

MEMORANDUM OF INTENT
CLOSED POINT OF DISPENSING (CPOD)
St. Peter's Health Partners (SPHP)

SPHP acknowledges its intent to serve as a Closed Point of Dispensing (CPOD) partner for its identified populations in the event that medical countermeasures (MCM) are necessary to address a large-scale public health emergency event.

The purpose of a CPOD is to dispense MCM to SPHP identified members for treatment. SPHP will participate in CPOD activities as resources permit. A SPHP CPOD will cover SPHP paid employees, family members, patients/residents/clients, volunteers, students, independent contractors and credentialed medical staff. These, thereafter, are referred to as "Members". A SPHP CPOD is not open to the public and serves only its specified members. The SPHP CPOD will be initiated at the direction of the Local Health Department(s).

By intending to be a CPOD Partner, SPHP intends to:

1. Allow their facilities to be visited by participating Local Health Department staff and, if applicable, local law enforcement, for the development and maintenance of a site dispensing plans.
2. Allow their facilities to be listed in confidential annexes of County Emergency Management Plans to distribute New York State Department of Health Medical Emergency Response Cache (MERC) and/or Centers for Disease Control and Prevention Strategic National Stockpile (SNS) medications.
3. Assume responsibility for updating the information and guidance contained in operational plans and supplemental documentation.
4. Provide appropriate space within their facilities and the basic supplies (i.e. tables, chairs, laptops/tablets, office supplies) needed to conduct a CPOD at no cost to the LHDs.
5. Provide emergency point of contact information and any subsequently updated information to the Local Health Department(s).
6. Update Local Health Departments with any changes in organizational leadership.
7. Participate in quarterly notification drills to time the activation of CPOD facilities.
8. Participate in training and exercise opportunities.

The Local Health Departments intend to:

1. Provide a point of contact to answer questions SPHP may have about the arrangement to process their request and activation during a public health event.
2. Provide pre-event planning and technical assistance, including a CPOD plan templates, fact sheets, dispensing algorithms and Just-in-Time Training resources.
3. Provide training and exercise opportunities for personnel who will staff the CPOD.
4. Provide SPHP with consultation and assistance as needed and available for the given public health event.

Mutual Acknowledgements

1. This acknowledgement may be amended by mutual agreement of both parties at any time.
2. This acknowledgement will not supersede any laws, rules, or policies of either party.

3. SPHP would be considered a CPOD in that SPHP will not dispense MCM to the “general public” but to pre-event identified members outlined in this document.
4. It is understood that SPHP’s participation is completely voluntary and may not be available and/or utilized in the time of the event. If SPHP opts to decline participation as a CPOD at the time of the event, SPHP would not be considered a “Closed POD” at that time, and their members would be required to attend a public Open POD operated by the LHD(s) and will not receive any preferential treatment.

Duration

This MOI shall be effective upon signature and continue for five (5) years.

Termination

This Memorandum of Agreement can be amended by mutual agreement of both parties at any time and may be terminated upon 60days notice in writing to the other party.

Michael Finegan, Present
Acute Care Services
St. Peter’s Health Partners

Kim Baker, President
Continuing Care Division
St. Peter’s Health Partners

County Representative
INSERT TITLE
Albany County

County Representative
INSERT TITLE
Rensselaer County

County Representative
INSERT TITLE
Saratoga County

County Representative
INSERT TITLE
Schenectady County

County Representative
INSERT TITLE
Warren County