

CORRECTIVE ACTION PLAN

Developed specifically for Washoe County, Nevada as a result of Operation Broken Condom conducted on November 19, 2012. The recommendations are noted in the After Action Report.

Objective	Action Title	Recommendation	Corrective Action Description	Primary Responsible Program	Program POC	Start Date	Complete Date
The ability of staff to use the STD ORP to manage an outbreak.	Was the STD ORP activated?	Either during a meeting or through email clearly state the activation of the plan and what the current level means.	Add to the STD ORP Threshold Level Guide: Email applicable parties as each level is declared.	SH	Prog. Mgr. or ICS assign	11/2012	1/2013
	Does staff know their specific roles in relation to the exercise scenario?	Either during a meeting or through email clearly outline the roles and assigned duties of each classification to ensure continuity of action and expected action.	Add to the STD ORP Threshold Level Guide: Define nursing and non-nursing roles. Email description of assigned roles and duties after ORT meetings.	QI	Coordinator	11/2012	1/2013
			Add to annual training	SH	Prog. Mgr.	11/2013	11/2013
		Explore the use of staff outside of their job classification but within the scope of their professional license during an outbreak response.	Adequate nursing staff likely available thru CCHS, Per Diems & MRC Volunteers. In large scale outbreak may consider exploring alternative staffing through the Washoe County Nurses Association.	SH SH	Prog. Mgr Prog. Mgr	5/2013	7/2013
	Were there adequate resources to manage the outbreak without O/T?	Develop a list of personnel KSAs as well as resources internally/externally to have for easy reference.	An inventory of personnel knowledge, skills and abilities related to STD Outbreak Response will be developed to identify potential roles in outbreak incl. Per Diems, students, MRC, non-STD nurses, and non-nursing staff e.g. HE, EPI could assist w/case investigations.	SH	Prog. Mgr	1/2013	2/2013
		Consider developing a guideline for cancellation of leave.	Consult with WCNA to identify options. (See Management Rights and Leave Sections)	SH	Prog. Mgr	5/2013	7/2013

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The ability of staff to coordinate and communicate during an exercise.	Did staff reach out to the Public Information Officer to inform the media?	Improve the STD ORP Threshold Level Guide "cheat sheet" to include Health Educator & PIO support	Add to the STD ORP Threshold Level Guide: Include HE and PIO in ORT meetings.	QI	Coordinator	11/2012	1/2013
	Did staff communicate effectively internally to ensure agency awareness of the outbreak and the change in assignments to manage the outbreak?	Continued and enhanced ICS trainings per Health District guidelines.	Add training on WCHD ORP in relation to STD ORP, including ICS activation.	SH	Prog. Mgr	TBD	11/2013
			Add to the STD ORP Threshold Level Guide: <ul style="list-style-type: none"> Consider ICS Provide dept-wide updates via email as indicated with contact staff roles and duties clearly delineated. 	QI	Coordinator	11/2012	1/2013
		Provide training throughout the year on the STD ORP and individual aspects of the response plan. (i.e. lab slips and Field Records)	Create a Plan to provide training on duties assigned during outbreak : <ul style="list-style-type: none"> Bicillin administration Syphilis interview Documentation (Field Records) 	SH	SH DIS	3/2013	Ongoing and Annual

Abbreviations

CCHS – Community and Clinical Health Services

DIS – Disease Investigation Specialist

EPI – Epidemiology Program

HE – Health Educator

ICS – Incident Command System

MRC – Medical Reserve Corps (Volunteers)

ORT – Outbreak Response Team (Usually EPI and SH)

PIO – Public Information Officer

QI – Quality Improvement

SH – Sexual Health Program

STD ORP – Sexually Transmitted Disease Outbreak Response Plan

WCNA – Washoe County Nurses Association

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