

APPENDIX B – COOP BRDHD ESSENTIAL SERVICES

This tab contains information regarding the equipment and material management of the BRDHD. Also, included in this section is the distribution of materials by BRDHD. The items to be distributed include generators, responder vest, satellite radios, and other necessary equipment. Upon reading this section one will see the distribution of material and equipment throughout the district.

COOP BRDHD ESSENTIAL SERVICES

Department/Division/ Operating Unit	Essential Functions	Priority (A, B, C, D, E)
Environmental Health	Food Service Inspections	C
Environmental Health	Food-borne illness investigations	A
Environmental Health	Public Health Nuisance Investigations	D
Environmental Health	Epi Rapid Response Team (ERRT) Investigations	A
Environmental Health	Rabies Control	B
Environmental Health	Food related disasters	A
Environmental Health	Emergency Shelter Inspections	B
Environmental Health	Onsite Sewage Disposal Systems	C
Environmental Health	Public Facilities	C
Environmental Health	Construction Plan Review	C
Environmental Health	Well and spring water samples	D
Environmental Health	Methamphetamine Labs	B
Environmental Health	Existing Sewage System Inspections	C
Environmental Health	Food Manager Certification Classes	D
Health Information	Surveillance of Public Health	A
Health Information	Assurance of Public Health	B
Health Information	Serve as a support role for other branches.	B
Finance	Payroll	C
Finance	Accounts Payable	E
Finance	Financial Reporting	D
Finance	Purchasing	A
Human Resources	Risk Management: Injury/Accident, OHSA, Workers Compensation, General Liability	B
Human Resources	Manage Advertising, Applications, State Register	D
Human Resources	Manage Employee Health Insurance	D
Human Resources	Manage Employee Dental Insurance	D
Human Resources	Manage Employee Life Insurance	D
Human Resources	Vehicle Insurance	B
Human Resources	Advise Management on LHD Regulations	D
Information Technology (IT) Support	Trouble Shooting	B
Information Technology (IT) Support	Maintain Internet, e-mail, Bridge, I-TV, Phones, Server	C
Communicable Disease Team	Communicable Disease Investigation and surveillance	A
Communicable Disease Team	Resource to area providers, Schools, etc.	B
Communicable Disease Team	Public Information on CD issues	A
Communicable Disease Team	Rabies	B
Communicable Disease Team	Food borne issues	A

Department/Division/ Operating Unit	Essential Functions	Priority (A, B, C, D, E)
Communicable Disease Team	Assist outside agencies with Lab specimen submission	B
Communicable Disease Team	Employee Blood borne Pathogens Follow-up	A
Communicable Disease Team	Telephone consultation with local providers, etc.	B
Communicable Disease Team	Weekend and holiday on-call	A
Communicable Disease Team	Epi Rapid response Team	A
Communicable Disease Team	CD Liaison	A
Communicable Disease Team	Tuberculosis surveillance	B
Communicable Disease Team	Perinatal Hepatitis B surveillance	C
Clinic	Immunization	B
Clinic	WIC	B
Clinic	STD testing	D
Clinic	Family Planning	D
Clinic	Kentucky Women's Cancer Screening Program	D
Clinic	Well Child screening exams	D
Clinic	Prenatal (Hart/Metcalf)	D
Clinic	TB Skin Testing	C
Maintenance	Housekeeping	B
Maintenance	Heat and Cooling	B
Maintenance	Grounds and building	A
Maintenance	Vehicles	E
Community Health Improvement	Breastfeeding Support	B
All Departments	Administrative Functions	C