

***National University of Ireland Maynooth
St. Patricks College Maynooth***

Flu Contingency Plan

Version 2.2

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This plan is subject to regular updating and change. For confirmation of the most up to date version please contact Brendan.T.Ashe@nuim.ie

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This document is intended to outline NUIM/SPCM response to a flu outbreak. NUIM/SPCM accepts no liability whatsoever for any outcome following the use of this document in whole or part by any third party.

NUI Maynooth – St. Patricks College Maynooth Flu Contingency Plan

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1. Purpose / Scope Of Plan

The purpose of this document is to provide a framework for the co-ordination of the University/SPCM response to a flu pandemic or significant outbreak of disease.

The University/SPCM has many capabilities and resources that could be used during the response to a flu pandemic event. These include University/SPCM facilities, equipment, personnel and skills. The purpose of this plan is to promote the effective, coordinated use of these resources to:

1. Limiting the spread of infection in order to limit illness and death arising from the outbreak
2. Provide treatment and care for those who become ill if necessary (this service will be provided by the Medical Centre primarily for students advised to contact their own GP but unable to access same and for key university staff, insofar as is practicable)
3. Maintain in so far as is practicable normal business operations
4. Maintain in so far as is possible safety critical operations

All members of the University/SPCM community are expected to take personal responsibility for following the policies and procedures of NUIM/SPCM and in the event of a flu pandemic to act in accordance with any instructions given to them which is designed to protect the safety of any persons.

University Departments are strongly encouraged to develop specific flu pandemic response plans for operation at a local level.

2. Flu Pandemic Introduction

Three conditions must be met for a pandemic to occur:

1. A new influenza virus subtype must emerge
2. The virus must infect humans
3. There must be sustained transmission from human to human

Depending on the pathogenicity of the flu strain involved pandemics can lead to large scale loss of life and illness among the population or can give rise to widespread illness without significant mortality. Obviously the pathogenicity and virulence of the flu strain will determine what impact it will have on the operations of NUIM/SPCM.

3. Foreseeable risks to NUIM/SPCM

The following are the main risks to the operations of the University in the event that there is a widespread outbreak of flu resulting in absenteeism rates of 20% or greater. Note that absenteeism may be due to staff illness or staff taking time off to care for ill family members.

- Inability to continue normal teaching or research operations
- Inability to facilitate exams
- Inability to facilitate large scale gatherings on campus
- Inability to provide building / facility management services
- Inability to manage student residences
- Inability to provide a student health service
- Inability to pursue normal administrative functions such as student registration; staff pay roll; etc.
- Inability to maintain IT services e.g. telephones; web page; etc
- Inability to provide campus welfare facilities
- Inability to provide Security services
- Inability of external service providers to meet their obligations e.g. cleaning, etc.
- Unavailability of key staff
- Risk management issues
- Inability to monitor / manage large numbers of infected students in campus residences
- Delay in making key decisions whilst awaiting government advice which could result in inability to implement said advice fully e.g. sending of students home.

Some or all of these risks may also be triggered in the event of a disease occurrence / outbreak on or close to a University campus.

4. Outbreak Alert Levels

There are 6 phases of a flu pandemic as outline by the WHO. Phase 6 is considered to be the onset of a pandemic and when at lesser stages of alert the WHO will advise on precautions to be taken to prevent Phase 6 being reached.

Table 1. WHO Flu Pandemic Phases

Interpandemic Period	Rationale
Phase 1. No new influenza virus subtypes have been detected in humans. An influenza virus subtype that has caused human infection may be present in animals. If present in animals, the risk ^a of human infection or disease is considered to be low	It is likely that influenza subtypes that have caused human infection and/or disease will always be present in wild birds and other animal species. Lack of recognised animal or human infections does not mean that no action is needed. Preparedness requires planning and action in advance.
Phase 2. No new influenza virus subtypes have been detected in humans. However, a circulating animal influenza subtype poses a substantial risk ^a of human disease	The presence of animal infection caused by a virus of known human pathogenicity may pose a substantial risk to human health and justify public health measures to protect persons at risk.
Pandemic Alert Period	Rationale
Phase 3. Human infection(s) with a new subtype, but no human-to-human spread, or at most rare instances of spread to a close contact	The occurrence of cases of human disease increases the chance that the virus may adapt or reassort to become transmissible from human to human, especially if coinciding with a seasonal outbreak of influenza. Measures are needed to detect and prevent spread of disease. Rare instances of transmission to a close contact – for example, in a household or health care setting- may occur, but do not alter the main attribute of this phase i.e. that the virus is essentially not transmissible from human to human.
Phase 4. Small cluster(s) with limited human-to-human transmission but spread is highly localised, suggesting that the virus is not well adapted to humans ^b	Virus has increased human to human transmissibility but is not well adapted to humans and remains highly localised so that its spread may possibly be delayed or contained
Phase 5. Larger cluster(s) but human-to-human spread still localised, suggesting that the virus is becoming increasingly better adapted to humans, but may not yet be fully transmissible (substantial pandemic risk) ^b	Virus is more adapted to humans, and therefore more easily transmissible among humans. It spreads in larger clusters, but spread is localised. This is likely to be the last chance for massive coordinated global intervention, targeted to one or more foci, to delay or containing spread. In view of possible delays in documenting spread of infection during pandemic phase 4, it is anticipated that there would be a low threshold for progressing to phase 5
Pandemic Period	
Phase 6. Pandemic phase: increased and sustained transmission in general population ^b	Major change in global surveillance and response strategy, since pandemic risk is imminent for all countries. The national response is determined primarily by the disease impact within the country

Footnotes

a The distinction between phase 1 and phase 2 is based on the risk of human infection or disease resulting from circulating strains in animals. The distinction would be based on various factors and their relative importance according to current scientific knowledge. Factors may include: pathogenicity in animals and humans; occurrence in domesticated animals and livestock or only in wildlife; whether the virus is enzootic or epizootic, geographically localised or widespread; other information from the viral genome; and/or other scientific information.

b The distinction between phase 3, phase 4 and phase 5 is based on an assessment of the risk of a pandemic. Various factors and their relative importance according to current scientific knowledge may be considered. Factors may include: rate of transmission; geographical location and spread; severity of illness, presence of genes from human strains (if derived from an animal strain); other information from the viral genome; and/or other scientific information.

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There are also 4 EU Alert Levels which will be used during a WHO Phase 6 period.

Table 2. EU Alert Levels

EU ALERT LEVEL	DESCRIPTION
Level 1	No confirmed human cases infected with the pandemic virus in any EU member state
Level 2	One or more confirmed human case(s) infected with the pandemic virus in any EU member state
Level 3	A confirmed outbreak (transmission) with the pandemic virus in any EU member state
Level 4	Widespread transmission in EU member states

There is also a national alert level mechanism for within Ireland, again to be used during a WHO Phase 6 period

Table 3. Ireland Alert Levels

IRISH ALERT LEVEL	DESCRIPTION
Level 1	Cases only outside Ireland (in a country or countries with or without extensive Irish travel / trade links)
Level 2	New virus isolated in Ireland
Level 3	Outbreak(s) in Ireland
Level 4	Widespread activity in Ireland

5. NUIM/SPCM Flu Pandemic Response Team

The NUIM/SPCM Flu Pandemic Response Team will be responsible for managing and monitoring the university's response to a flu pandemic. It will consist of representatives from the following areas:

- President's Office NUIM and SPCM
- Registrar's Office
- Human Resources
- Campus Services Office
- Security Department
- University Safety Office
- Student Medical Centre/Occupational Health Advisor

In addition members of the following external agencies will be invited to take a place on the team:

- An Garda Síochána
- Health Services Executive

If necessary an executive management team will be derived from the above to make the final decisions on University policy and response to the disease outbreak.

Close liaison will be maintained with

- Communications Office
- Director of Student Services
- Accommodation Officer – Student Residents
- International Students Office
- IT Services
- Conference and Accommodation Office
- Internal experts in medicine and public health
- Students Union

Before the Pandemic Response Team is formally convened an ad-hoc committee (Medical Centre, Health & Safety Office) will monitor the status of any flu outbreak and if necessary will recommend to the University the activation of the full University Flu Pandemic Response Team

6. NUIM/SPCM Responses To National Alert Levels

Outlined below are NUIM/SPCM responses to the four national alert levels (see Table 3 above).

While the World Health organisation has declared a WHO Phase 6 Global Pandemic Alert due to the increased and sustained transmission in the general population the pathogenicity and virulence of the flu strain will determine action at national level.

Responses may be initiated on a phased basis or may be implemented upon announcement by the national authorities of the relevant national alert level. In some cases measures may enacted if the advice received suggests that a possible future pandemic or 'second wave' of disease is imminent / predicted.

Advice on the timing of the introduction of these measures will be taken from the members of the Pandemic Response Team who will monitor the developing situation closely and also seek advice from and the national and statutory authorities where necessary.

Significant to the implementation of these measures will be the absenteeism rate within the University. A 20% absenteeism rate is considered significant and to have the potential to seriously impact in the University's ability to function normally (see Section 3 above).

Similarly the outbreak of disease on campus or amongst the student body may also be significant in that infection control measures may have to be taken that impact on University operations.

**Irish Alert Level 1 and 2
NUIM/SPCM Responses**

**Alert Level 1: Cases only outside Ireland
(in a country or countries with or without extensive Irish travel / trade links)**

Alert Level 2: New virus isolated in Ireland

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Objective	Irish Alert Level 1 and 2 NUIM/SPCM Responses*
<p>Limiting the spread of infection in order to limit illness and death arising from the outbreak</p>	<ul style="list-style-type: none"> ○ Information posters to be posted on campus at building entrances and provide hand sanitising facilities at these points – for future use. ○ Initiate purchase of specified flu response equipment (refer to Appendix 1) ○ Student residences to identify suitable areas for localised quarantine of students returning from abroad or quarantine of students living on campus with confirmed flu infections. ○ Provide information on the website for staff and students returning to NUIM/SPCM from areas abroad on practical precautions if they are unwell. ○ Where feasible general communication to students should make reference to information available on the website. ○ Identify tasks that can be carried out from home.
<p>Provide treatment and care for those who become ill if necessary (this service will be provided primarily by the Student Health Services for students advised to contact their own GP and unable to do so and for key University staff.)</p>	<ul style="list-style-type: none"> ○ Flu Pandemic Response Team / Student Health to identify resources available to work with infected students and key university staff, i.e. personnel and facilities ○ Potential shortcomings in current assets to be identified and source of additional assets to be identified and costed as necessary e.g. locum medical cover ○ Requirements for setting up of an information help line for staff / students and manned by appropriate personnel to be assessed and costed, availing of national helpline facilities and developing local specific responses as appropriate ○ Members of front line medical team to be issued with appropriate personal protective equipment; disinfectants and prophylactics ○ Written instructions to be issued to all staff and students regarding flu if necessary (refer staff and students to HSE website as a minimum)

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<p align="center">Objective</p>	<p align="center">Irish Alert Level 1 and 2 NUI/SPCM Responses*</p>
<p>Maintain in so far as is practicable normal business operations</p>	<p>General</p> <ul style="list-style-type: none"> ○ Identify critical operations that have to be maintained (see appendix 2 for guideline listing) ○ Identify key personnel and alternates with responsibility for maintaining critical functions ○ Identify significant outcomes if critical services are not maintained and measures to minimise the impact of critical service failures ○ Purchase stocks of critical equipment / supplies where necessary in case of supply issues later ○ Issue guidelines to Heads of Department requesting them to begin planning for reduced operational capacity and ask them to return lists of safety and operationally critical staff. ○ Key staff to be issued with appropriate personal protective equipment and disinfectants and have access to the Student Health Centre if required. <p>Teaching</p> <ul style="list-style-type: none"> ○ Investigate alternate means of providing / extending taught courses <p>Registration Issues</p> <ul style="list-style-type: none"> ○ Consider the use of online registration for all registration <p>Exams</p> <ul style="list-style-type: none"> ○ Consider the delay of exams if required ○ Identify other assessment means if necessary ○ Response to possible flu case in exam student to be developed if necessary i.e. how student contacts will be tracked, maintenance of seating records to show who sat beside whom, etc. <p>Research</p> <ul style="list-style-type: none"> ○ Researchers to be requested to identify practical measures to put research 'on hold' and or curtail fieldwork <p>IT Services</p> <ul style="list-style-type: none"> ○ Begin stress testing of networks and systems in the event that staff numbers fall sharply ○ Remove unnecessary material from systems and review critical services that must be maintained ○ Evaluate the use of additional servers to provide secondary and tertiary backup to critical systems eg Moodle and On-Line Teaching capacity for increased demand ○ Set up easily accessible information website for staff and students to complement above mentioned help line. Have a FAQ section in order to minimise the need for people to call the helpline. ○ Identify key infrastructural support staff. These staff to have access to the Student Health Centre if required.

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Objective	Irish Alert Level 1 and 2 NUIM/SPCM Responses*
<p>Maintain in so far as is practicable normal business operations</p>	<p>HR</p> <ul style="list-style-type: none"> ○ Identify ways and means of allowing staff to work from home ○ Review critical areas such as pay roll to function in the event of reduction in staff numbers <p>Student Residences</p> <ul style="list-style-type: none"> ○ Response Plan to be developed taking account of the following: <ul style="list-style-type: none"> ○ Numbers of students unlikely to be able to travel home in the event of a worsening in the pandemic – consider Irish students also, not just international students ○ A residence for the relocation of those students who cannot travel home ○ Number of staff required to maintain said building and possible rota / shift system ○ Amount of supplies (food, water, etc) required to supply this building for a period of time ○ Residence managers / frontline residences staff to be issued with appropriate personal protective equipment and disinfectants and have access to the Medical Centre if required. <p>Student Support</p> <ul style="list-style-type: none"> ○ Provide PPE and equipment to those involved in face to face student contact and design a protocol for dealing with students during the return to normal operations after the pandemic is over. <p>Security</p> <ul style="list-style-type: none"> ○ Response Plan to be developed taking account of the following: <ul style="list-style-type: none"> ○ Minimum security requirements for campus and residences and plan for phased lock down of campus if sufficient security is not available. ○ Campus security patrol requirements in the event of a partial or complete shutdown in order to ensure that the campus buildings are not subjected to burglary ○ Security issues around campus health centre and pharmacy which may become targets in a severe disease outbreak. <p>Campus Services</p> <ul style="list-style-type: none"> ○ Response Plan to be developed taking account of the following: <ul style="list-style-type: none"> ○ Key staff for attendance at emergencies / facilities failures and possible rota / shift system ○ Plans for preventative maintenance works of critical equipment / facilities ○ The purchase stocks of critical equipment / supplies where necessary in case of supply issues later ○ The availability of cleaning staff and supplies to be ascertained. Mobility of staff within unit may be required as contract cleaners become unavailable and cleaning has to be taken on by NUIM/SPCM staff. Cleaning of buildings following outbreak is a critical function. ○ Cleaning profile to change to reflect risk factors/areas eg exam venues, door handles, toilet areas etc

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Objective	Irish Alert Level 1 and 2 NUIM/SPCM Responses*
Maintain in so far as is practicable normal business operations	<p>Media Management</p> <ul style="list-style-type: none"> ○ Communications Office to develop plan for handling all media inquiries ○ Designated point of contact for media to be identified <p>Staff / Student Communications</p> <ul style="list-style-type: none"> ○ Ways of ensuring maximum reach of staff and student communications to be identified e.g. e-mail, web, telephone messaging, text messaging, etc <p>Finance</p> <ul style="list-style-type: none"> ○ Bursars office to identify any issues that could be relevant / critical in the event of a escalation of the pandemic <p>Student Clubs / Union / Sports Clubs</p> <ul style="list-style-type: none"> ○ Plan for suspension of activities to be implemented. Initiation of plan at discretion of Flu Advisory Group. <p>Contractors</p> <ul style="list-style-type: none"> ○ Identify critical contractor services and responses to unavailability of services ○ Ensure that all contractor controlled areas are maintained in a safe manner <p>Loss Of Key Staff</p> <ul style="list-style-type: none"> ○ Identify key staff in all areas and alternates. Key staff are those whose jobs / functions are safety or operationally critical. As the outbreak develops and the operations of the University potentially contract then key staff will be those providing medical care; managing student residences; providing facilities support; etc. ○ If necessary begin contact with former staff whose expertise could be utilised

**Irish Alert Level 3 and 4
NUIM/SPCM Responses**

Alert Level 3: Outbreak(s) in Ireland

Alert Level 4: Widespread activity in Ireland

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Objective	<p align="center">Irish Alert Level 3 and 4 NUIM/SPCM Responses</p> <p align="center">The following lists of Actions are Consideration by the University in the event of a Level 3/Level 4 Alert. Decisions on these or other actions may be taken subject to advice from the National Authorities.</p>
<p>Limiting the spread of infection in order to limit illness and death arising from the outbreak</p>	<ul style="list-style-type: none"> ○ Review all plans / procedures drafted under Alert Level 1 and 2 to ensure that they are still feasible – modify as necessary ○ Consider whether the following steps are necessary, following advice from National Authorities: <ul style="list-style-type: none"> ○ Stop all teaching and learning activities that involve gatherings, ○ Implement measures to minimise face to face contact, ○ Issue PPE and equipment to key staff, ○ Send all students (both Irish and International) home before travel restrictions are enforced, ○ Implement plan to manage core activities, ○ Close university ○ Subject to advice from the HSE or Department of Foreign Affairs implement travel restrictions on travel by staff and students to high risk countries ○ Refresh all information provided to staff and students on infection control measures, ○ Encourage staff and students who are ill or suspect that they are ill not to come onto campus, ○ Review residences isolation plans and ensure they are adequate ○ Begin isolation of ill students to designated residences
<p>Provide treatment and care for those who become ill if necessary (this service will be provided primarily by the Medical Centre for students advised to contact their own GP and unable to do so and for key University staff.)</p>	<ul style="list-style-type: none"> ○ Continue measures taken for Alert Level 1 And 2 and continue to review operations of the Medical Centre, modifying as necessary ○ Review stocks of critical medical equipment and supplement as necessary. ○ Identify any other necessary actions.
<p>Maintain in so far as is practicable normal business operations</p>	<p>General</p> <ul style="list-style-type: none"> ○ Ensure regular meeting of Flu Pandemic Response Team ○ Ensure regular information updates on website; by e-mail; etc. <p>Teaching</p> <ul style="list-style-type: none"> ○ Start to work on continuity plans for returning students whose course work was interrupted following the end of the pandemic

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<p>Maintain in so far as is practicable normal business operations</p>	<p>Registration Issues</p> <ul style="list-style-type: none"> ○ Consider use online registration for all registration, and ways to minimise face to face registration <p>Exams</p> <ul style="list-style-type: none"> ○ Consider deferral or cancellation of exams ○ Identify other assessment means if necessary <p>Research</p> <ul style="list-style-type: none"> ○ Liaise with funding bodies early on to make them aware of potential delays in research if necessary ○ Researchers to be requested to identify practical measures to put research 'on hold' ○ List of critical research that cannot be suspended for safety reasons to be provided to Flu Pandemic Response Team ○ Prohibit fieldwork ○ Critical research supplies to be stocked up on ○ If necessary research to cease during university closure <p>IT Services</p> <ul style="list-style-type: none"> ○ Continuous monitoring of critical systems to ensure functionality. <p>HR</p> <ul style="list-style-type: none"> ○ Implement plans to ensure support of critical functions, to include staff working from home and liaison with Trade Unions around the issues of staff redeployment and mobility within the University during the outbreak. <p>Student Residences</p> <ul style="list-style-type: none"> ○ Isolate students into residences. ○ Begin treatment programme for students as necessary ○ Maintain minimum residences support services ○ Inform student next of kin of situation ○ If necessary identify location for key / critical staff to live in the event that they cannot / do not want to leave campus <p>Student Support</p> <ul style="list-style-type: none"> ○ Ensure frequent information updates

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Objective	<p align="center">Irish Alert Level 3 and 4 NUIM/SPCM Responses</p> <p align="center">The following lists of Actions are Consideration by the University in the event of a Level 3/Level 4 Alert. Decisions on these or other actions may be taken subject to advice from the National Authorities.</p>
<p>Maintain in so far as is practicable normal business operations</p>	<p>Security</p> <ul style="list-style-type: none"> ○ Maintain minimum security requirements. <p>Campus Services Office</p> <ul style="list-style-type: none"> ○ Ensure provision of minimum facilities management support ○ Ensure 'on call' provisions adequate and functioning ○ Monitor waste disposal provision to ensure these are not contributing to the risk <p>Media Management</p> <ul style="list-style-type: none"> ○ All queries to be directed to designated contact point. <p>Staff / Student Communications</p> <ul style="list-style-type: none"> ○ Set up information call centre and website for staff and students (see above) ○ Maintain Call Centre operations. ○ Ensure regular updating of information bulletins <p>Finance</p> <ul style="list-style-type: none"> ○ Bursars office to identify any issues that could be relevant / critical in the event of a escalation of the pandemic <p>Student Clubs / Union / Sports Clubs</p> <ul style="list-style-type: none"> ○ Plan for suspension of activities to be implemented. Initiation of plan at discretion of NUIM/SPCM Pandemic Response Team. <p>Contractors</p> <ul style="list-style-type: none"> ○ Ensure that all contractor controlled areas are maintained in a safe manner <p>Loss Of Key Staff</p> <ul style="list-style-type: none"> ○ Key staff to be issued with appropriate personal protective equipment and disinfectants and have access to the Student Health Centre if required. ○ Ensure that key staff are contacted on a regular basis to ensure their availability. <p>Call Centre</p> <ul style="list-style-type: none"> ○ Ensure full operation
<p>Post Pandemic Phase</p>	<ul style="list-style-type: none"> ○ Begin planning for the reoccupation / reopening of the University in the post pandemic phase. Consider issues around reactivation of student teaching and assessment; facilities management issues; staff and student counselling; information provision to reassure returning staff and students, post pandemic review of university response to pandemic, etc.

* these responses may be initiated on a phased basis before these alert stages are reached. Advice on the introduction of these measures should be taken from the members of the NUIM/SPCM Flu Pandemic Response Team.

7. Role Of The Medical Centre

Currently the role of the Medical Centre is to provide a limited GP service to all NUIM students. In the event that there is a flu pandemic or a case(s) of flu are suspected or confirmed in the NUIM population then the function of the service will change.

In the event of a significant disease outbreak it is likely that most students will be directed to travel home. However there will be a cohort of students who normally reside on campus in student residences who will be unable to do so, e.g. foreign students unable to travel due to restrictions on travel; those students suspected of having the flu, etc. In these circumstances the role of the Medical Centre will be to provide these students with ongoing medical services as required whilst they are concentrated in a single university residence.

Similarly if students who cannot travel home are suspected or known to be infected these students will be quarantined in residences and will receive ongoing medical care from the Student Health Service.

In the event of a significant disease outbreak key University staff may have difficulty in accessing GP services in the normal manner. In this case the Medical Centre will also provide a GP service to these individuals.

It is not envisaged that in the event of a significant outbreak that the Medical Centre will provide any medical / GP care to other staff and students outside of the groups outlined above.

To aid the Medical Centre in these new functions additional equipment will be purchased when deemed necessary by the Flu Pandemic Response Team. These are outlined in Appendix 3.

Similarly the sourcing and costing of additional nursing and medical support for the service will be undertaken at an early stage. These additional personnel resources may be obtained via an external service provider or may be obtained from trained medical staff in NUIM/SPCM who volunteer to help.

8. Role Of Student Residences

Student Residences have a key role to play in the University's pandemic response. In the event that there is a confirmed or suspected case of flu in a University resident then they will be locally quarantined in a designated student apartment. The Medical Centre will provide them with medical support and the HSE will be consulted also.

If the number of cases increases among the student residence population then these students will be quarantined. Again the Medical Centre will provide them with medical support and the HSE will be consulted.

In the event of a significant disease outbreak it is likely that most students will be directed to travel home. However there will be a cohort of students who normally reside on campus in student residences who will be unable to do so, e.g. foreign students unable to travel due to restrictions on travel; those students suspected of having the flu, etc. In these circumstances accommodation will be made available for these students in a designated student residence. As necessary the Medical Centre will provide this group with medical support.

Whilst students are quarantined or housed in residences NUIM/SPCM will endeavour to ensure that they will have access to appropriate welfare facilities, food, medical advice and care, etc.

Accommodation will also be made available in residences to key University/SPCM staff who do not wish to travel home or for whom travel home is not possible.

Residences will be made available only to those students who normally reside there and cannot travel home and to key University/SPCM staff. In the event of a significant outbreak it is envisaged that the student residences will cease normal operations and as many students as possible will be sent home.

Appendix 1. Critical Equipment / Materials Checklist

The following equipment / material should be purchased when national alert level 1-2 is reached or sooner if advised by the medical experts on the NUIM/SPCM Pandemic Response Team.

Personal Protective Equipment

- Disposable face masks, [supply to hand](#).
- Disposable gloves, [supply to hand](#).
- Disposable aprons / long sleeved coats, [Medical Centre to action same](#).

Disinfectants

- Disinfectant / sanitising hand washes. [100 dispensers available with 8 refills per unit](#).
- Disinfectant / sanitising hand wipes, [Campus Services to ensure disinfectant available](#).

Cleaning Equipment

- Cloths
- Plastic bags, [Yellow bags held by Medical Centre and Safety Office](#).
- Bleach
- Mops and buckets

Medication / Medical Supplies

- Pain relief medication
- Anti-diarrhoeal medications
- Vitamins
- Anti-viral medication, [600 doses of antivirals ordered](#).
- Disposable thermometers, [100 thermometers held in Safety Office](#).

Welfare Materials

- Tissues
- Toilet paper
- Food / Water – consideration will be given to stockpiling food for students who may be confined to residences

Miscellaneous

- Torches and batteries
- Battery operated radios

Appendix 2. Critical University Functions

- Medical Centre
- IT Services
- Power House
- Animal holding facilities
- Information call centre
- Student Residences
- Certain administration functions e.g. payroll
- Flu Pandemic Advisory Group
- Buildings and Services / Facilities Management (incl. security and cleaning)

Appendix 3. Medical Centre Critical Response Equipment

Item	Quantity
1. Masks – FFP3 Standard	100
2. Gowns	100
3. Aprons	100
4. Eye protection	100
5. Hand sanitisers	20
6. Boxes tissues	50
7. Yellow bags for waste disposal	100
8. Viral swabs	100
9. Information posters	500
10. Tamiflu (or similar)	300 courses
11. Mobile Phones (pay as you go, for contact)	2
12. Disinfectants	100 litres
13. Flu Bag: <ul style="list-style-type: none">○ Thermometer○ BP Cuff○ Oroscope (Ear Examination)○ Tongue Depressor○ Paracetamol○ Personal Protective Equipment○ Yellow bags for waste disposal	3

Appendix 4. Response To Suspected Flu Case On Campus

1. Activate University Flu Pandemic Response Team if not already done
2. Begin implementation of control measures as outlined in NUIM/SPCM Flu Contingency Plan
3. Inform HSE and Medical Centre
4. If a staff member or a non resident student instruct to travel home and stay there until further notice
5. If travel is not possible quarantine in student residence
6. Provide medical care to quarantined individual via the Medical Centre
7. Provide HSE with list and contact details of class mates / close co-workers
8. Begin contacting close contacts and suggest that they contact their GP or Medical Centre as appropriate and refrain from coming to NUIM/SPCM unless they have been symptom free for at least 5 days. Advice to be taken from HSE in this regard.
9. In so far as is possible sanitise equipment and facilities used by the individual if considered safe to do so.
10. Liaise with HSE and obtain advice on further infection control measures e.g. building closures, event cancellation, etc

In the event that multiple cases are suspected then these measures will be modified as appropriate.

These measures are loose guidelines only. Depending on the circumstances of the outbreak these will require some augmentation and development. Advice on same will be sought from the HSE and issued by the NUIM/SPCM Flu Pandemic Response Team.