

# Pandemic Influenza Addendum for COOP Planning

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Schools, colleges and departments are urged to review their Continuation of Operations Plans to ensure they account for what we know at this time about the H1N1 pandemic. Please consider these facts and assumptions while reviewing your plan:

- H1N1 Influenza Background
  - World Health Organization has declared a worldwide Pandemic Level 6
  - CDC recommends seasonal flu immunizations for all and the H1N1 immunizations for at-risk groups
  - At-Risk Groups
    - Children < 5 years (but highest # of confirmed cases are for people between 5 and 24 years old)
    - Pregnant women
    - People with chronic medical conditions: asthma, diabetes
- Planning assumptions for your Pandemic Influenza COOP Plan
  - a workforce reduction of 40% for eight weeks (the loss of 40% of your essential personnel for eight weeks)
  - the need to implement social distancing wherever possible
  - The internet remains functional
  - UC Denver ITS maintains data access
- Planning for Pandemic Influenza to be completed no later than October 1, 2009
  - Create a new Tier in Mission Essential Functions for
    - “Functions to be performed, given a *one month – three month* disruption”
  - Rigorously review mission essential functions
  - Confirm key staff designations
  - Orders of succession at least 3 deep
    - Train alternates identified in order of succession
    - Create formal delegations of authority for alternates
  - Where possible
    - identify staff that are members of at-risk groups
    - identify those that have school-age kids