### MEDICAL COUNTERMEASURE POINT OF DISPENSING MANAGEMENT TEAM

**DESCRIPTION**
The Medical Countermeasure (MCM) Point of Dispensing (POD) Management Team oversees and provides direction, coordination, and consultation to local personnel (from public health, law enforcement, facilities management, and the private sector) providing help with set-up, inventory management, resupply, volunteer management and training, throughput management, distribution, and dispensing of mass prophylaxes (medications and vaccines) to targeted populations at POD sites.

**RESOURCE CATEGORY**
Medical and Public Health

**RESOURCE KIND**
Team

**OVERALL FUNCTION**
The MCM POD Management Team:
1. Manages set-up, operations, and demobilization of one or two MCM mass prophylaxis POD sites per shift within a defined area
2. Provides training, including just-in-time training, to locally provided staff in POD command and control, POD logistics, and POD operations
3. Advises on inventory management

**COMPOSITION AND ORDERING SPECIFICATIONS**
1. Discuss logistics for deploying this team, such as working conditions, length of deployment, security, lodging, transportation, and meals, prior to deployment
2. This team works up to 12 hours per shift, is self-sustainable for 72 hours, and is deployable for up to 14 days
3. Team staffing is based on management of a POD site, with a minimum throughput of 500 clients (or population equivalent for rural/frontier/tribal jurisdictions) per hour per POD
4. Requestor supplies POD equipment and supplies, including signage, personal protective equipment (PPE), crowd control equipment, pallet jacks, and forklifts
5. Requestor provides staff and first line supervisors to conduct POD operations as needed
6. Joint Information Center (JIC) assigns a Public Information Officer (PIO) or liaison with mass prophylaxis training or experience
7. Requestor specifies the need for additional equipment and supplies, such as pallet jacks and forklifts
8. Requestor provides POD site security measures for this team
9. Requestor orders additional technical specialists, such as Emergency Medical Services (EMS) providers, infectious disease specialists, environmental health specialists, behavioral health specialists, and interpreters, if necessary

Each type of resource builds on the qualifications of the type below it. For example, Type 1 qualifications include the qualifications in Type 2, plus an increase in capability. Type 1 is the highest qualification level.

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<thead>
<tr>
<th>COMPONENT</th>
<th>SINGLE TYPE</th>
<th>NOTES</th>
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<tbody>
<tr>
<td>MINIMUM PERSONNEL PER TEAM</td>
<td>5</td>
<td>Not Specified</td>
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<tr>
<td>COMPONENT</td>
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<tr>
<td>MANAGEMENT AND OVERSIGHT PERSONNEL PER TEAM</td>
<td>1 – National Incident Management System (NIMS) Type 1 MCM POD Management Team Leader</td>
<td>Not Specified</td>
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| SUPPORT PERSONNEL PER TEAM                     | 1 – NIMS Type 1 MCM POD Management Team Leader  
1 – NIMS Type 1 MCM POD Logistics Manager  
1 – NIMS Type 1 MCM POD Intake/Line Flow Manager  
1 – NIMS Type 1 Pharmacist  
1 – NIMS Type 1 MCM POD Medical Oversight Manager | Not Specified                              |
| ELECTRONICS EQUIPMENT PER TEAM                  | 5 – Laptop computers or equivalent                                            | Not Specified                              |
| PERSONAL PROTECTIVE EQUIPMENT (PPE) PER TEAM MEMBER | PPE is mission specific and may include:  
1. Gloves  
2. Foot protection  
3. Eye protection  
4. Ear protection  
5. Hard hats  
6. Respirators  
7. Protective clothing  
| COMMUNICATIONS EQUIPMENT PER TEAM               | 5 – Short-range, two-way portable radios  
5 – Cell phones  
1 – Satellite phone | Not Specified                              |
NOTES

1. Nationally typed resources represent the minimum criteria for the associated component and capability.
2. Requestor provides all forms, standing orders, office supplies, POD, PPE, and clinical supplies needed on-site.
3. Requestor provides additional Information Technology (IT) support equipment, such as Wi-Fi hotspots and printers, as necessary.
4. MCM POD organization and procedures vary widely by jurisdiction. The MCM POD Management Team adheres to local MCM dispensing standards and operating guidelines. MCM POD Management Team staff may fill positions titled differently from their team designations. Team functions include management and coordination of MCM POD intake, screening, inventory management, dispensing, and egress. Local assets or single resources may augment this team if necessary.

REFERENCES

1. FEMA, NIMS 509: Medical Countermeasure Point of Dispensing Intake/Line Flow Manager
2. FEMA, NIMS 509: Medical Countermeasure Point of Dispensing Logistics Manager
3. FEMA, NIMS 509: Medical Countermeasure Point of Dispensing Management Team Leader
4. FEMA, NIMS 509: Medical Countermeasure Point of Dispensing Medical Oversight Manager
5. FEMA, NIMS 509: Pharmacist
6. FEMA, National Incident Management System (NIMS), October 2017
7. FEMA, NIMS Guideline for the National Qualification System (NQS), November 2017
8. U.S. Department of Health and Human Services, Centers for Disease Control and Prevention (CDC), Immunization Recommendations for Disaster Responders