

## Attachments

- CPOD Enrollment Form
- CPOD Planning Tool

## Background

CPOD planning guidance from the Minnesota Department of Health (MDH) has been updated. The updated guidance more clearly defines “plan approval” criteria required by state statute. This letter provides a high level overview.

## MN Statute

MN Statute 144.4198 allows for medical countermeasures (MCMs) to be dispensed by CPODs in the state of Minnesota. Subdivision 2(d) of the statute states that MCMs may be dispensed under “a plan approved by the commissioner or by local or tribal public health agencies.” To clarify what is meant by “plan approval,” plans must include the following (at a minimum):

- CPOD organization name
- Primary and secondary 24x7 contact information
- Approximate number of individuals served by the CPOD (employees, members, patients, etc.)
  - Household representative dispensing encouraged w/ family multiplier of 2.5<sup>1</sup>
- Medical/Non-Medical or Non-Medical only CPOD<sup>2</sup>
- How CPOD will provide for those who require “medical consult<sup>3</sup>”
- Acknowledgement that the CPOD will comply with the following requirements:
  - MDH-approved dispensing protocol must be used
  - MDH-approved screening forms must be used
  - MDH-approved information sheets must be used (drug info sheets, disease info sheets)

## CPOD Enrollment Form

The CPOD Enrollment Form includes each of the criteria items listed above. It can be used for local, regional, or state level CPOD partners, or, you may choose to create your own form.<sup>4</sup> Memoranda of Understanding (MOU) are not required by the Centers for Disease Control and Prevention (CDC) or by MDH, although some LHDs may still require them.

## CPOD Planning Tool

The CPOD Planning Tool is designed to be a *discussion* tool for LHDs/THDs and potential CPOD partners. It is not meant to be filled out completely, but rather to identify items that may be appropriate to that specific partner. For each partnership, select the items that are useful or relevant and skip over the rest.

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<sup>1</sup> 2010 Census data estimates the average household size in Minnesota to be 2.48 people.

<sup>2</sup> Non-medical refers to medical countermeasures taken orally (like antibiotics). Medical refers to those that must be administered by injection (like influenza vaccine). Medical CPODs must have access to staff to administer vaccines, cold chain management, and a biohazard disposal plan.

<sup>3</sup> Potential options may include having a licensed medical practitioner on site, available by phone, or referring individuals requiring “medical consult” to the nearest *open* POD or their medical provider to determine the best course of action.

<sup>4</sup> If you choose to create your own CPOD enrollment form, it should contain the plan approval elements listed above.