

## Overview

One key plan in emergency preparedness planning is an infectious disease response plan (IDRP), which outlines how an agency will respond to emergencies caused by biological agents, including organisms such as bacteria, viruses or toxins, with the potential for significant illness or death within a population. The IDRP should be viewed as a roadmap for an infectious disease emergency response, focusing on transmission type rather than specific diseases.

## Writing an IDRP Base Plan

The Infectious Disease Response Plan describes how an agency or facility will respond to an infectious disease or agent. Planning should be all-hazards, not a single disease, involve the whole community and put safety of people first.

- **Introduction:** Provides the authority and responsibility of the plan for all organizations that are involved. Summarizes the preparedness and preparation efforts of the agency and identify the local level risks and hazards to an infectious disease. Discusses the assistance the agency will provide to its jurisdiction during an outbreak and what assistance the agency expects to receive from other organizations.
- **Activation and Triggers:** Provides direction on who has activation/deactivation authority of the IDRP, and specifies why and how to contact other agencies when the plan is activated. Response activation and triggers vary based on disease severity occurring at three levels, with level three being the lowest and level one being the highest level of response activation.
- **Communication:** Establishes frequency, audience and duration of communications during the response, including if daily operations are suspended. Communication also includes the discussion of communication methods that will be used and any trainings for agency and partner agency staff that will be held to maintain emergency response knowledge.
- **Assignment of Responsibilities:** Provides an overview of the organizations' key responsibilities during the emergency response, including support functions and non-governmental organizations (NGOs). Roles should be clearly defined by title/function and not overlap. Positions should have backups, if possible.
- **Annexes and Appendices:** Provides specific response guidance based on the mode of transmission, functional guidance, emergency phase, agency information or direction to specific items in the IDRP.

## Planning Considerations

- **Pediatric and Special Populations:** Vaccine requirements (dosage, quantity); special considerations for individuals with co-morbidities, or who are immunocompromised or immunosuppressed.
- **Congregate Settings:** Isolation, quarantine, vaccine or return to work/school guidance.
- **Occupational Hazards/Exposures:** Workplace protocols for personnel at risk of exposure.
- **Mitigation Strategies:** Isolation, quarantine, contact tracing, disease monitoring and investigation, specimen collection, and any additional guidance provided by federal or state authorities.
- **Resource MOUs:** SNS/MCM locations and contact information.
- **Disease Considerations:** Any/all emerging infectious diseases.

## Steps in the Planning Process<sup>1</sup>

- **Step 1** — Form a Collaborative Planning Team
- **Step 2** — Understand the Situation
- **Step 3** — Determine Goals & Objectives
- **Step 4** — Develop the Plan
- **Step 5** — Prepare and Preview the Plan
- **Step 6** — Implement and Maintain the Plan

<sup>1</sup>Written by FEMA CPG 101

## When is an IDRP Activated?

**When an occurrence or possible imminent threat of widespread or severe loss of life due to an infectious agent.**

- **Federal Activation** President, Secretary of Department of Health and Human Services declaration of a Public Health Emergency (PHE)
- **State Activation** Governor, Governor's Designee, General Assembly declaration of PHE
- **Local Activation** County Health Department Administrator, County Commissioners or EMA

## Community Partners

- EMAs / EMS
- Law enforcement
- Hospitals
- LTC/AL facilities
- Environmental health partners
- Large congregate settings (schools, churches, correctional facilities, colleges/universities, etc.)
- NGOs and other community organizations

## IDRP Resources

- [Local Public Health Emergency Preparedness Coordinators](#)
- [Rural Health: ID Outbreaks](#)
- [ASPR TRACIE: ID Resources](#)
- [NACCHO: Public Health Preparedness and Community Health](#)
- [NIAID Emerging Infectious Diseases/ Pathogens | NIH: National Institute of Allergy and Infectious Diseases](#)

For additional information on Emergency Preparedness:  
[in.gov/health/emergency-preparedness](https://www.in.gov/health/emergency-preparedness)

