

# Regional POD FAQ

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**REFER TO THE 2011-2012 PUBLIC HEALTH PREPAREDNESS PROGRAM GRANT REQUIREMENTS ONLINE FOR FULL GUIDANCE AND WORK PLAN DELIVERABLES. [www.kdheks.gov/cphp/lhd\\_grant\\_apps\\_2011-2012.htm](http://www.kdheks.gov/cphp/lhd_grant_apps_2011-2012.htm)**

- 1. Q: The work plan states in Item #2 that we can meet the requirement for one full-scale POD exercise by conducting or participating a regional Point of Dispensing (POD) exercise once in the 5-year cycle (August 2011-August 2016) to meet the deliverables. Is that correct?**

**A:** Yes. You can do individual county full-scale PODs or several counties may come together and do one multi-county (aka “regional”) POD. It could be called a “multi-county POD” rather than “regional POD” because some counties may choose to do a local POD rather than participate in the regional POD.

For example, if your region includes eight counties, six counties may choose to participate in the regional or multi-county POD and the other two counties may conduct individual local-level PODs. Not all eight counties would be required to participate for the POD to count as a “regional POD.”

**NOTE:** The 5-year period started on August 10, 2011. One full-scale POD exercise is required in the 5-year period (August 10, 2011-2016). One exercise – either tabletop, functional, full-scale, or real incident – must be completed in each of the four years of the 5-year cycle that you are not conducting a full-scale POD.

- 2. Q: Can the regional or multi-county POD be an open POD, closed POD, or drive-through POD?**

**A:** Yes, any of these PODs will count toward your work plan deliverable.

- 3. Q: If one county sets up a flu clinic and the other counties in the region bring people over to staff the clinic, does that count for all counties who participated?**

**A:** Yes, but staff also should participate in the planning, set-up, and execution of the event. For example: let’s say that Smith, Jewell, Osborne, and Mitchell counties are going to do a regional POD in Mankato. Smith, Osborne, and Mitchell counties would send staff to Mankato to work at the POD. Think of it as a test of mutual aid to assist Jewell County.

For a regional or multi-county POD, we strongly recommend that the participating counties help plan and organize the POD so the host county doesn’t do all the background and set-up work alone.

If you conduct a regional or multi-county POD, you may submit one AAR on behalf of all the counties that participated in the POD. However, each county must be documented in the AAR as a participating organization and each county must have a minimum of one Improvement Plan item tasked to their county.

**4. Q: If each county does not have individuals from their own jurisdiction show up to go through the POD, will it still count?**

**A:** Using the same example from Question #3, if the regional POD in Jewell County is going to be a flu clinic, Smith, Osborne, and Mitchell counties still could promote to their county residents to attend the Jewell County POD to get their flu shots, however it is not required that individuals from each jurisdiction go through the host county POD for their flu shots.

**5. Q: Is each county required to bring community partners or community volunteers to a regional or multi-county POD?**

**A:** We would encourage all participating counties to recruit community partners or community volunteers to participate in the regional or multi-county POD. It is especially recommended that you invite your County Emergency Manager to participate in the regional or multi-county POD with you since they also must participate in a full-scale exercise to meet requirements through the Kansas Division of Emergency Management (KDEM).

**6. Q: How are we going to test the epidemiology capability (Public Health Preparedness Capability #13) during a POD exercise?**

**A:** The exercise must include both Capability #8 (Medical Countermeasure Dispensing) and #13 (Public Health Surveillance and Epidemiological Investigation). POD Exercise Evaluation Guide (EEG) templates for both the Capability #8 and Capability #13 are available online at [http://www.kdhe-exercises.org/lhds\\_materials.htm](http://www.kdhe-exercises.org/lhds_materials.htm) For the POD exercise, the epidemiology component should test the motivating factor for setting up the POD. For example, through an epidemiological surveillance activity, it was determined that the population was exposed to anthrax (or another agent) and now your county must activate a POD to provide mass prophylaxis.

The EEG for the epidemiology component of the POD is fairly basic, as most of the epidemiology functions required for the grants are captured through routine, day-to-day activity. However, the exercise should demonstrate how those routine epidemiology and surveillance activities would be ramped up in an emergency.

Demonstration of the epidemiology capability should be explained in the After Action Report (AAR) in the Section 3: Analysis of Capabilities of the AAR template.

**7. Q: Is an SNS request required for a regional or multi-county full-scale POD?**

**A:** Yes. You may submit one SNS request on behalf of the counties participating in the regional or multi-county POD. On the SNS request form, include all counties and agencies that the form is representing (including any hospital representation). The host county will submit the joint SNS

request following the proper requesting procedures (LHD to the County Emergency Manager to the State EOC to KDHE).

You may submit the SNS request several days prior to your POD exercise. However, please notify the KDHE Exercise & Training Coordinator in advance of the date the SNS request will be submitted.

**8. Q: How do we post our regional POD on KS-TRAIN?**

**A:** You will post a regional or multi-county POD exercise in the same manner that you post an individual county POD exercise on KS-TRAIN. (See the “Contractual Expectation / Measurement Tool” column of the LHD Work Plan.) The Course ID # to post a POD on TRAIN is #1029032.

A KS-TRAIN Exercise Administration Training is available on TRAIN under Course ID #1028107. Debbie Nickels ([dnickels@kdheks.gov](mailto:dnickels@kdheks.gov)) is coordinating scheduling for these training sessions. In this training, you will learn how to:

- Post a local exercise session to a KDHE-sponsored exercise listed on KS-TRAIN for local registration.
- Communicate the date, place, and time for the local exercise to be posted on TRAIN for registration with the KDHE Exercise and Training Coordinator.
- Manage exercise registration, including downloading the sign-in sheet and verifying or withdrawing registration.
- Use the batch registration tool to add attendees who did not enroll through TRAIN for the local exercise.
- Create and post a local exercise or training.

For additional questions regarding the exercise requirements for the 2011-2012 work plans, please contact Cait Purinton, Exercise & Training Coordinator, at [cpurinton@kdheks.gov](mailto:cpurinton@kdheks.gov) or (785) 296-1984.