

Push Partner Registry

OVERVIEW

In order to rapidly distribute antibiotics in a large-scale public health emergency, Multnomah County Health Department, in partnership with Cities Readiness Initiative (CRI), has created the Push Partner Registry (PPR).

Multnomah County will need to rely upon community partners to help dispense emergency medications to the population. Private businesses, non-profit or governmental organizations serving their employees, employee’s families, and clients, will not only help ensure the health and well being of community members, but also allow for those organizations to continue operations during a health emergency.

The PPR is activated in conjunction with Tab B: Mass Prophylaxis and Tab Z: Logistical Resources.

OBJECTIVES

- Dispense antibiotics to pre-identified populations unable to or unwilling to use mass clinics or large employers who can reduce the demand on mass dispensing clinics.

ACTIVATION



ADDITIONAL RESOURCES

The *Incident Commander*, in consultation with senior health department staff and other medical and government officials, determines when to implement mass prophylaxis measures.

Distribution via the Push Partner Registry will be led by one or more Division/Group Supervisors or Branch Directors, under the Operations Section of the response organization.

For More Information:

- Tab B, Mass Prophylaxis
- Tab S, Strategic National Stockpile
- Tab Z, Logistical Resources

URLs:

<http://www.mchealth.org/emergprep/pushpartner.shtml>

Appendices:

- Appendix Va: PPR Organizational Chart
- Appendix Vb: [Push Partner Registry: A Guide to Obtaining and Dispensing Medications to your Employees and Vulnerable Clients](#) (click this title to link you to the guide)

(only publicly disclosed information on website), email, and direct phone calls (contact information is in SAP).		
<ul style="list-style-type: none"> Comms Unit Leader arranges for phone/IT support 		
<p>Respond.</p> <ul style="list-style-type: none"> Operations Section prepares screening forms, drug information sheets, drug inventory forms and other forms as needed in accordance with Tab B: Mass Prophylaxis (may include: follow-up instructions, NAPH forms, reporting and other procedural forms, health education materials, 24/7 call-in #) Forms are prepared in languages of expected clients to the extent possible and given to RDC for distribution along with medications Distribution of supplies to Push Partners using <i>Will-Call</i> method is outlined in Tab Z 	<p>Tab Z Tab B</p>	
<p>Monitor.</p> <p>Operations monitors Push Partner operations, passes information to PSC/SitUL for routine display updates, and solves problems to ensure Push Partner distribution objective achieved.</p>		
<p>Display.</p> <p>PSC/SitUL displays activated Push Partners, populations they serve, updated situation, and projected achievement of objective relative to objective.</p>		
<p>Account for time and cost.</p> <ul style="list-style-type: none"> Finance/Admin Time Unit and Cost Unit accounts for time and cost of all resources directly under IC organization for each operational period. Consider recommending Push Partners maintain time/cost data if possibility of reimbursement. 		
<p>Follow Up.</p> <p>OSC determines time and location for Push Partners to return completed screening/intake forms, inventory forms, and unopened bottles of medication; RDC may serve as this site.</p>		

Push Partner Registry: Registration Procedures

TASK	REFERENCE	COMPLETED
<p>Register.</p> <ul style="list-style-type: none"> Potential Push Partners complete the enrollment form and fax or mail form to: Multnomah County Health Department Emergency Preparedness Office 426 SW Stark St., 7th Floor 	<p>Appendix Vb</p>	

<p>Portland, OR 97204 ATTN: Push Partner Registry Fax: (503) 988-4017</p> <ul style="list-style-type: none"> ● MCHD PPR Program Coordinator: <ul style="list-style-type: none"> ○ Reviews registration form and contacts registrant to confirm registration ○ Mails Push Partner Registry Guide to new Push Partner (or found on the web) ○ Acts as point of contact in non-emergency state ○ Calculates # of antibiotic regimens based on registration information ○ Coordinate the creation of reservations (with Central Stores) in SAP for each antibiotic ○ Gives PDT staff registration information for SAP customer record creation ● PDT staff creates the customer record in SAP 		
<p>Push Partner Registry Guide</p> <p>The Push Partner Registry: A Guide to Obtaining and Dispensing Medications to your Employees and Vulnerable Clients contains information to assist Push Partners set up and operate a closed dispensing operation:</p> <ul style="list-style-type: none"> ● Enrollment Form ● Change of Information Form ● Dispensing Plan Template and Job Action Sheets ● Site Considerations ● Protecting Your Employees in Public Health Emergencies: Dispensing Site Workbook for Businesses ● Sample Forms ● CD containing all documentation and signage for dispensing site 	<p>Appendix Vb</p>	
<p>Create Plan.</p> <p>Push Partners are asked to create a dispensing plan for their organization; templates in the kits can help.</p>		
<p>Communicate.</p> <p style="text-align: center;"><i>Non-emergency state:</i></p> <p>PPR Website: http://www.mchealth.orf/emergprep/pushpartner.shtml Health Department Website: http://www.co.multnomah.or.us/health/ Push Partner Coordinator: Robin Holm Emergency Preparedness Associate Desk (503) 988-3663 x24426 Cell (503) 572-0490</p>		

robin.m.holm@co.multnomah.or.us

During an Emergency:

PPR Website: <http://www.mchealth.org/emergprep/pushpartner.shtml>

Health Department Website: <http://www.co.multnomah.or.us/health/>

Note: Operations Supervisors assigned to support Push Partners will provide emergency contact information to Push Partners when notified that PPR is activated.

PPR APPENDIX Va: PPR Organizational Chart

