

Antiviral Drug Distribution & Use
PHASES 1/2 – SITUATIONS A and B
Novel (new) influenza virus in birds or other animals overseas and/or in North America
RESPONSE ACTION – WATCH

NOTE: Appendix 1 of this plan contains documents specific to antiviral drug distribution during an influenza pandemic. Distribution of antivirals is implemented in accordance with the New Jersey (NJ) Strategic National Stockpile (SNS) Plan, a comprehensive plan provided to the Center for Disease Control and Prevention’s (CDC) Division of SNS on October 11, 2006. Additional detail related to drug distribution and use, and other attachments referenced are located in the NJ SNS Plan, which is housed in the Health Command Center (HCC) and in the Office of the Senior Assistant Commissioner, Health Infrastructure Preparedness and Emergency Response (HIPER).

Action Item 1: Arrange for appropriate storage of antivirals

1.1 The Office of Emergency Planning is responsible for the Strategic State Stockpile (SSS) program. The program maintains medical assets, including antiviral agents, in an environment that is secure yet conducive to rapid deployment during an event. The storage location meets the guidelines for the Federal Food and Drug Administration’s Federal Shelf Life Extension Program in the event the antivirals purchased through the CDC federal contracts are approved to enter into the Shelf Life Extension Program. The following measures will be in place to support the proper maintenance and sustainment of antivirals:

- The Storage location is a confidential and secure warehouse that has constant security personnel on-site and is surrounded by a barbed wire fence. All access to the facility is key-controlled and all personnel entering or exiting the facility are visually recorded. In addition, any individuals entering the facility must have a NJ Department of Health and Senior Services (NJDHSS) approved photo identification and sign in and out on the entry log.
 - An alarm system is in place to alert security and NJDHSS personnel of possible intrusion into the storage area. In addition, the area is monitored 24/7 by closed circuit television at the New Jersey State Police (NJSP) Headquarters.
 - Antivirals are required to be stored in a climate-controlled environment, 59 to 86 degrees Fahrenheit with humidity levels below 60%. Therefore, the facility has a state of the art climate control system installed specifically to meet these standards.
 - Dedicated sensors are available to continuously monitor the ambient temperature within the facility and the presence of any water incursion (flooding/pipe leak).
 - A fire detection/alarm device and adequate fire suppression is available in accordance with state fire codes.

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- An independent office fully equipped with power, internet, analog and digital communications is able to sustain operations and rapidly deploy the stockpiled antivirals. Supportive equipment such as forklifts and pallet jacks are also on site.
- Pest control services are routinely provided.
- In the event of any power disruption, the warehouse has the built-in redundancy of generators to ensure environmental, security and operational conditions/resources are not compromised.

Action Item 2: Develop New Jersey’s Antiviral Distribution and Use Plan

- 2.1 The Office of Emergency Planning develops the Plan which includes:
- Conditions/Environment
 - Receipt/Inventory Control
 - Activation/Operations
 - Distribution
- 2.2 The Plan can be found in the HCC and the Office of the Senior Assistant Commissioner, HIPER.

Antiviral Drug Distribution & Use
PHASE 1/2 – SITUATION C
Novel (new) influenza virus in birds or other animals in NJ
RESPONSE ACTION – ALERT

Action Item 1: Access antiviral drugs from state stockpile

- 1.1 If an outbreak of highly pathogenic avian influenza occurs in poultry, the Coordinator of the Strategic State Stockpile (SSS) notifies NJDHSS Senior Leadership of the need to provide antiviral prophylaxis to animal outbreak responders. See “Interim Guidance for Protection of Persons Involved in U.S. Avian Influenza Outbreak Disease Control and Eradication Activities” (Appendix 2) and “OSHA Guidance Update on Protecting Employees from Avian Flu (Avian Influenza) Viruses” (Appendix 3).
- 1.2 NJDHSS provides antivirals to be dispensed through appropriate occupational health programs.

Antiviral Drug Distribution & Use
PHASE 3 – SITUATIONS A, B, and/or C
Human case of novel (new) influenza virus (no human spread) overseas,
in North America, and/or NJ
PHASE 3 – SITUATIONS D, E, and/or F
First case of human to human spread of novel (new) influenza overseas,
in North America, and/or NJ
RESPONSE ACTION – ALERT

Action Item 1: Continue activities from Phases 1/2 C

Antiviral Drug Distribution & Use
PHASE 4 – SITUATION A and B
Clusters of cases of human spread overseas and/or in North America
RESPONSE ACTION – ALERT

Action Item 1: Prepare for Antiviral Drug Receipt and Distribution

- 1.1 The SNS Coordinator receives notification from NJDHSS Senior Leadership of intent to request the SNS.
- 1.2 The SNS Coordinator contacts Receipt, Stage, and Storage (RSS) staff personnel, including the Operations Manager, Warehouse Supervisor and Credentials Lead. See “SNS Contact Information” (Appendix J). They assemble at the designated credentialing point for the selected RSS site.
- 1.3 When a decision is being considered by the Governor, or his/her designee, to request SNS supplies including antivirals from the CDC, NJDHSS contacts the Division of State Police Regional Operations and Intelligence Center (ROIC) at (number removed). The ROIC notifies support agencies responsible for providing direct service in the RSS operations according to “Notification for the Activation of the RSS Facility” (Appendix I). This serves as notification of pending RSS activation and enables those agencies to begin their preparations.
- 1.4 The Commissioner of NJDHSS has a conference call with the Local Information Network and Communications System (LINCS) agencies and acute care hospitals advising them that the Governor is considering requesting antivirals from CDC and that they should be on standby to activate their pre-identified antiviral Local Antiviral Distribution (LAD) sites. See “Site Selection Considerations” (Attachment 6) for selection considerations to facilitate this process.
- 1.5 LINCS agencies notify their LAD sites to prepare. The “Antiviral Distribution Site Information Form” (Attachment 7) is completed for each proposed location and kept on file along with a site/setup plan. “Minimum Antiviral Distribution Site Equipment/Supplies” (Attachment 8) details minimum equipment/supply requirements.

Antiviral Drug Distribution & Use
PHASE 4 – SITUATION C
Clusters of cases of human spread in NJ
RESPONSE ACTION – RESPONSE

Action Item 1: Request antivirals and SNS assets

- 1.1 The Commissioner of NJDHSS makes the decision to request antivirals through the SNS program. See “SNS Request Procedure” (Appendix H).
- 1.2 The Governor, or his/her designee, contacts the CDC Director via the CDC Director’s Emergency Operations Center at (number removed).
- 1.3 The CDC Director’s Emergency Operations Center arranges a telephone conference call that may include the U.S. Department of Health and Human Services (HHS) Secretary’s Operation Center, the U.S. Department of Homeland Security Operations Center, the U.S. Division of Strategic National Stockpile Coordination Center, and New Jersey’s representative(s). In collaboration with New Jersey officials, these agencies evaluate the request by rapidly assessing the threat and the local response resources. If the Secretary of HHS or designee concurs that local resources are insufficient, he or she will order the deployment of SNS assets.

NOTE: HHS is not required to wait for the President to activate the National Response Plan to deploy SNS assets. SNS assets can be deployed without a Presidential Disaster Declaration.

Action Item 2: Re-supply SNS Materiels

- 2.1 In the event that NJDHSS needs to request a re-supply of antivirals through the SNS from the CDC, the State SNS Coordinator, in consultation with the Medical Director of HIPER shall forward such request to the Technical Advisory Response Unit lead or designee.
- 2.2 Requests for items from either the Vendor Managed Inventory (VMI) or the 12-Hour Push Package are continuously monitored in the RSS Operations Center and the HCC (Health Command Center), and when item capacity is reduced by 50 percent or more, the RSS Lead/Operations Manager advises the SNS Coordinator or his/her designee. The SNS Coordinator or his/her designee then assesses the need to request a re-supply of the indicated materiel. Once approved by NJDHSS Senior Leadership, the SNS Coordinator requests re-supply. This does not preclude the need or ability to request re-supply of materiel based on intelligence or anticipated needs as indicated by State officials.

Action Item 3: Use Chain of Custody

- 3.1 A detailed chain of custody record is kept of all transfers.

Action Item 4: Activate Receipt, Stage, and Storage (RSS) Site

- 4.1 The RSS Operations Manager is responsible for receiving, staging, and storing inventory and distribution.

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PHASE 4 – SITUATION C
Clusters of cases of human spread in NJ
RESPONSE ACTION – RESPONSE

- 4.2 Upon deployment of the SNS, NJDHSS contacts the Division of State Police ROIC at (number removed). They notify support agencies responsible for providing direct service in the RSS operations according to “Notification for the Activation of the RSS Facility” (Appendix I). This serves as notification of RSS activation.
- 4.3 The SNS Coordinator contacts RSS staff personnel including the Operations Manager, Warehouse Supervisor and Credentials Lead, according to “SNS Contact Information” (Appendix J). They assemble at the designated credentialing point for the selected RSS site.
- 4.4 The NJDHSS Medical Director, or his/her designee, signs for the materiel
- 4.5 A CDC Technical Advisory Response Unit may accompany the SNS to assist and advise in the unloading, apportionment and distribution of the SNS materiels.

NOTE: The location of the RSS site will not be made public. The location will be maintained as specified in the SSS program. See “Receipt/Stage/Store” (Appendix O) for specific procedures.

Action Item 5: Request Repackaging

- 5.1 If VMI is requested, repackaging may be necessary. The SNS VMI typically arrives in unit of use containers. However, due to inventory fluctuations, a portion of the VMI may arrive in bulk containers which will require repackaging for distribution to LINCS agencies, hospitals or other sites as directed by the HCC.
- 5.2 For pharmaceutical repackaging, NJDHSS has an arrangement with a New Jersey based pharmaceutical company. They can be reached by calling (number removed).
- 5.3 Should additional resources become necessary, bulk drug repackaging is also done by NJDHSS staff. The location is determined by a resource request through the NJ Office of Emergency Management (NJOEM) and the Department of the Treasury. The plan for accomplishing this task is outlined in “Repackaging Oral Meds” (Appendix R).

Action Item 6: Implement Inventory Management/Inventory Control

- 6.1 Inventory control activities include, but are not be limited to the following:
 - Inspect the condition and quantity of containers, pallets, and packaging materials upon receipt.
 - Conduct a 100% inventory of contents of pallets and/or containers upon receipt. Container quantities for sealed containers is not questioned, but the quantities and type of items in open containers is verified prior to recording materiels into inventory.
 - Collect and verify the accuracy of shipping documents prior to recommending acceptance of items received.

Antiviral Drug Distribution & Use
PHASE 4 – SITUATION C
Clusters of cases of human spread in NJ
RESPONSE ACTION – RESPONSE

- Record quantities of all items received from CDC, quantities transferred between NJDHSS locations, quantities transferred to repackaging facilities, quantities shipped to LINCS Agency RSS sites or other requestors, and quantities received back into inventory from LINCS Agency RSS sites or other requestors at the conclusion of the operations.
- Track the quantities of all items in inventory at the RSS site.
- Utilize pick list slips to authorize withdrawal of inventory to fill an order.
- Stage orders in a designated staging area prior to shipment. Each shipment is checked for accuracy prior to shipment.

6.2 The primary method for inventory control is the New Jersey Emergency Preparedness Inventory System (NJEPIS). This is a web-based program, but in the event of internet interruption, it is available on a dedicated server for periodic phone contact and updating. A manual/paper system can also be used. Backup tracking of quantities using appropriate manual/paper systems is used when necessary. See “Controlling SNS Inventory” (Appendix P) for additional inventory control information.

Action Item 7: Request Distribution and Transportation

- 7.1 Transport of the SNS materiel from the RSS/SSS Warehouses is through state resources requested through the State Emergency Operations Center (SEOC) or commercial vendors. All requests for transportation of SNS or SSS supplies go through the SEOC. The Department of Corrections (DOC) and the Department of the Treasury have primary responsibilities for transportation activities. DOC provides vehicles with two armed officers per vehicle. If additional or other types of vehicles are needed, the Department of the Treasury facilitates that process.
- 7.2 Security is provided for all transportation of antiviral drugs from the state sites to the LINCS agencies and hospitals. The DOC, in coordination with state, county and local law enforcement, provides security for SNS/SSS materiel when en route. When medication is being transported from a LINCS agency to another site, law enforcement shall escort these vehicles according to each LINCS agency’s plan.
- 7.3 See “Distribution/Transportation” (Appendix S) for specific distribution/transportation information.

Action Item 8: Provide Tactical Communications

- 8.1 The primary method of communication between SEOC, HCC, RSS sites and transportation units is by telephones. Secondary methods include fax, email and 800 MHz radios.
- 8.2 General RSS communications are handled through the RSS Communications staff.
- 8.3 Security communications are managed by the NJSP using established law enforcement communications protocols and equipment.

Antiviral Drug Distribution & Use
PHASE 4 – SITUATION C
Clusters of cases of human spread in NJ
RESPONSE ACTION – RESPONSE

Action Item 9: Provide Public Information/Risk Communications

- 9.1 NJDHSS Office of Communications (OCOM) is the lead for public information/risk communications activities. OCOM works with each specific LINCS agency as needed.
- 9.2 An SNS-specific communication plan has been developed with the OCOM as part of an all-hazards communication plan. This plan establishes protocols for developing, approving and disseminating public health information. It addresses coordination with public information officers at local health departments (LHD) and hospitals and includes protocols for staffing and staff assignments, as well as the use of pre-written and pre-approved materials, including message maps, fact sheets and press release templates on various health and disease threats.
- 9.3 These pre-approved materials were produced by and packed as a shelf kit of Category A agents (dangerous biological agents such as anthrax, smallpox, tularemia, etc.) which was distributed to LINCS Health Educators/Risk Communicators (HERCs).

Action Item 10: Arrange for Security

- 10.1 The New Jersey Department of Law and Public Safety, Division of State Police is the lead agency for SNS security which includes, but is not limited to, protection for CDC and New Jersey personnel working to receive, manage, distribute and dispense the medical assets.
 - Escort 12-hour Push Package or VMI from the receiving airport or State of New Jersey's border to the RSS site.
 - Provide security for fixed facilities where the SNS assets are stored, repackaged, or dispensed.
 - Provide security for medical assets during movement from the state RSS site to LINCS Agency RSS sites, hospitals or other approved requestors.
 - Provide oversight for security of CDC and NJDHSS personnel moving between key sites.
 - Provide guidance for the development of local security plans for LINCS Agency RSS sites, distribution activities, and Points of Dispensing (PODs) activation.
- 10.2 Security is a collaborative effort of the NJSP, New Jersey National Guard (NJNG), New Jersey Department of Corrections, county and local law enforcement agencies, and federal agencies (U.S. Marshal's Office) and security forces from individual designated sites as required and coordinated by NJSP. See "Security" (Appendix N) for additional information.
- 10.3 Security plans are specific to each antiviral distribution site. They are developed through the joint efforts of NJSP, County Prosecutor's Office, County Sheriff's Office and local law enforcement personnel.

**Antiviral Drug Distribution & Use
PHASE 4 – SITUATION C
Clusters of cases of human spread in NJ
RESPONSE ACTION – RESPONSE**

10.4 Security Plan contents include:

- Risk assessment for each RSS and antiviral distribution site;
- Procedures for securing the RSS and antiviral distribution sites, including:
 - Controlling access into, within, and out of the facility
 - Perimeter protection
 - Crowd control
 - Traffic control
 - Protection of staff, materiel and equipment
 - Identification of security personnel for each function
 - Identification of equipment, supplies, and information necessary to carry out security functions.

10.5 Site credentialing standards are established by NJDHSS in cooperation with NJSP, NJNG and the appropriate site Operations Manager.

- An off-site credentialing center outside of the perimeter of the RSS site is established by NJDHSS.
- A current state-issued identification card, a current military identification card, or work place identification card are accepted as positive identification. All of these forms of identification must have a photograph of the bearer on them for entry. The identification is cross-checked with a staff roster and an event-specific ID will be created as part of the credentialing process. All others are denied entry. See “Credentials/ID” (Appendix Q) for additional information.

**Antiviral Drug Distribution & Use
PHASE 5 – SITUATIONS A, B, and/or C
Widespread cases of human spread of novel (new) influenza virus overseas,
in North America, and/or in NJ
PHASE 6
Increased and sustained transmission in the general population
RESPONSE ACTION - RESPONSE**

Action Item 1: Continue activities from Phase 4C, resources permitting

**Antiviral Drug Distribution & Use
BETWEEN WAVES
RESPONSE ACTION - ALERT**

Action Item 1: Review Antiviral Drug Distribution & Use section of plan and update as appropriate