

No-notice Deployment and Temporary Movement of Chempack Assets Standard Operating Guidelines (SOG)

Last Update: November 16, 2010

1. PURPOSE: The purpose of this Standard Operating Guideline (SOG) is to provide direction for the successful deployment of Chempack assets¹ during emergencies involving chemical nerve agents or temporary container movement for prepositioning for a potential threat.

2. SITUATION:

The Centers for Disease Control and Prevention (CDC) designed the Chempack Program to enhance the Nation's preparedness for responding to a chemical/nerve agent event. The Chempack concept is based on forward placement of chemical nerve agent antidotes at the state/local level given the short period of time available for emergency medical personnel to administer treatment. Florida has 108 Chempack containers prepositioned in 67 designated locations to include hospitals, EMS stations, and warehouse facilities.² Each facility has a pre-identified primary and back-up point of contact.³

3. ASSUMPTIONS:

1. Chempack assets will be utilized to augment Florida's ability to provide treatment for the exposure to chemical nerve agents and organophosphates.
2. Chempacks are owned by the CDC who has established procedures for the storage and maintenance of the containers.
3. Chempack assets may be used when an accidental or intentional nerve agent release:
 - a. Has threatened the medical security of the community,
 - b. Has put multiple lives at risk,
 - c. Has overwhelmed local response capabilities.
4. Chempack facilities will develop a deployment plan in accordance with the executed memorandum of agreement. Note: Not all Chempack facilities have a current deployment plan in place.
5. The Chempack container is deployable for no-notice and scheduled events.
6. If the Chempack container seal is broken and the container is opened, all materiel within the container becomes ownership of the State. Federal Chempack guidelines state "due to budgetary constraints, the CDC Chempack Program cannot promise to replace materiel if a container (s) is opened; however; each incident will be handled on a case-by-case basis."
7. The two types of Chempack containers, hospital and EMS, will utilize the same deployment procedures.
8. The State Chempack Coordinator will serve as a technical specialist on Chempack matters during an incident that requires the activation of ESF8.

¹ [Chempack container contents](#)

² Current Chempack [locations](#) and [map](#)

³ Chempack [points of contact](#)

9. Chempack containers are alarmed to alert CDC of movement, therefore CDC may receive the notification of the deployment of Chempack before the state receives notification.

4. OPERATIONS:

4.A No-notice Deployment

In a local no-notice event, facilities may decide to utilize prepositioned Chempack assets. Chempack will be utilized in accordance with current Centers for Disease Control & Prevention (CDC) and Chempack facility deployment procedures. In the event a Chempack container must be deployed in response to an emergency, the following will take place:

1. The Chempack host facility will activate Chempack Deployment Plan. Plan should address asset placement; distribution; coverage areas; procedures for control, authorization and use of Chempack assets; access coordination procedures to include how materiel could be shared with health care facilities within the coverage area; and submission of reports that may be required.
2. Chempack host facility point-of-contact will notify the Florida Department of Health (DOH)/ESF8 Duty Officer immediately by telephone.
3. Host facility will provide the following essential elements of information to the DOH Duty Officer. A written follow-up report to the State Chempack Coordinator will be submitted within 15 days of container deployment.
 - a. Reason for opening Chempack container
 - b. The date and time the Chempack container(s) was opened
 - c. Who made the decision to open Chempack container
 - d. What materiel was removed from the Chempack container?
 - e. Was the materiel used?
 - i. Yes-provide detailed documentary evidence.
 - ii. No-provide a detailed account of the chain of custody for materiel removed to include time and date of each person receiving custody of materiel, how materiel was stored, environmental conditions of storage and security measures taken
4. The DOH Duty Officer will:
 - a. Initiate normal notification protocols, as necessary
 - b. Notify State Chempack Coordinator
5. State Chempack Coordinator will notify the Centers for Disease Control and Prevention within two hours of Chempack container deployment.
6. State Chempack Coordinator will maintain frequent contact with designated CDC Chempack representative and provide above outlined report to the CDC Chempack Program within 30 days post Chempack deployment.

4.B Temporary Container Relocation

The Centers for Disease Control and Prevention has authorized the State of Florida to relocate Chempack assets temporarily to the site of high risk events. All costs associated with the temporary relocation of Chempack assets is the responsibility of the state/facility. State Chempack Coordinator will provide CDC Chempack Program staff with the information below 30 days prior to the event. If a credible threat is detected and Chempack assets must be relocated on short notice, the Chempack Coordinator will work with the CDC Chempack fielding team lead to relocate assets as needed.

1. Current Cache Location(s)
 - a. Cache address
 - b. Commercial delivery/loading dock address
 - c. DEA Registrant's name, title and contact Information
 - d. Describe Container movement:
2. Proposed date(s) for CSS visit(s) (if required)
3. Container Movement Plan
 - a. Transportation arrangements
 - i. Carrier (e.g. Fed Ex Custom Critical or other temperature-controlled conveyance)
 - ii. 24-hour contact information for vehicle driver (FedEx typically includes a photo of the driver)
 - iii. 24-hour contact information for the vendor's Operations Center
 - b. Dates and times of container moves
 - c. Will all the Container(s) be moved at one time?
 - d. Date and Time of departure from the cache location
 - e. Date and time of arrival at the proposed location
 - f. State point-of-contact information during the period of the temporary move
 - g. 24-Hour Security arrangements
 - h. Environmental Controls (refer to carrier documentation)
 - i. Describe how the temperature will be maintained.
 - ii. Is the vendor's temperature control unit periodically calibrated to National Institute of Standards and Technology guidelines?
 - iii. Is temperature data recording available?
 - iv. Is the unit capable of temperature alarm set points?
 - v. Does the temperature alarm notify the vehicle driver?
 - vi. Does the temperature alarm notify the vendor's Operations Center?
 - vii. What is the vendor's alarm response capability?
 - viii. Is a temperature deviation report available?

- i. Is 120 VAC power available for the container Sensaphone?
 - j. Is backup power or UPS available?
 - k. Is an analog phone line available?
4. A statement from the facility DEA Registrant agreeing to the conditions of the relocation(s) will be forwarded from the State Chempack Coordinator to the CDC Chempack Regional Fielding Team Lead prior to the move.
5. Once the event has concluded, the Chempack Coordinator will initiate the return of Chempack assets to their permanent location(s).

If the Chempack container is moved without prior notification to the CDC maintenance team, the sensaphone will trigger an alarm and the Chempack assets may no longer be eligible for participation in the [Shelf Life Extension Program](#).

5. RECORD OF CHANGES & APPROVAL

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