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 activitiesManage delivery of the workstreamsContribute to delivery of workstreams as requiredCoordinate & attend monthly CPPG meetings. | Phil SchroderDavid RoseveareKim BurgessDavid JonesKaren KennedyKelly Maw | **Planning/Management approx 1 day per week****Phil Schroder**David RoseveareDavid Jones**Clinical Advisors**Kim Burgess – as requiredKelly Maw – 1 day week**Pharmacy Rep – as required****Karen Kennedy 1 day per week****Sector Leaders – as required**GPsNurses **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 PinkPeter MitchellCDHB – Chris Ambrose**Planning Team**MoH | **Planning Team****Clinical Advisors** | Ongoing planning |
| **0800 Contact Centre** | Review and sign off scriptsReview reporting requirements, and set up future reporting functionality  | PCCR teamCDHB 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, CityReview locations and confirm facility agreements | PCCR teamSector LeadersNurses leadersCDHB 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 reviewReview and document HR contracting and payment processes | PCCR TeamCDHB Logistics CDHB HRStreamlinersPegasus staff | **PCCR Team****Pegasus staff** | Target completion Dec 09 |
| **Pharmacy** |  | PCCR TeamPharmacy Reps |  |  |
|  |  |  |  |  |
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| **Public Information*** Flu Info website
 | Review and confirm materials Review and update Flu Info websiteUpdate 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 teamStreamliners 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 scenariosDevelop Training & exercise planDeliver trainingPlan & execute annual exercise | PCCR TeamAll | **PCC****PCCR Management****Clinical Advisors****Pegasus staff****Pharmcy Rep** | Complete planning by end Dec, then ongoing as requiredAnnual exercise |
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