

**SEASONAL FLU AND H1N1 RESOURCE KIT FOR
BEHAVIORAL HEALTH PROVIDERS****Table of Contents**

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I Introduction

The Georgia Department of Behavioral Health and Developmental Disabilities (DBHDD), in partnership with the Georgia Division of Public Health (GDPH), has developed this resource kit to aid behavioral health providers in planning for seasonal flu and H1N1. As with all emergency planning, it is important for you to get in touch with your local Public Health Department and your local Public Health District for details concerning local planning and response activities. Please refer to the list of GDPH District Emergency Preparedness Directors (Attachment D) to find out the name and contact information for the Emergency Preparedness Director in your area.

II Useful websites

Due to the fact that information regarding H1N1 is constantly changing, the internet provides the most up to date source of guidance. Here are some web sites that you may find useful.

- A. Centers for Disease Control and Prevention (CDC): <http://www.cdc.gov/h1n1flu/>
- B. CDC Guidance for HC Professionals: Interim Guidance for Infection Control for Care of Patients with Confirmed or Suspected Novel Influenza (H1N1) Virus Infection in a Healthcare Setting. http://www.cdc.gov/h1n1flu/guidelines_infection_control.htm

- C. For information on H1N1 planning tips for outpatient facilities, see the Department of Health and Human Services' pandemic flu planning checklist for medical offices and clinics at <http://pandemicflu.gov/plan/healthcare/medical.html>
- D. CDC guidance on planning for outpatient facilities may be found at <http://www.cdc.gov/h1n1flu/10steps.htm>.
- E. Georgia Division of Public Health: <http://health.state.ga.us/h1n1flu/>
- F. Georgia's Disaster Mental Health web site: www.georgiadisaster.info

III Supplies

Here is a list of basic supplies that you should have on hand for staff, consumers and visitors. We suggest that you reinforce the use of these supplies often.

- Tissues
- Hand sanitizer - kept in a secure location
- Face masks – Keep a supply of these masks at registration/check in and offer them to visitors.
- Soap and water (see the hand washing posters in Section 3 below)
- Disinfectant wipes for high-touch surfaces – Even if you have a cleaning service, it's good practice to go over high-touch surfaces with disinfectant to make sure they're clean.

IV Posters and handouts

- A. Print out and place these posters near the entrance to your facility and in other prominent places:
 - 1. Keep Germs to Yourself
<http://health.state.ga.us/pdfs/publications/manuals/cough02.pdf>
Spanish <http://health.state.ga.us/pdfs/publications/manuals/cough02.spa.pdf>
 - 2. Health Alert poster with symptoms, what to do if you think you have the flu and proper respiratory etiquette
http://www.cdc.gov/h1n1flu/pdf/airport_poster_for_print.pdf.
 - 3. Keep illness from spreading
<http://health.state.ga.us/pdfs/publications/manuals/cough01.pdf>
Spanish <http://health.state.ga.us/pdfs/publications/manuals/cough01.spa.pdf>
- B. Print out and place this poster near sinks.
Hand washing posters <http://health.state.ga.us/pdfs/epi/handwashing.03.pdf>
- C. This handout provides good information about hand cleaning.

Clean hands Saves Lives

http://www.apic.org/Content/NavigationMenu/PracticeGuidance/HandHygiene/Clean_Hands_Save_Lives.pdf

V Planning Basics

- A. Set up procedures for how your agency will respond when someone is very ill. Exercise those procedures regularly and make adjustments to the plan based on the lessons learned from your exercise.
- B. Develop an emergency call down list for you staff. Make sure your list includes leadership staff and appropriate back-up for key positions. Update this list quarterly to ensure all the contact numbers are accurate.
- C. Know who to call. Attachment C is a list of all the GDPH District Epidemiology Contact Numbers. Make contact with that person now so that they will know you and you will them if and when an emergency occurs. Frequently check to make sure the Epidemiologist and contact number has not changed.
- D. Frequently check the CDC and GDPH website because information is constantly updated.
- F. Make sure you know who to call after hours. Frequently check to make sure that contact number has not changed.
- F. It is very important that all staff receive a seasonal flu shot. Contact you local Public Health Department or Public Health District (Attachment D) for details.

For more information on emergency preparedness and disaster planning contact:

Jeannette David

Georgia Department of Behavioral

Health and Developmental Disabilities

404-657-2354

jedavid@dhr.state.ga.us

VI Attachments

- A. State of Georgia Emergency Preparedness Planning Kit – this planning kit was developed to assist behavioral health providers in their emergency planning efforts. It is available at www.georgiadisaster.info.
- B. State of Georgia Emergency Preparedness Planning Kit for Small Residential Providers – this planning kit was designed for small organizations with only a handful of employees. It is available at www.georgiadisaster.info.

Attachment C:

Georgia Division of Public Health District Epidemiology Contact Numbers (4/29/09)

This list is also available on line at <http://health.state.ga.us/h1n1flu/pdf/DistrictEpiContacts.pdf>.

District 1-1: Rome

Northwest Georgia Health District
1305 Redmond Circle, Bldg. 614
Rome, GA 30165
Tel: (706) 295-6658
Fax: (706) 802-5342

District 1-2: Dalton

North Georgia Health District
100 W. Walnut Ave., Suite 92
Dalton, GA 30720
Tel: (706) 272-2342 x 328
Fax: (706) 272-2929

District 2-0: Gainesville

DHR Health District 2
1280 Athens St.
Gainesville, GA 30507
Tel: (770) 535-5780
Fax: (770) 535-5958

District 3-1: Cobb-Douglas

Center for Health Assessment
1650 County Services Pkwy.
Marietta, GA 30008-4009
Tel: (678) 354-5489
Tel: (770) 514-2747
Fax: (770) 514-2313

District 3-2: Fulton

Fulton Co. Dept. of Health and Wellness
Office of Epidemiology
99 Jesse Hill Jr. Dr., SE
Atlanta, GA 30303-2607
Tel: (404) 730-1330, or
Tel: (404) 730-1336
Fax: (404) 730-1326

District 3-3: Clayton

1117 Battlecreek Road
Jonesboro, GA 30236-2407
Tel: 678-610-7246
Fax: 770-603-4872

District 3-4: Gwinnett

East Metro Health District
324 W. Pike St.
P.O. Box 897
Lawrenceville, GA 30046-0897
Tel: (770) 339-4260
Fax: (770) 339-5971

District 3-5: DeKalb

445 Winn Way
P.O. Box 987
Decatur, Georgia 30031-1701
Tel: (404) 294-3854
Fax: (404) 294-3842

District 4: LaGrange

122 Gordon Commercial Dr., Suite A
LaGrange, Georgia 30240-5740
Tel: (706) 845-4035, ext 341
Fax: (706) 845-4038

District 5-1: Dublin

South Central Health District
2121-B Bellevue Road
Dublin, Georgia 31021
Tel: (478) 275-6545
Fax: (478)-275-6575

District 5-2: Macon

811 Hemlock Street
Macon, Georgia 31201-2198
Tel: (478) 751-6034
Fax: (478) 751- 6074

District 6: Augusta

1916 North Leg Road
Augusta, Georgia 30909-4437
Tel: (706) 667-4263
Fax: (706) 667-4792

District 7: Columbus

P. O. Box 2299
2100 Comer Avenue
Columbus, Georgia 31902
Tel: (706) 321-6238
Fax: (706) 321-6155

District 8-1: Valdosta

312 N. Patterson Street
P. O. Box 5147
Valdosta, Georgia 31603-5147
Tel: (229) 249-2796
Fax: (229) 259-5003

District 8-2: Albany

1109 N. Jackson Street
Albany, Georgia 31701-2022
Tel: (229) 430-1858
Fax: (229) 430-7853

District 9-1: Coastal

Coastal Health District
24 Oglethorpe Professional Blvd.
P.O. Box 14257
Savannah, GA 31416
Tel: (912) 644-5232
Fax: (912) 644-5230

District 9-2: Waycross

1115 Church Street, Suite A
Waycross, GA 31501
Tel: (912) 285-6022
Fax: (912) 284-2522

District 10: Athens

220 Research Drive
Athens, GA 30605
Tel: (706) 583-2798
Fax: (706) 369-5877

Attachment D: GDPH District Emergency Preparedness Directors

DPH District Emergency Coordinator	MHDDAD Hospital	Core Service Provider	Counties Served
<p>1-1 Northwest (Rome) Tony Cooper 706-295-6793 tocooper@dhr.state.ga.us</p>	<p>Northwest Georgia Regional Hospital 1305 Redmond Circle Rome, Georgia 30161 24 Hour (706) 295-6011</p> <p>Karl H. Schwarzkopf, Ph.D. Regional Hospital Administrator Phone (706) 295-6246 khschwarzkopf@dhr.state.ga.us</p> <p>Thomas W. Muller, M.D. Clinical Director Phone (706) 295-6285</p>	<p>Tom Ford, Director Lookout Mountain Community Services P.O. Box 1027 Lafayette, GA 30728 tomf@lmcs.org <u>Telephone:</u> (706) 638-5584</p>	<p>Catoosa Chattooga Dade Walker</p>
		<p>Frank Aaron, Director Highland Rivers Community Service Board 1710 White House Drive, Suite 204 Dalton, Georgia 30720 <u>Telephone:</u> (706) 270-5000 (frankaaron@highlandrivers.org)</p>	<p>Bartow Floyd Gordon Haralson Paulding Polk</p>
<p>1-2 North Georgia (Dalton) Ron Hernandez 706-272-2342 rrhernandez@dhr.state.ga.us</p>		<p>Frank Aaron, Director Highland Rivers Community Service Board 1710 White House Drive, Suite 204 Dalton, Georgia 30720 <u>Telephone:</u> (706) 270-5000 (frankaaron@highlandrivers.org)</p>	<p>Cherokee Fannin Gilmer Murray Pickens Whitfield</p>
<p>2 North (Gainesville) Mark Palen 770-535-5743 mwpalen@dhr.state.ga.us</p>		<p>Carol Perkins, Director Avita Community Partners* 4331 Thurmond Tanner Road Flowery Branch, Georgia 30542-2829 <u>Telephone:</u> (678) 513-5700 <u>Emergency and Night Number:</u> 800-347-5827 lhtyler@gamtns.org -</p>	<p>Banks Dawson Forsyth Franklin Habersham Hall Hart Lumpkin Rabun Stephens Towns</p>

DPH District Emergency Coordinator	MHDDAD Hospital	Core Service Provider	Counties Served
			Union White
3-1 Cobb/Douglas Pam Blackwell 770-514-2333 psblackw@dhr.state.ga.us		Tod Citron, Director Cobb County Community Services Board 3830 South Cobb Drive, Suite 300 Smyrna, GA 30080 Telephone: (770) 429-5000 tcitron@cobbcsb.com	Cobb Douglas
3-2 Fulton Al Simmons 404 730-1387 alsimmons@dhr.state.ga.us -		Barbara Lattimore, Ph.D. Fulton County MHDDAD 115 MLK, Jr. Drive, Ste. 277 Atlanta, GA 30303 (404) 730-0215 Barbara.Lattimore@fultoncountyga.gov	Fulton
		Dr. Keith Wood Fulton-Dekalb Grady Hospital Authority 80 Jesse Hill Jr. Drive Atlanta, GA 30303 404-778-1484 kwood01@emory.edu	
		Jim Newton Northside Hospital 1000 Johnson Ferry Rd NE Atlanta, GA 30342 404-851-8588 jim.newton@northside.com	
3-3 Clayton Tom Bennett (678) 610-7467 tobennett@dhr.state.ga.us		Paula Crane, Director Clayton Community MH, AD Dev Services 112 Broad Street Jonesboro, GA 30236-1919 Telephone: 770-478-2280 paula.crane@claytoncenter.org	Clayton

DPH District Emergency Coordinator	MHDDAD Hospital	Core Service Provider	Counties Served
3-4 Gwinnett Mark Reiswig 770-339-4260 MDReiswig@dhr.state.ga.us		<i>Frank Berry, Director</i> GRN Community Service Board P.O. Box 687 Lawrenceville, GA 30046-0687 Telephone: (770) 339-5019 brobbins@grncsb.com	Gwinnett Newton Rockdale
3-5 DeKalb Bernard Hicks 770-339-4260 brhicks@dhr.state.ga.us	Georgia Regional Hospital at Atlanta 3073 Panthersville Road Decatur, Georgia 30037 24 Hour (404) 243-2216 Susan Trueblood Regional Hospital Administrator Phone (404) 243-2110 strueblood@dhr.state.ga.us Emile Risby, M.D. Acting Clinical Director Phone (404) 243-2114	<i>Gary S. Richey, Director</i> DeKalb Community Service Board 445 Winn Way, Room 464 Decatur, GA 30030-1707 Telephone: (404) 294-3836 gary.richey@dekcsb.org -	DeKalb
4 LaGrange Charles Reneau 706 845-4035 cwreneau@dhr.state.ga.us		<i>Lisa Rudeseal, Director</i> Pathways Center for Behavioral & Dev.Growth 120 Gordon Commercial Drive, Suite A LaGrange, GA 30240-5740 Telephone: (706) 845-4045 lrudeseal@pathwayscsb.org	Carroll Coweta Heard Meriwether Troup

DPH District Emergency Coordinator	MHDDAD Hospital	Core Service Provider	Counties Served
		<i>Pam McCollum, Director</i> McIntosh Trail Community Service Board P. O. Box 1320 or 1501-A Kalamazoo Drive Griffin, GA 30224 <u>Telephone: (770) 358-8250</u> <u>pmccollum@mctrail.org</u>	Butts Fayette Henry Lamar Pke Spaulding Upson
5-1 South Center Dublin Mark Harden 478-275-6545 <u>maharden@dhr.state.ga.us</u>		<i>Patsy Thomas, Ed.D., Director</i> Community Service Board of Middle Georgia 2121 A Bellevue Road Dublin, GA 31021-2998 <u>Telephone: (478) 272-1190</u> <u>pthomas@csbmga.com</u>	Bleckley Dodge Johnson Laurens Montgomery Pulaski Telfair Treutlen Wheeler Wilcox
5-2 North Central Macon Karen Ebey-Tessendorf 478-751-6303 <u>klebey-tessendorf@dhr.state.ga.us</u>	Central State Hospital Powell Building 620 Broad Street Milledgeville, Georgia 31062 24 Hour (478) 445-4169 Marvin Bailey, Reg. Hosp. Administrator Phone (478) 445-4128 <u>m Bailey@dhr.state.ga.us</u> Scott VanSant, Clinical Director Phone (478) 445-4515	<i>Angela Hicks-Hill, Director</i> Oconee Community Service Board P.O. Box 1827 Milledgeville, GA 31059-1827 <u>Telephone: (478) 445-4817</u> <u>oconeeadmin@alltel.net</u>	Baldwin Hancock Jasper Putnam Washington Wilkinson
		<i>Shannon T. Harvey, Director</i> River Edge Behavioral Health Center 175 Emery Highway Macon, GA 31217-3692 <u>Telephone: (478) 751-4515</u> <u>sharvey@river-edge.org</u>	Bibb Jones Monroe Twiggs

DPH District Emergency Coordinator	MHDDAD Hospital	Core Service Provider	Counties Served
		<i>Sandra Olsen, CFO, Acting CEO</i> Phoenix Center Behavioral Health Services 940 Highway 96 Warner Robins, GA 31088 <u>Telephone: (478) 988-1002</u> <u>sandraolsen@phoenixcenterbhs.com</u>	Crawford Houston Peach
6 East Center Augusta Jerry Harden 706-729-2195 <u>ajharden@dhr.state.ga.us</u>	East Central Regional Hosp-Gracewood 100 Myrtle Boulevard Gracewood, Georgia 30812 24 Hour (706) 790-2011 East Central Regional Hospital-Augusta 3405 Mike Padgett Highway Augusta, Georgia 30906 24 Hour (706) 792-7006 Steve Smith Regional Hospital Administrator 100 Myrtle Boulevard Gracewood, Georgia 30812 Phone (706) 790-2030 <u>Stesmith@dhr.state.ga.us</u> David Bate, M.D. Acting Clinical Director 3405 Mike Padgett Highway Augusta, Georgia 30906 Phone (706) 792-7021 or (706) 790-2160	<i>Victoria Richbourg, Director</i> Ogeechee Behavioral Health Services P.O. Box 1259 Swainsboro, GA 30401-1259 <u>Telephone: (478) 289-2522</u> <u>vrichbourg@obhs-ga.org</u>	Burke Emanuel Glascocock Jefferson Jenkins
		<i>Charles D. Williamson, Director</i> Serenity Behavioral Health Systems 3421 Mike Padgett Highway Augusta, GA 30906-3815 <u>Telephone: (706) 432-7800</u> <u>cwilliamson@serenitybhs.com</u>	Screven Columbia Lincoln McDuffie Richmond Taliaferro Warren Wilkes

DPH District Emergency Coordinator	MHDDAD Hospital	Core Service Provider	Counties Served
7 West Central Columbus Ed Saidla 706-321-6101 jesaidla@dhr.state.ga.us	West Central Georgia Regional Hospital 3000 Schatulga Road Columbus, Georgia 31907 24 Hour (706) 568-5000 John Robertson Regional Hospital Administrator Phone (706) 568-5203 jrobertson@dhr.state.ga.us Chong Lee, M.D. Acting Clinical Director Phone (706) 568-5209	Perry Alexander, Director New Horizons P.O. Box 5328 Columbus, GA 31906-0328 <u>Telephone:</u> (706) 596-5583 palexander@newhorisonscsb.org	Chattahoochee Clay Harris Muscogee Quitman Randolph Stewart Talbot
		Pam Davis, Director Middle Flint Behavioral HealthCare P.O. Drawer 1348 Americus, GA 31709-1348 <u>Telephone:</u> (229) 931-2470 pamdavis@middleflintbhc.org	Crisp Dooly Macon Marion Schley Sumter Taylor Webster
8-1 South Valdosta Michael Terwilliger 229-333-5290 mwterwilliger@dhr.state.ga.us		Sue Gupton, Director Behavioral Health Services of South Georgia 3120 N. Oak Street Extension Suite C Valdosta, GA 31602-1007 <u>Telephone:</u> (229) 333-7095 sgupton@bhsga.com	Ben Hill Berrien Brooks Cook Echols Irwin Lanier Lowndes Tift Turner

DPH District Emergency Coordinator	MHDDAD Hospital	Core Service Provider	Counties Served
8-2 Southwest Albany Julie Miller 229-430-1966 JLMILLER@dhr.state.ga.us	Southwestern State Hospital 400 South Pinetree Boulevard Post Office Box 1378 Thomasville, Georgia 31799 24 Hour (229) 227-2915, 2700 Hilary Hoo-You , Reg. Hospital Admin Phone (229) 227-3020 hjhoo-you@dhr.state.ga.us Joseph LeRoy, M.D. , Clinical Dir. Phone (229) 227-2990	Marc Tompkins, Director Albany Area Community Service Board P.O. Box 1988 Albany, GA 31702-1988 Telephone: (229) 430-4042 mtompkins@albanycsb.org	Baker Calhoun Dougherty Early Lee Miller Terrell Worth
		Bill Jones, Director Georgia Pines Community MHDDAD Services 1102 Smith Avenue, Suite K Thomasville, GA 31792-1659 Telephone: (229) 225-4370 bjones@gapines.net	Colquitt Decatur Grady Mitchell Seminole Thomas
9-1 Coastal Savannah/Brunswick Annette Nue 912-262-3092 alneu@dhr.state.ga.us	Georgia Regional Hospital at Savannah 1915 Eisenhower Drive Savannah, Georgia 31406 24 Hour (912) 356-2030 Charles Xiaoshong Li, M.D. Regional Hospital Administrator Phone (912) 356-2045 CXLI@dhr.state.ga.us John Prather, M.D. Clinical Director Phone (912) 356-2482	Frank Bonati, Dr.PH., Director Gateway Community Service Board 1000 Commissioners Drive Darien, GA 31305 Telephone: (912) 437-7300 bonati@gatewaybhs.org	Bryan Camden Chatham Effingham Glynn Liberty Long McIntosh

DPH District Emergency Coordinator	MHDDAD Hospital	Core Service Provider	Counties Served
9-2 Southeast Waycross Hollard Phillips 912-285-6002 hgphillips@dhr.state.ga.us		<i>June DiPolito, Director</i> Pineland Area MH, DD & AD Com. Svc. Board P.O. Box 745 Statesboro, GA 30459-0745 <u>Telephone:</u> (912) 764-6906 jdipolito@pinelandcsb.org	Appling Bulloch Candler Evans Jeff Davis Tattnall Toombs Wayne
		<i>Glyn Thomas, Ph.D., Director</i> Satilla Community Services 1007 Mary Street Waycross, GA 31502 <u>Telephone:</u> (912) 449-7101 gthomas@satilla.csb.state.ga.us	Atkinson Bacon Brantley Charlton Clinch Coffee Pierce Ware
10 Northeast Athens Tony Huff 706-425-3310 thuff@dhr.state.ga.us		<i>Cindy A. Darden, Director</i> Advantage Behavioral Health Systems 250 North Avenue Athens, GA 30601-2244 <u>Telephone:</u> (706) 542-9739 cdardem@advantagebhs.org	Barrow Clarke Elbert Greene Jackson Madison Morgan Oconee Oglethorpe Walton