



Protecting, maintaining and improving the health of all Minnesotans

**MDH Guidance Document
for the Health Regions' Multi-Agency Coordination Plan
April 2006**

The following is intended to be guidance for the regional Public Health Preparedness Consultants (PHPC) in implementing the Minnesota Department of Health Multi-Agency Coordination (MAC) Plan within their respective regions. The Minnesota Department of Health MAC Plan is an important component in the Department's response to a health-related emergency. The MDH MAC Plan provides the structure for the procedural and communications response efforts of multiple health-related entities within a region.

There should be one MAC Plan per region.

The PHPC will be the primary coordinator for the MAC Plan in their region, unless they otherwise delegate that responsibility.

The PHPC should work with Homeland Security & Emergency Management (HSEM) Regional Program Coordinator, Emergency Medical Services Regulatory Board (EMSRB) and/or EMS Regional Director, and Regional Hospital Resource Center (RHRC) Coordinator(s) to adapt the MAC Plan to the uniqueness of their region. The MDH MAC Plan states that these personnel will be responsible for operating in a unified command structure within the regional MAC.

The PHPC is encouraged to include other preparedness partners with whom the region is accustomed to working.

Enhancements are encouraged to be made to the MAC Plan by adding to it the particular interworkings of the region. Additions should not change already established procedures or protocols in the MDH MAC Plan, unless indicated by results of an exercise. The PHPCs are encouraged to notify the Office of Emergency Preparedness (OEP) All-Hazards Planner of major changes (ones that affect procedural or communications protocols between the regional MAC and the MDH Emergency Coordination Center) so the changes can then be incorporated into the state MAC template.

It is recommended to have a signature page indicating agreement to work together within a MAC framework when a regional MAC is activated. Each regional MAC Plan should contain, at a minimum, signatures of the following roles:

- Public Health Preparedness Consultant
- Regional Hospital Resource Center Coordinator
- Emergency Medical Services Regulatory Board field staff person
- Homeland Security & Emergency Management Regional Program Coordinator

The PHPC should maintain the responsibility to distribute, inform, train, educate, exercise and evaluate regional MAC Plan to preparedness partners in region including, but not limited to:

- The District Office Emergency Response Team;
- HSEM Regional Program Coordinator;
- EMSRB regional field staff
- RHRC Coordinator(s)
- Local Public Health agencies

The MDH OEP will respond to requests for further guidance or clarification on issues regarding the implementation of the regional MAC Plan.

Please contact Janice Maine at Janice.maine@health.state.mn.us or by phone at 651-201-5715.

You can find the MAC Plan on the MDH/OEP website at:

<http://www.health.state.mn.us/oep/index.html>

or

<http://www.health.state.mn.us/oep/planning/allhazards.html>