSHS; HHS; and CDC	Coordinate with City, County and State Health Directors, Local Hospitals and Pandemic Influenza Teams regarding severity of outbreak	(1)Timely announcements via Vernon College website, emails, local and regional radio and television stations (2) Evaluation of students living in campus housing regarding ability to travel to main residences during campus closings (3) Contingency Plan in place for students who live too far away to travel home (4) Contingency Plan in place for students too ill to travel	Dean of Student Services (Co-Coordinator) and all team members	
Student Housing Contingency Plan for Students who live too far to travel to main residences and/or too ill to travel.	As determined by Vernon College President; Dean of Student Services; Health Clinic Physician; DSHS; HHS; and CDC	Coordinate with City, County and State Health Directors, Local Hospitals, and Pandemic Influenza Teams regarding severity of outbreak	(1) Assess suitability and determine block of rooms in student housing for quarantine purposes if needed (2) Coordinate food services for remaining students (3) Coordinate medical services and supplies for remaining students (4) Provide security for remaining students (5) Provide communication to students' families as needed	Vernon Campus Counselor (Co-Coordinator); Health Clinic Physician; Health Clinic Nurse; Housing Director; Director of Physical Plant, Vernon Campus; Food Services Director; Chief of Police, Vernon College	
Assessment of Suitability of Student Housing for quarantine or exposed and/or ill students	As determined by Vernon College President; Dean of Student Services; Health Clinic Physician; DSHS; HHS; and CDC	Coordinate with City, County and State Health Directors and Pandemic Influenza Teams regarding severity of outbreak	Quarantined individuals will be sheltered, fed, and cared for under the supervision of trained healthcare professionals. They will receive all available medical interventions to prevent and control influenza.	Vernon Campus Counselor (Co-Coordinator); Health Clinic Physician; Health Clinic Nurse; Housing Director; Director of	

				Physical Plant, Vernon Campus; Director of Food Services; Chief of Police, Vernon College; Counselor, Vernon Campus	
Location, delivery and storage of non- perishable food, equipment and supplies needed for students who remain in student housing	As determined by Vernon College President; Dean of Student Services; Health Clinic Physician; DSHS; HHS,; and CDC	Coordinate with City, County and State Health Directors and Pandemic Influenza Teams regarding severity of outbreak	Stored items include (but not limited to): ready-to-eat canned meats, fruits, vegetables, beans and soups; dry cereals; peanut butter; dried fruit; crackers; canned juices; bottled water; prescribed medical supplies, soap, alcohol-based hand sterilizer; medicines for fever; thermometers; anti-diarrheal medications; vitamins; fluids with electrolytes, garbage bags, tissues, toilet paper, disposable wipes	Vernon Campus Counselor (Co- Coordinator); Health Clinic Physician; Health Clinic Nurse; Director of Food Services Director of Housing	

II. INFECTION CONTROL POLICIES AND PROCEDURES:

- A. Educational pamphlets about Pandemic Influenza are located in the Wellness Center brochure racks in the Sumner Applied Arts Building on the Vernon Campus, at the Century City Campus in Wichita Falls and the Skills Training Center (STC) in Wichita Falls.
- B. Purell Hand Sanitizer stations are located in main hallways of all buildings at all Vernon College campuses. Anti-bacterial soaps, tissues and receptacles for disposal are also available in all bathrooms in all Vernon college facilities.
- C. The Vernon Campus Health Clinic is open from 8-10 a.m. Monday through Friday in the Sumner Applied Arts Building. All Vernon College students may obtain services at the health care clinic.
- D. Under the supervision of the Health Care Clinic Physician and Nurse, the Vernon College Health Clinic has access to a sufficient inventory of appropriate medical supplies and medications for students and employees in case of pandemic influenza.

III. COMMUNICATIONS PLANNING/RESOURCES:

A. Resource listings for Vernon College Student Services regarding Pandemic Influenza:

CONTACT PERSON	AGENCY	ADDRESS	PHONE NUMBER	FAX NUMBER	WEBSITE
	Department of Health and Human Services Center for Disease Control and Prevention (CDC)	U.S. Department of Health and Human Services 200 Independence Avenue, S.W. Washington, D.C. 20201	800-232-4636		www.cdc.gov
Adolfo Valadez, M.D., M.P.H. Assistant Commissioner, Prevention and Preparedness Services, DSHS	Texas Department of Health and Human Services (State Office)	1100 West 49 th Street Austin, Texas 78756	512-458-7729		www.dshs.state.tx.us
Al Gonzales- Public Health Preparedness	Regional Community Preparedness Texas Department of State Health Services	1700 3rd Street Wichita Falls, TX 76301	(940)761-7910		www.dshs.state.tx.us
Cathy Dickerson, R.N.	Vernon Field Office Texas Department of State Health Services	5020 Wilbarger St., Vernon, TX 76384	940-552-8770	940-552-8772	www.dshs.state.tx.us/region2-3/Clinics
Lou Franklin R.N., B.S.N.	Wichita Falls/Wichita County Public Health District	1700 3 rd St., Wichita Falls, TX 76301	940-761-7848	940-761-7986	www.cwftx.net/index.asp?nid=323

B. All information regarding verified pandemic influenza outbreaks in the Vernon College region will be posted on the Vernon College website: www.vernoncollege.edu .

C. The Vernon College Pandemic Preparedness and Response Plan will be posted on the Vernon College website: www.vernoncollege.edu .

VERNON COLLEGE

*Updated September 20, 2010**The Student Services Pandemic Influenza Policy is consistent with procedures outlined in the Vernon College Emergency Procedures Reference Chart.*

APPENDIX A
STUDENT SERVICES PANDEMIC INFLUENZA PLANNING POLICY
STUDENT SERVICES RESPONSE TEAM
2010-11 ACADEMIC YEAR

<u>NAME</u>	<u>TITLE</u>	<u>TEAM POSITION</u>	<u>CONTACT PHONE NUMBER</u>
John B. Hardin III	Dean of Student Services	Co-Coordinator	940-552-6291 Ext. 2249
Jo Ann Sharp, LCSW	Counselor, Vernon Campus	Co-Coordinator	940-552-6291 Ext. 2253
Robert Borchardt, M.D.	Health Clinic Physician	Physician	940-552-6291 Ext. 2276
Sue Wallace, R.N.	Health Clinic Nurse	Member	940-552-6291 Ext. 2276
Cathy Bolton, R.N.	Director of Nursing Program	Member	940-552-6291 Ext. 2270
Clara Garza	Counselor, Wichita Falls Campuses	Member	940-696-8752 Ext. 3209
Jackie Polk, LSW	Counselor, Wichita Falls Campuses and Student Forum Sponsor	Member	940-696-8752 Ext. 3202
Tony Perez	Director of Housing	Member	940-552-6291 Ext. 2319
Chris Bell	Chief of Police, Vernon College	Member	940-552-6291 Ext. 2272
Toney Sharp	Police Officer, Wichita Falls Campuses	Member	940-696-8752 Ext. 3207
Jim Binion	Director of Information Technology	Member	940-552-6291 Ext. 2242
Haven David	Director of Human Resources	Member	940-552-6291 Ext. 2328
Christie Lehman	Marketing Coordinator	Member	940-552-6291 Ext. 2299
John Mahoney	Director of Physical Plant, Vernon Campus	Member	940-552-6291 Ext. 2228
Gary Hart	Director of Physical Plant, Wichita Falls Campuses	Member	940-696-8752 Ext. 3239
Teresa Willett	Director of Food Services	Member	940-553-1320
Sjohonton Fanner	Director of Student Activities	Member	940-552-6291 Ext. 2295
Current Student Representative	Student Government Association (SGA) President, Vernon Campus	Member	940-552-6291 Ext. 2295
Current Student Representative	Student Forum President, Wichita Falls Campuses	Member	940-552-6291 Ext. 3206