**RMCC Activation Process 1-800-236-2066**

* Theda-Star Dispatch Staff acting as initial RMCC Activation contact point takes vital information from caller, including call-back number and/or radio channel
* Theda-Star Dispatch Staff notifies one of these: *see call list*
  + HERC Coordinator
  + RTAC Coordinator
  + HERC Medical Advisor
  + HERC Chair/Vice Chair

Dispatch to ASK THE CALLER:

**Initial Briefing Report** *(ThedaStar Dispatch Staff to Initial Incident Coordinator)*

* Incident type “what is the problem” \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Expected number of patients or resource needed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Organizations calling ask for caller’s name and call back number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Ask if EmResource Alert Sent: \_\_\_Yes \_\_\_No
* Other Information: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Task List for RMCC contact: *(The person contacted by TS dispatch)*

* Call other members of RMCC to notify them of event- See attached list
* If not already done, send out EmResource Alert
* Review EmResource alert result and relay info to EMS/scene/Unified command, as appropriate
* Contact involved organizations to assess needs- TS dispatch will give you this information
* Contact OPEHC staff and brief on incident 24/7 number for DHS is (608) 258-0099
* Update EmResource as needed if requested by base hospital
* Open eICS board- Call Brian Kazmarski for needed 715-293-3492
* Coordinate requests for coalition stockpile supply or other resources
* Assist with coordination of inter-facility patient transfer
* Establish communication pathway with Emergency Operations Centers, liaison healthcare related issues/requests from EOC
* Be a liaison with city, county and state partners as needed (call PH, EM, other)

Roles that may fill RMCC liaison:

* HERC Coordinator
* RTAC Coordinator
* HERC Medical Advisor
* HERC Board Chair/Vice Chair/Designee

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Discipline** | **Organization** | **First Name** | **Last Name** | **Phone Number** | | **Email Address** | |
| Staff | HCC Coordinator | Tracey | Froiland | 920-427-2229 | C | Tracey.froiland@fvherc.com | W |
|  |  |  |  |
| Staff | Medical Advisor | Kerry | Ahrens | 608-279-3012 | C | KAhrens@baycare.net | W |
|  |  |  |  |
| Staff | RTAC Coordinator | Jason | Selwitschka | 920-203-8791 | C | Jason@foxrtac.net | W |
|  |  | [Jason.selwitschka@thedacare.org](mailto:Jason.selwitschka@thedacare.org) |  |
| Board Co- Chair | Medxcel/Ascension | Carl | Mohl | 920-401-6918 | C | carl.mohl@medxcel.com | W |
|  |  |  |  |
| Board Co- Chair | Theda Star / RTAC | Jeff | Grimm | 920-716-2450 | C | jeff.grimm@thedacare.org | W |
|  |  |  |  |