



8/27/2021

MEMORANDUM

TO: Hospitals
Regional Hospital Coordinating Centers

FROM: IDPH's Office of Preparedness and Response

RE: **No Cost Resources Available to State of Illinois Organizations providing COVID-19 care**

In an effort to address additional needs at the local level due to increased COVID-19 cases in State of Illinois, the following resources are available **at no cost:**

- **Hospital Surge Staff:** Various staff available for hospitals at no cost. (See below for staffing list and additional information and instructions)
- **Hospital Beds:** Full Hospital Beds that can be shipped to your location. (See below for additional information and instructions)
- **Supplemental staffing:** Additional Staffing of any type to support COVID-19 needs for all facilities outside of a hospital setting. (See below for additional information and instructions)
- **Community Partner COVID-19 Vaccine Clinics:** Onsite Vaccination Clinics. (See below for additional information and instructions)

Hospital Surge Staff: In an effort to address staffing shortages related to increases in COVID-19 patients, clinical staff can be requested from the State of Illinois to address critical staffing needs at hospitals.

The following list includes titles that are available, it should be noted that this list is not comprehensive. Please evaluate all staffing needs when requesting surge staff.

- Physician(s)
- Physician Assistant(s)
- Nurse Practitioner(s)
- Registered Nurse(s)
- Licensed Practical/Vocational Nurse(s)
- Medical Assistant(s)
- Certified Nursing Assistant(s)

- Infectious Disease Control Nurse(s)
- Respiratory Therapist(s)
- Emergency Room Technician (s)

Instructions for Requesting Surge Staff:

1. Hospitals should fill out the [Hospital Request Form](#) (Smartsheet)
2. Contact your local Emergency Management Coordinator to also submit the request through WebEOC. (List of all county Emergency Management Coordinators attached)
3. The Surge Staff team will verify the request and work with HFS to action contracting and deployment of personnel as soon as possible. (All staff requested should be for critical needs/shortages)
4. Reaction team staff may be available to provide temporary assistance while you wait for your requested Surge Staff team to process and arrive, if the request is approved. Work with the Surge Staff team to place this request. (this last sentence is confusing.)

Note: A request does not guarantee the amount of staff requested will be provided or that the request will be approved. Priority will be based on areas of the state with the greatest need.

Hospital Beds: Preassembled hospital beds with mattresses can be deployed to assist in expanding hospital bed capacity.

Instructions for Requesting Hospital Beds:

1. Hospitals should work with the local Emergency Management Coordinator to submit the request for Hospital Beds in WebEOC. (List of all county Emergency Management Coordinators attached)
2. Requests will be validated through IDPH prior to deployment.
3. Upon approval, hospital beds will be sent to requesting location.

Supplemental staffing: Contracted clinical and administrative staff are available for local health departments, Long-Term Care Facilities or any other site outside of a hospital setting, to assist in continued operations related to COVID-19 testing, vaccinations, and patient care, which now includes Monoclonal Antibody Therapy.

Instructions for requesting Supplemental Staffing: Please send requests to EMA.StaffingAssistance@illinois.gov

Community Partner COVID-19 Vaccine Clinics: IEMA and IDPH are collaborating with several private vaccination vendors to offer on-site vaccination clinics supporting local operations including fairs, churches, schools, Local Health Departments, businesses and community-based organizations.

Instructions for requesting Community Partner COVID-19 Vaccine Clinics: Please encourage interested organizations to submit applications for on-site clinics using the links below:

- **Equity application** - racial/ethnic minorities, rural populations, immigrant communities and any other community where the clinic could help overcome barriers to vaccination such as language, disability, technology, or transportation.
 - <https://app.smartsheet.com/b/form/b3269d422a4541ca9acca19f678d9dbb>

- **Schools/Youth Serving Organizations application** - schools, youth (currently 12-17), as well as caregivers, school/youth group staff, and surrounding community
 - <https://app.smartsheet.com/b/form/1af81d811217428685df1a3cabe3e611>

- **Illinois Private Business, Association & Organizations application** – provides access to all other groups such as private businesses or public events.
 - <https://app.smartsheet.com/b/form/9a4a682040704efb8a93fe7071120e66>

If any local entities need additional support not included in this memo, including challenges with accumulating staff, space, or staffing (repetitive), please work with the local Emergency Management Coordinator who will submit requests through WebEOC.

Please know the State of Illinois stands ready to support your local efforts and your tireless work and dedication to the fight against COVID-19.