Partnership for Food Protection's

Surveillance, Response and Post Response Workgroup presents

Quick Start
Food Emergency Response Job Aids

(To facilitate Initial Planning in an Integrated Food Emergency Response Event)

January 2017

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Executive Summary

The Quick Start Job Aids are protocols designed primarily for food emergency response coordinators and response team members including epidemiologists, laboratory and food regulatory program officials in federal, state, local, and territorial agencies (partners agencies) who have coordinated public and environmental health authority for food emergency response. Additionally, users may also include law enforcement officials in the event of intentional contamination. The job aids can also be shared with industry, food protection task forces and other stakeholders to increase awareness about the role of government in response, and to assist them in preparing their own complimentary response protocols.

Purpose Statement

The purpose of the Quick Start Job Aids is to facilitate communication, coordination and planning amongst programs and agencies early on in an investigation when an adverse food event such as an outbreak or food contamination is initially suspected or detected.

Scope

The three Quick Start Job Aids provided in this guide are flow diagrams that highlight key tasks to take into consideration when gathering information and planning in the initial stages of the investigation.

A. Initial Planning in an Integrated Food Emergency Response – General
B. Initial Planning in an Integrated Food Emergency Response – Epidemiology
C. Initial Planning in an Integrated Food Emergency Response – Environmental/Investigation

The tasks in the job aids attached are based on response best practices and principles identified by the Council to Improve Foodborne Illness Outbreak Response (CIFOR), the FDA-sponsored Rapid Response Team Program (RRT), the International Association of Food Protection (IAFP), the Department of Homeland Security (DHS) National Incident Management System (NIMS), and the National Association for State Departments of Agriculture's (NASDA) Food Emergency Response Plan Template. It is suggested to include these guides in your work planning manuals and discussions.

Benefits

The Quick Start Job Aids are meant to promote inter and intra-agency communication and collaboration, using simple visuals to remind and reinforce tasks that should be considered in initial stage of response activities in order to enhance rapid exchange of information.

Commonly Used Acronyms in Emergency Response

AAR – After Action Review or Report
CD – Communicable Disease
CDC – Centers for Disease Control and Prevention
CIFOR – Council to Improve Foodborne Outbreak Response
CORE (Network) – Coordinated Outbreak Response and Evaluation Network (FDA)
DHS – Department of Homeland Security
EH – Environmental Health
EHS-Net – Environmental Health Specialists Network
EOP – Emergency Operations Plan
EPA – Environmental Protection Agency
FDA – Food and Drug Administration
FEMA – Federal Emergency Management Agency
FERP – Food Emergency Response Plan
FoodCORE - Foodborne Disease Centers for Outbreak Response Enhancement (CDC)
FPTF – Food Protection Task Force
FSIS – Food Safety Inspection Service (USDA)
FRMAC – Federal Radiological Monitoring and Assessment Center
HAN – Health Alert Network
HHS – U.S. Department of Health and Human Services
IAP – Incident Action Plan
ICS – Incident Command System
LHD – Local Health Department
MFRPS – Manufactured Food Regulatory Program Standards
MOA – Memorandum of Agreement
MOU – Memorandum of Understanding
NIMS – National Incident Management Plan
NRF – National Response Framework
NVEAIS – National Voluntary Environmental Assessment Information System
OP – FDA Office of Partnerships (formerly Division of Federal State Relations – DFSR)
PFGE – Pulsed-Field Gel Electrophoresis
POS – Point of Service
PPE – Personal Protection Equipment
QMS – Quality Management System
RFR – Reportable Food Registry
RRT – Rapid Response Team
SOP – Standard Operating Procedure
USDA – US Department of Agriculture
WWOA – Working With Other Agencies (RRT Manual Chapter)

* A full glossary of terms is available in the Rapid Response Team Best Practices Manual

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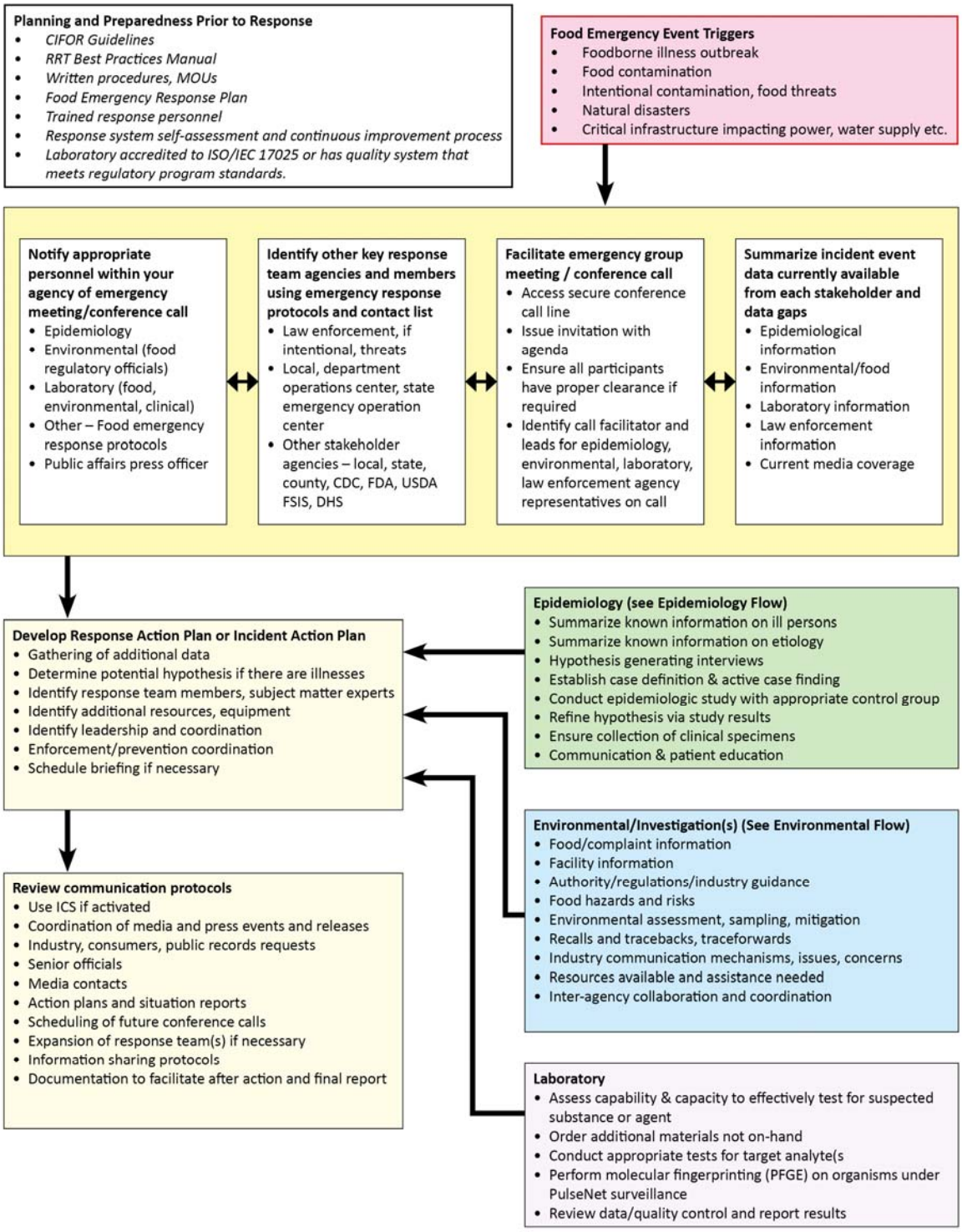
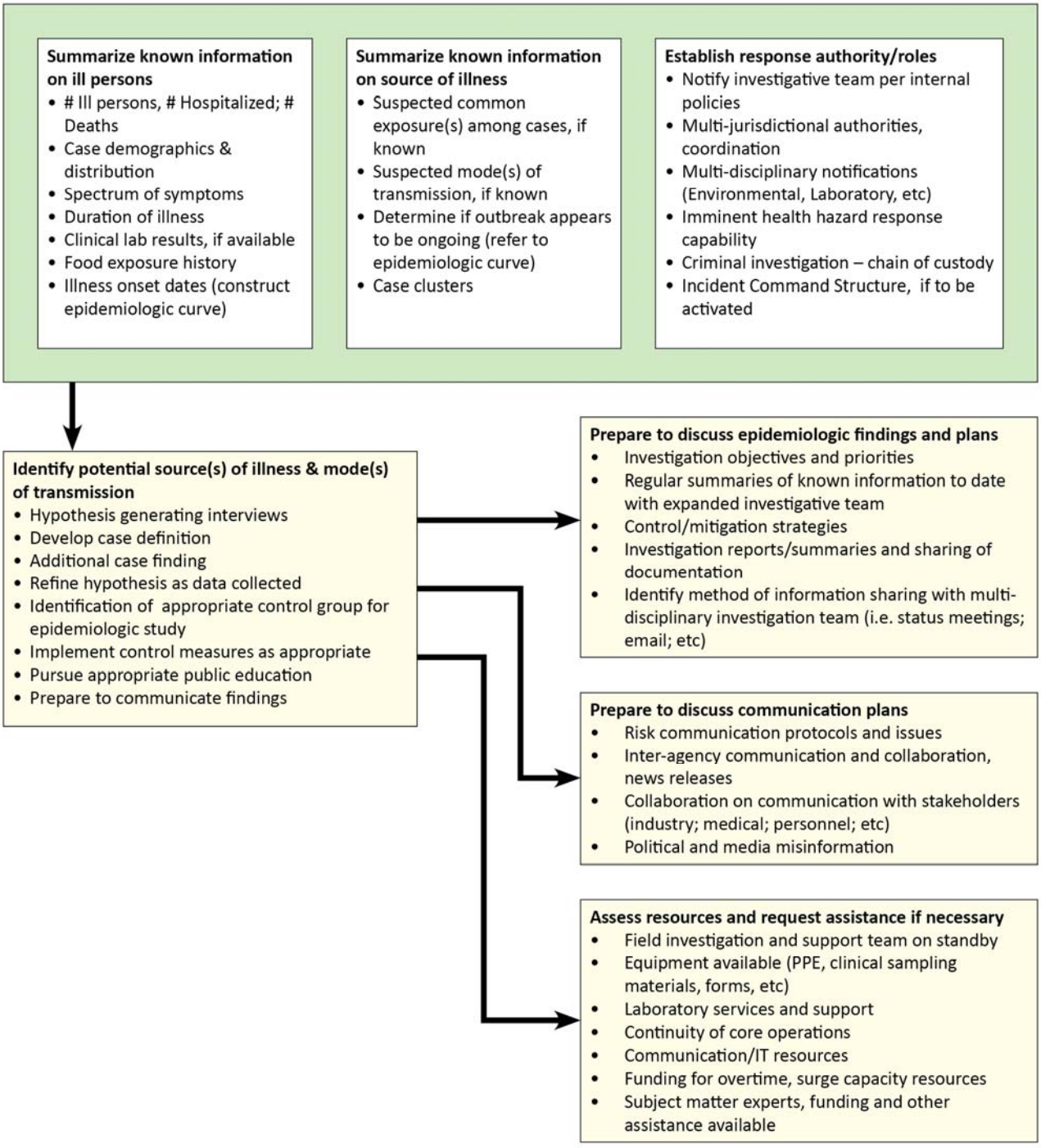
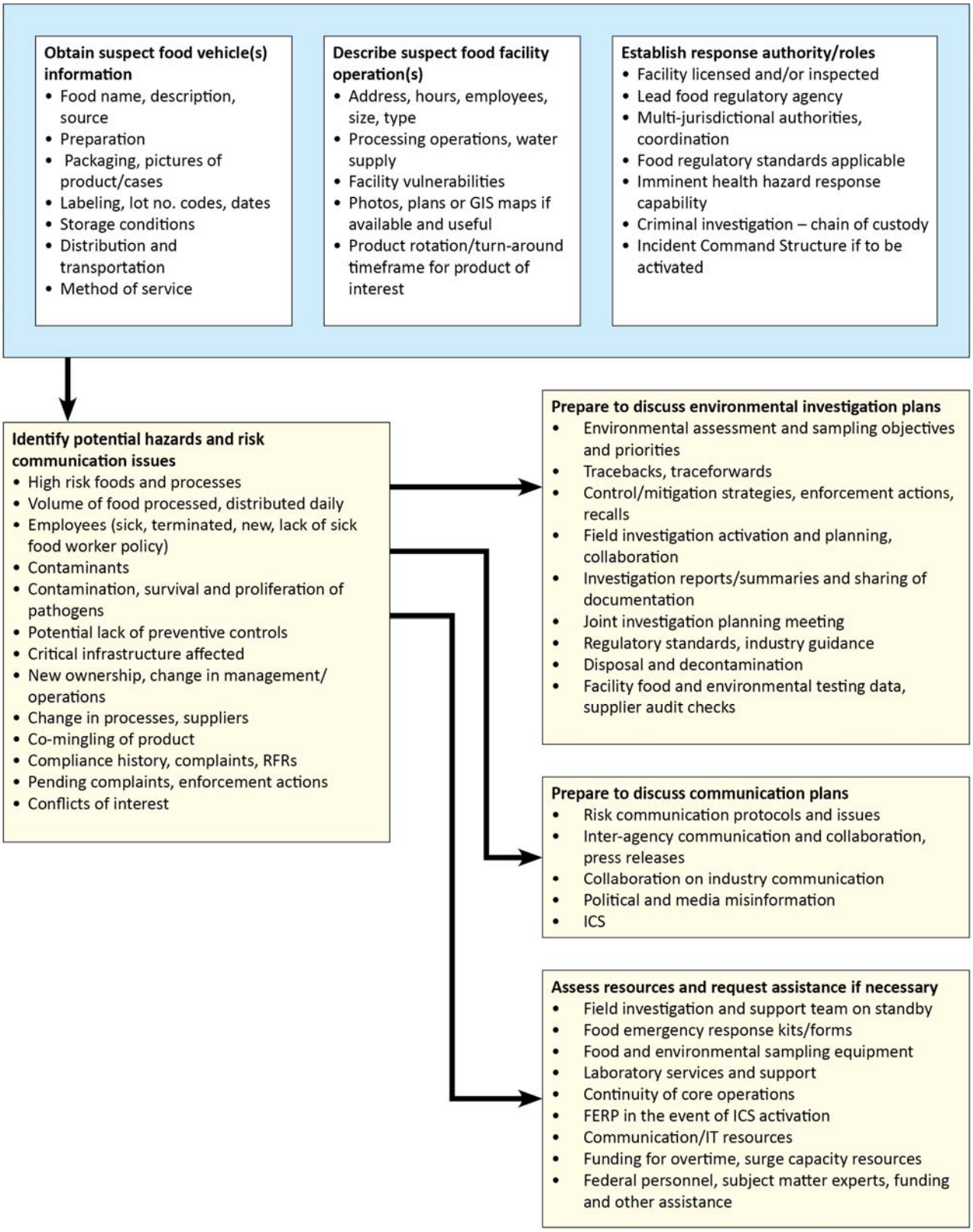
Job Aids

A. Initial Planning in an Integrated Food Emergency Response – General



B. Initial Planning in an Integrated Food Emergency Response – Epidemiology



C. Initial Planning in an Integrated Food Emergency Response – Environmental/Investigation