Chempack Request and Receipt Protocol

Concept of Operations:

Antidotes stored in Chempacks must be administered quickly; therefore Colorado has implemented a single point request model through the Colorado State Patrol. A Chempack container does not require authorization from the State Health Department or any other executive level staff/governmental officials or orders. **Chempack should be requested in any event that local or mutual aid resources are not sufficient to respond quickly enough to save lives.**

Request Chempack from CO State Patrol:	***Call CO State Patrol at: 303.239.4501***	
1. Provide CO State Patrol with a name and phone number for continued communication		
2. Request a contact name and direct phone number from CO State Patrol for continued communication		
3. Indicate the type and portion/quantity of Chempack being requested (Hospital/EMS)		
4. Provide basic incident information:		
Nature of the incident		
Estimated number of victims		
Time of the incident		
5. Provide specific instructions for Chempack delivery location:		
Delivery location of the Chempack		
Preferred route of travel for Chempack transport agency		
Contact/radio information for the delivery location		

Phone Call from Chempack Transport Agency:	*Transport agency will call you once the Chempack is loaded, & they are enroute.*	
1. Verify what Transport agency is delivering the Chempack		
2. Exchange contact info for continued communication		
3. Request the Transport agency's ETA to the delivery location		
4.Coordinate additional delivery instructions & scene safety info		
5. Establish a plan for communicating status updates.(i.e. revised ETA's, change in delivery location etc.)		

Chempack Delivery:		
1. Request personnel respond to location to provide visual escort for Chempack Transport agency to the delivery location (as needed)		
2. Request personnel respond to location to assist with unloading the Chempack boxes (as needed)		

CDPHE Revision Date: September 2010

3. Make the following internal notifications and relay the following tasks:

Internal Notifications:	***Tasks:***	
1. Security Phone Number:	Respond to Chempack delivery location	
	Assist as needed in unloading Chempack	
	Escort Chempack movement from delivery location to dispensing site in the hospital	
2. Pharmacy Phone Number:	Respond to Chempack delivery location with # carts and # personnel	
	Lead the Chempack transfer/receipt process and ensure the attached deployment Checklist is followed/completed	
3. ED Attending Phone Number:	FYI/Situational Awareness Only	
4. Administrator on Call Phone Number:	FYI/Situational Awareness Only	
5. Emergency Preparedness Coordinator Phone Number:	Serve as a resource for information about the Chempack protocol	
	Serve as the point of contact for CDPHE to coordinate the return of remaining contents, all applicable paperwork & forms	
	Assist with identifying short-term storage for remaining contents until CDPHE can arrange to transport contents out of the hospital	
	Track the number of boxes to be returned, and the total weight (weights are listed on each box)	
Post Event:		
CDPHE will contact the Emergency Preparedness Coordinator:		
*To conduct After Action analysis		
*To coordinate the return of deployed product		