

Your
Hospital's
Logo
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BIOTERRORISM RESPONSE PLAN REQUEST

PURCHASE REQUEST

DATE REQUESTED	REQUESTOR	DEPARTMENT	COST CENTER	PHONE NUMBER	DATE REQUIRED
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CATALOG NUMBER	<input type="checkbox"/> INFO <input type="checkbox"/> ORDER ITEM DESCRIPTION WITH ANY / ALL SPEC'S	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
			SUB TOTAL		
VENDOR RECOMMENDATION	COMPANY NAME	COMPANY ADDRESS		DISCOUNT NEGOTIATED	
				TOTAL PRICE	

ACTIVITY DESCRIPTION

- 1 - LEADERSHIP (Personnel)
- 2 - LEADERSHIP (Planning)
- 3 - ISOLATION (Patient)
- 4 - TRACKING (Adverse Event)
- 5 - PUBLIC INFORMATION
- 6 - PERSONAL PROTECTION (PPE)
- 7 - ISOLATION (Environmental)
- 8 - DECONTAMINATION
- 9 - EVACUATION
- 10 - GROUP PROTECTION
- 11 - FACILITY INTEGRITY
- 12 - SECURITY
- 13 - SURGE (Beds)
- 14 - SURGE (Equipment)
- 15 - HUMAN RELATIONS
- 16 - EDUCATION (Personnel)
- 17 - EDUCATION (Drills)

JUSTIFICATION:

			PROPOSAL #	PROPOSAL DATE:	
OPERATIONS		CAPITAL		MATERIAL MANAGEMENT	
DEPT MANAGER	DEPT MANAGER	BUYER		DATE ORDERED	
DIRECTOR	DIRECTOR	BIOMED <input type="checkbox"/> YES <input type="checkbox"/> NO	VENDOR #	PO #	
DR. MORRISSEY	DR. MORRISSEY	B / O <input type="checkbox"/> YES <input type="checkbox"/> NO	CONFIRMED WITH		
VP FACILITIES	VP FACILITIES	GPO CONTRACT <input type="checkbox"/> YES <input type="checkbox"/> NO	PAYMENT TERMS		
D. SPARKS	D. SPARKS	FREIGHT FEES NET	ESTIMATED DELIVERY DATE		
		DELIVERY INSTRUCTIONS			
DEPT	ACCT	CAPITAL ACCOUNT NUMBER		RECEIVED BY	DATE RECEIVED

SHADED AREAS TO BE COMPLETED BY PURCHASING

ACTIVITY NUMBER	ACTIVITY NAME	ACTIVITY NAME
1	Leadership (Personnel)	
2	Leadership Planning	
3	Patient Isolation	Modify air handling systems for shut down and conservation to negative air pressure to prevent dissemination of airborne infectious materials.
4	Patient Tracking	Develop a system for tracking adverse vaccination events & patient data.
5	Public Info	Develop a media public information program (including generic smallpox information press release(s)).
6	Personal Protection	Ensure hospital staff access to adequate PPE or other respiratory protection (incl. maintenance & training).
7	Isolation (Environment)	Establish waste water containment facilities for all hazards to include site remediation.
8	Decontamination	Establish access to portable shared external decontamination units, internal decontamination units (outside entry / inside exit), facility external decon units, and facility HAZMAT Teams.
9	Evacuation	Plan, resource, and practice evacuation of healthcare facilities including supplying adequate transportation for evacuation of inpatients from hospital facilities (ie, enough transport available to move a number of patients equal to average daily census).
10	Group Protection	Establish group protective shelters for hospitals.
11	Facility Integrity (Commodity)	Additional supplies (disposable).
12	Security	Establish a system for radio communication between hospital security staff and local law enforcement, and provide facility blueprints to law enforcement & fire fighters.
13	Surge / Beds	Procure bed surge capacity (ie, tents) and establish agreements for increasing surge capacity with regional hospitals.
14	Surge / Equipment	Expand the number of ventilators and other respiratory support supplies.
15	Human Relations	Make arrangements to care / provide security for hospital staff family members during a large-scale emergency. Establish an alternate smallpox containment site (for smallpox exposed & symptomatic patients).
16	Education	Provide detailed training for hospital staff regarding medical management, pharmaceutical needs, laboratory procedures, criminal investigation and decontamination.
17	Education / Drills	Conduct District or regional table-top exercises.