

Community Based Organizations

Level	Actions					
Level 1: Small numbers of cases of H1N1 flu or ILI	Promote prevention messages, including vaccination; this may include informational meetings, posting information, and having any community outreach workers sharing this messaging	Emphasize prevention message of staying home when ill; send ill employees home	Finalize COOP plans and share with similar CBOs in community allowing for more support of each other and services to community residents	Ensure that custodial services are appropriately cleaning frequently used surfaces and that soap and water are readily available for constituents	Work with BPHC on consistent, concise messaging to keep residents informed and to reduce worry	Sign up for alerts on BPHC web site
Level 2: Significant numbers of cases or clusters of H1N1 flu or ILI and/or increasing severity of illness	Emphasize prevention message of staying home when ill; send home ill employees	Modify HR policies to allow staff to remain home when ill or when caring for ill family member for 4 days w/o requiring physicians note to return to work	Implement modest social distancing measures such as flex time and cancelling non-essential large-scale social events	Report any known clusters of ILI to BPHC	Upon request assist with community outreach, messaging to residents, space for community meetings or mass vaccination	
Level 3: Widespread illness in the city	Implement COOP plans including working from home, cancelling all large gatherings, and adapting work to accommodate reduced workforce	Work with BPHC to use emergency communication network to broadcast public health messages to all community residents	Respond to any requests by BPHC to close schools and to cancel events			