Ongoing Engagement Pandemic Activity Modules

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| **Module** | **Work stream scope** | **Participants** | **Resources** | **Timelines** |
| **Leadership & Coordination**   * Leadership team meetings * CPPG meetings | Lead ongoing pandemic activities  Manage delivery of the workstreams  Contribute to delivery of workstreams as required  Coordinate & attend monthly CPPG meetings. | Phil Schroder  David Roseveare  Kim Burgess  David Jones  Karen Kennedy  Kelly Maw | **Planning/Management approx 1 day per week**  **Phil Schroder**  David Roseveare  David Jones  **Clinical Advisors**  Kim Burgess – as required  Kelly Maw – 1 day week  **Pharmacy Rep – as required**  **Karen Kennedy 1 day per week**  **Sector Leaders – as required**  GPs  Nurses  **Pegasus staff–**  **Secretarial/Admin support 4 hrs/wee**  **Pegasus facilities – as required** | Ongoing planning |
| **Surveillance/Intelligence**   * Monitoring of current situation * Define states of readiness & triggers * Threat monitoring | Ongoing monitoring of pandemic threat | **CPH –**  Ramon Pink  Peter Mitchell  CDHB –  Chris Ambrose  **Planning Team**  MoH | **Planning Team**  **Clinical Advisors** | Ongoing planning |
| **0800 Contact Centre** | Review and sign off scripts  Review reporting requirements, and set up future reporting functionality | PCCR team  CDHB IT team | **Clinical Advisors**  **PCC**  **PCCR Management** | Target completion Oct 09 |
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| **CBAC (Flu Centre)**   * Screening Unit | Review and document CBAC options and facilities requirements including Screening, After Hours, Rural, City  Review locations and confirm facility agreements | PCCR team  Sector Leaders  Nurses leaders  CDHB Emergency planning | **PCC**  **PCCR Management**  **Clinical Advisors**  **Sector Leaders**  **Pegasus staff** | Target completion Nov 09 |
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| **PCCR**   * Logistics * HR * Operations * Planning | Complete Logistics review  Review and document HR contracting and payment processes | PCCR Team  CDHB Logistics  CDHB HR  Streamliners  Pegasus staff | **PCCR Team**  **Pegasus staff** | Target completion Dec 09 |
| **Pharmacy** |  | PCCR Team  Pharmacy Reps |  |  |
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| **Public Information**   * Flu Info website | Review and confirm materials  Review and update Flu Info website  Update website as required | CDHB Communications | **PCC**  **PCCR Management**  **Clinical Advisors** | Complete current update by end Oct then ongoing |
| **Sector Information**   * CPPG website | Collate & review all new documentation and update site | PCCR team  Streamliners  Pegasus staff | **PCC**  **PCCR Management**  **Clinical Advisors**  **Streamliners**  **Pegasus staff** | Complete current update by end Oct then ongoing |
| **Clinical Coordination Group** | Confirm membership and terms of reference | Primary Care Clinicians + Hospital Clinicians | **PCC**  **Clinical Advisors** |  |
| **Training & Education**   * Review scenarios * Site/Practice Training * Exercises | Review and document agreed scenarios  Develop Training & exercise plan  Deliver training  Plan & execute annual exercise | PCCR Team  All | **PCC**  **PCCR Management**  **Clinical Advisors**  **Pegasus staff**  **Pharmcy Rep** | Complete planning by end Dec, then ongoing as required  Annual exercise |
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