

**EPIDEMIOLOGY AND LABORATORY CAPACITY (ELC)
Paycheck Protection Program and Health Care Enhancement Act of 2020
Local Health Jurisdiction (LHJ)
Workplan & Progress Report**

INSTRUCTIONS

1. **The LHJ ELC Enhancing Detection Workplan is due on or before August 31, 2020 by COB**
 - a. The workplan should be emailed to CDPHELC@cdph.ca.gov
 - b. Enter the name of the LHJ on the top of the page on each tab.

2. **Progress reports are due quarterly.**
 - a. Progress reports are due by the **30th of the month** following the end of the quarter.
 - b. The progress report is entered on every tab of the spreadsheet beginning on Column F.
 - c. The progress report should be emailed by the due date to CDPHELC@cdph.ca.gov.

3. **Strategy Tabs**
 - a. There are 6 strategies in the CDC ELC Enhancing Detection.
 - b. Please enter the name of the LHJ at the top of the page on each tab.
 - c. Enter data into unshaded areas only.
 - d. Each *Strategies Actions and Deliverables* (in cell B1) must be addressed, but the LHJ can define other activities and add a milestone. If the *Strategies Actions and Deliverables* do not apply to the LHJ, please state "Not Applicable".

4. **Performance Measures**
 - a. CDC Epidemiology and Laboratory Capacity (ELC) Program will be developing Performance Measures for the ELC Enhancing Detection strategies. The LHJ may be asked to submit information/data to meet the requirements of Performance Measures during the course of the funding period.

CDC - Epidemiology and Laboratory Capacity (ELC) Paycheck Protection Program and Health Care Enhancement Act of 2020

Local Health Jurisdiction Name:	County of El Dorado
Grant Number:	6 NU50CK000539-01-10

Strategy 1 - Enhance Laboratory, Surveillance, Informatics and other Workforce Capacity

Strategy 1 Actions and Deliverables:

A. Train and hire staff to improve laboratory workforce ability to address issues around laboratory safety, accessioning, testing and reporting results.

B. Build expertise for healthcare and community outbreak response and infection prevention and control (IPC) among local health departments.

C. Train and hire staff to improve the capacities of the epidemiology and informatics workforce to effectively conduct surveillance and response of COVID-19 (including contact tracing) and other conditions of public health significance.

D. Build expertise to support management of the COVID-19 related activities within the jurisdiction and the integrate into the broader ELC portfolio of activities (e.g., additional leadership, program and project managers, budget staff, etc.).

E. Increase capacity for timely data management, analysis, and reporting for COVID-19 and other conditions of public health significance.

Strategy 1 - Milestone 1	Strategy 1: Enhance Laboratory, Surveillance, Informatics and other Workforce Capacity	
	Planned Activity (Provide a title for this milestone)	To train and hire staff to improve laboratory workforce ability to address issues around laboratory safety, accessioning, testing and reporting results.
	Implementation Plan (Bulleated items or brief sentences)	<ul style="list-style-type: none"> - Existing staff will be trained to address issues around laboratory safety, accessioning, testing and reporting results as it applies to a CLIA-Waived lab. - Expand capacity to coordinate and contract with public/private laboratory testing providers, including those that assist with surge and with testing for high-risk environments. - Utilize mobile laboratory units, or other methods to provide POC testing at public health-led clinics or non-traditional test sites (e.g., schools, homeless shelters, food processing plants, prisons, Long Term Care Facilities (LTCF), etc.).
	Applicant capacity: What is the current capacity to perform this milestone?	At one time, El Dorado County Public Health had a functioning CLIA Laboratory. The laboratory space still exists and with additional staff from this funding, we will have capacity to operate a CLIA-Waived Laboratory for testing of COVID-19 and other conditions of public health significance. Without funding, we will not have capacity.
Expected Achieve By Date (select from drop down)	September 2021	

Strategy 1 - Milestone 2	Strategy 1: Enhance Laboratory, Surveillance, Informatics and other Workforce Capacity	
	Planned Activity (Provide a title for this milestone)	To build expertise for healthcare and community outbreak response and infection prevention and control (IPC).
	Implementation Plan (Bulleated items or brief sentences)	<ul style="list-style-type: none"> - Review infection prevention, evidence-based recommendations and guidelines. - Build expertise by hiring a 1.0 FTE IPC (PHN) staff person to provide IPC support to healthcare and other congregate-living facilities (e.g., shelters, correctional facilities, etc.). Recommended qualifications are a PHN with previous IPC training and experience. Activities include: <ul style="list-style-type: none"> - COVID or suspect positive cases in memory care units - Healthcare facility assessments - SNF/Facility Engagement
	Applicant capacity: What is the current capacity to perform this milestone?	With additional staff provided by this funding, we will have capacity to perform this milestone. Without funding, we will not have capacity.
Expected Achieve By Date (select from drop down)	December 2021	

Strategy 1 - Milestone 3	Strategy 1: Enhance Laboratory, Surveillance, Informatics and other Workforce Capacity	
	Planned Activity (Provide a title for this milestone)	<i>To hire staff and train to improve the capacities of the epidemiology and informatics workforce to effectively conduct surveillance and response of COVID-19 and other conditions of public health significance.</i>
	Implementation Plan (Bulleated items or brief sentences)	<ul style="list-style-type: none"> - Improve capabilities to effectively conduct surveillance and response of COVID-19 by hiring an additional epidemiologist. - Build expertise by hiring a 1.0 FTE data analytics staff person to conduct: <ul style="list-style-type: none"> - Data Analysis including utilizing statistical analysis tools to calculate frequencies, rates, and relationships in the data; and to resolve any problems in data quality and completeness. - Data Visualization including applying data visualization tools to create data displays to demonstrate trends and patterns in disease occurrence in the community and disease risk in different populations. - Data Interpretation to include generating reports, displays, interactive online tools, etc. to make data available to government leaders, public health officials, community partners, and the public.
	Applicant capacity: What is the current capacity to perform this milestone?	With additional staff provided by this funding, we will have capacity to perform this milestone. Without funding, we will not have capacity.
Expected Achieve By Date (select from drop down)	March 2021	

Strategy 1 - Milestone 4	Strategy 1: Enhance Laboratory, Surveillance, Informatics and other Workforce Capacity	
	Planned Activity (Provide a title for this milestone)	<i>To build expertise to support management of the COVID-19 related activities within the county and to integrate into the broader ELC portfolio of activities.</i>
	Implementation Plan (Bulleated items or brief sentences)	<ul style="list-style-type: none"> - Build leadership within the public health vision to support management of the COVID-19 related activities by hiring a 1.0 FTE Program Manager. - The Program Manager will be responsible for management of the COVID-19 related activities.
	Applicant capacity: What is the current capacity to perform this milestone?	With additional staff provided by this funding, we will have capacity to perform this milestone. Without funding, we will not have capacity.
Expected Achieve By Date (select from drop down)	March 2021	

Strategy 1 - Milestone 5	Strategy 1: Enhance Laboratory, Surveillance, Informatics and other Workforce Capacity	
	Planned Activity (Provide a title for this milestone)	<i>To Increase capacity for timely data management, analysis, and reporting for COVID-19 and other conditions of public health significance.</i>
	Implementation Plan (Bulleated items or brief sentences)	<ul style="list-style-type: none"> - Collaborate with local laboratories to increase timely electronic reporting to CalREDIE. - Re-instate the LHD CLIA-Waived Laboratory Certificate and laboratory. - Under the supervision of the Program Manager, the PHN, Epidemiologist and Administrative Analyst will provide for timely data management, analysis, and reporting for COVID-19 and other conditions of public health significance.
	Applicant capacity: What is the current capacity to perform this milestone?	With additional staff provided by this funding, we will have capacity to perform this milestone. Without funding, we will not have capacity.
Expected Achieve By Date (select from drop down)	December 2021	

CDC - Epidemiology and Laboratory Capacity (ELC) Paycheck Protection Program and Health Care Enhancement Act of 2020

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Strategy 4 - Improve Surveillance and Reporting of Electronic Health Data
<p>Strategy 4 Actions and Deliverables:</p> <p>A. Establish complete, up-to-date, automated reporting of morbidity and mortality to CDC and others due to COVID-19 and other conditions of public health significance, with required associated data fields in a machine readable format.</p> <p>B. Establish complete, up-to-date, timely, automated reporting of individual-level data through electronic case reporting to CDC and others in a machine-readable format (ensuring LHD have access to data that is reported).</p> <p>C. Improve understanding of capacity, resources, and patient impact at healthcare facilities through electronic reporting.</p> <p>D. Enhance systems for flexible data collection, reporting, analysis, and visualization.</p> <p>E. Establish or improve systems to ensure complete, accurate and immediate (within 24 hrs) data transmission to a system and open website available to local health officials and the public by county and zipcode, that allows for automated transmission of data to the CDC in a machine readable format.</p>

Strategy 4 - Milestone 1	Strategy 4 - Improve Surveillance and Reporting of Electronic Health Data	
	Planned Strategy (Provide a title for this milestone)	<i>To establish complete, up-to-date, automated reporting of morbidity and mortality to CDC and others due to COVID-19 and other conditions of public health significance, with required associated data fields in a machine readable format.</i>
	Implementation Plan (Bulleted items or brief sentences)	<ul style="list-style-type: none"> - Train staff in accurate and timely reporting of morbidity and mortality data directly to CalREDIE. - Work with local healthcare providers to report electronically directly to CalREDIE. - Develop quality improvement activities and reports to ensure completeness, accuracy and timeliness of CalREDIE data. - Collaborate with state representatives to ensure CalREDIE data is complete, up-to-date and submitted timely to CDC.
	Applicant capacity: What is the current capacity to perform this milestone?	We currently are providing complete, up-to-date, automated reporting of morbidity and mortality to CDC. With additional staff provided by this funding, we will have capacity to perform this milestone in a timely manner.
	Expected Achieve By Date (select from drop down)	January 2021

Strategy 4 - Milestone 2	Strategy 4 - Improve Surveillance and Reporting of Electronic Health Data	
	Planned Strategy (Provide a title for this milestone)	<i>To establish complete, up-to-date, timely, automated reporting of individual-level data through electronic case reporting to CDC and others in a machine-readable format.</i>
	Implementation Plan (Bulleted items or brief sentences)	<ul style="list-style-type: none"> - Train staff in complete, accurate and timely electronic case reporting of individual data directly to CalREDIE. - Enhance capacity to work with testing facilities to onboard and improve electronic laboratory reporting (ELR), including to receive data from new or non-traditional testing settings. Use alternative data flows and file formats (e.g., CSV or XLS) to help automate where appropriate. - Develop quality improvement activities and reports to ensure completeness, accuracy and timeliness of CalREDIE data. - Collaborate with state representatives to ensure CalREDIE data is complete, up-to-date and submitted timely to CDC.
	Applicant capacity: What is the current capacity to perform this milestone?	We are currently providing complete, up-to-date, timely, automated reporting of individual-level data through electronic case reporting to CDC. With additional staff provided by this funding, we will have capacity to perform this milestone in a timely manner, including providing reporting to other agencies.
	Expected Achieve By Date (select from drop down)	December 2021

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Strategy 4 - Milestone 3	Strategy 4 - Improve Surveillance and Reporting of Electronic Health Data	
	Planned Strategy (Provide a title for this milestone)	<i>To improve understanding of capacity, resources, and patient impact at healthcare facilities through electronic reporting.</i>
	Implementation Plan (Bulleted items or brief sentences)	<ul style="list-style-type: none"> - The Epidemiologist and Administrative Analyst will utilize new and existing systems (identified in Strategy 4, Milestone 4) to analyze data to improve understanding of capacity, resources, and patient impact at healthcare facilities. - Collaborate with local healthcare facilities to expand data enterprise to better understand surveillance data and issues relevant to our local communities, especially issues related to healthcare and other disparities.
	Applicant capacity: What is the current capacity to perform this milestone?	With additional staff provided by this funding, we will have capacity to perform this milestone. Without funding, we will not have capacity.
	Expected Achieve By Date (select from drop down)	October 2021

Strategy 4 - Milestone 4	Strategy 4 - Improve Surveillance and Reporting of Electronic Health Data	
	Planned Strategy (Provide a title for this milestone)	<i>To enhance systems for flexible data collection, reporting, analysis, and visualization.</i>
	Implementation Plan (Bulleted items or brief sentences)	<ul style="list-style-type: none"> - Review existing reporting, data analysis and visualization tools. - Analyze available reporting, data analysis and visualization tools. - Determine if enhancement of existing tools or acquisition of additional tools are needed to meet the 6 CDC ELC-Required Reporting Measures and local data reporting needs. - If needed, develop change management plan to implement new system(s). - Ensure systems are interoperable and that data are able to be linked across systems, including adding the capacity for lab data and other data to be used by the software/tools that are being deployed for contact tracing.
	Applicant capacity: What is the current capacity to perform this milestone?	With additional staff provided by this funding, we will have capacity to perform this milestone. Without funding, we will not have capacity.
	Expected Achieve By Date (select from drop down)	January 2022

Strategy 4 - Milestone 5	Strategy 4 - Improve Surveillance and Reporting of Electronic Health Data	
	Planned Strategy (Provide a title for this milestone)	<i>To establish or improve systems to ensure complete, accurate and immediate (within 24 hrs.) data transmission to a system and open website available to local health officials and the public by county and zip code, that allows for automated transmission of data to the CDC in a machine readable format.</i>
	Implementation Plan (Bulleted items or brief sentences)	<ul style="list-style-type: none"> - Analyze existing systems that support syndromic surveillance that allows public health to keep in touch with the health of the community in real time. - Stay abreast of developments in the syndromic surveillance/ILI surveillance market. - Collaborate with state agencies regarding state systems, including the new state contract with OptumInsight and other developments around ILI systems. - Consider adoption of state or local syndromic surveillance/ILI surveillance.
	Applicant capacity: What is the current capacity to perform this milestone?	With additional staff provided by this funding, we will have capacity to perform this milestone. Without funding, we will not have capacity.
	Expected Achieve By Date (select from drop down)	March 2022

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Strategy 5 - Use Laboratory Data to Enhance Investigation, Response and Prevention

Strategy 5 Actions and Deliverables:

- A. Use laboratory data to initiate case investigations, conduct contact tracing and follow up, and implement containment measures.
- B. Identify cases and exposure to COVID-19 in high-risk settings or within vulnerable populations to target mitigation strategies.
- C. Implement prevention strategies in high-risk settings or within vulnerable populations (including tribal nations) including proactive monitoring for asymptomatic case detection.

Strategy 5 - Milestone 1	Strategy 5 - Use Laboratory Data to Enhance Investigation, Response and Prevention	
	Planned Strategy (Provide a title for this milestone)	<i>To use laboratory data to initiate case investigations, conduct contact tracing and follow up, and implement containment measures.</i>
	Implementation Plan (Bulleted items or brief sentences)	<ul style="list-style-type: none"> - Establish subcontracts with Case Investigation (CI) and Contact Tracing (CT) vendor (January 1, 2021) - Conduct necessary contact tracing including contact elicitation/identification, contact notification, and contact follow-up. Activities include traditional contact tracing and/or proximity/location-based methods, as well as methods adapted for healthcare-specific and congregate settings. - Utilize tools (e.g., geographic information systems and methods) that assist in the rapid mapping and tracking of COVID-19 cases for timely and effective epidemic monitoring and response, incorporating laboratory testing results and other data sources. - Increase percent of cases where collection of demographic information is complete, especially populations disproportionately affected by COVID-19.
	Applicant capacity: What is the current capacity to perform this milestone?	We currently have re-assigned existing public health staff and solicited staff from other divisions to conduct CI and CT. Our capacity over the long-term is not sustainable without additional funding. With additional staff provided by this funding, we will have capacity to perform this milestone.
	Expected Achieve By Date (select from drop down)	January 2021

Strategy 5 - Milestone 2	Strategy 5 - Use Laboratory Data to Enhance Investigation, Response and Prevention	
	Planned Strategy (Provide a title for this milestone)	<i>To identify cases and exposure to COVID-19 in high-risk settings or within vulnerable populations to target mitigation strategies.</i>
	Implementation Plan (Bulleted items or brief sentences)	<ul style="list-style-type: none"> - Establish community-based surveillance, including surveillance of vulnerable populations, individuals without severe illness, those with recent travel to high-risk locations, or who are contacts to known cases. - Assess, monitor infections and conduct surveillance in healthcare and other high-risk settings. - Monitor cases and exposure to COVID-19 to identify need for targeted mitigation strategies to isolate and prevent further spread within high-risk healthcare and other facilities (e.g., hospitals, dental offices, dialysis clinics, cancer clinics, nursing homes, and other long-term care facilities, etc.). - Monitor cases and exposure to COVID-19 to identify need for targeted mitigation strategies to isolate and prevent further spread within high-risk employment settings and congregate living settings (e.g., prisons, youth homes, shelters). - Monitor cases and exposure to COVID-19 to identify need for targeted mitigation strategies to isolate and prevent further spread within disparate populations and populations disproportionately affected by COVID-19. - Target highest risk communities for mitigation strategies by utilizing the Healthy Places Index (HPI) COVID-19 related indicators to identify higher-risk populations by census tract.
	Applicant capacity: What is the current capacity to perform this milestone?	With additional staff provided by this funding (PHN, CHA, HE, Epidemiologist, Analyst), we will have capacity to perform this milestone. Without funding, we will not have capacity.
	Expected Achieve By Date (select from drop down)	March 2022

Strategy 5 - Milestone 3	Strategy 5 - Use Laboratory Data to Enhance Investigation, Response and Prevention	
	Planned Strategy (Provide a title for this milestone)	<i>To implement prevention strategies in high-risk settings or within vulnerable populations (including tribal nations) including proactive monitoring for asymptomatic case detection.</i>
	Implementation Plan (Bulleted items or brief sentences)	<ul style="list-style-type: none"> - Build capacity for infection prevention and control in LTCFs and outpatient settings. - Build capacity to safely house and isolate infected and exposed residents of SNF, LTCFs and other congregate settings. - Perform preparedness assessment to ensure interventions are in place to protect high-risk populations. - Coordinate with federally funded entities responsible for providing health services to vulnerable populations (e.g., tribal nations and federally qualified health centers).
	Applicant capacity: What is the current capacity to perform this milestone?	With additional staff provided by this funding (PHN, Epidemiologist, Analyst), we will have capacity to perform this milestone. Without funding, we will not have capacity.
Expected Achieve By Date (select from drop down)	September 2021	

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Strategy 6 - Coordinate and Engage with Partners
Strategy 6 Actions and Deliverables
A. Partner with LHDs to establish or enhance testing for COVID-19/SARS-CoV-2. B. Partner with local, regional, or national organizations or academic institutions to enhance capacity for infection control and prevention of COVID-19/SARS-CoV-2.

Strategy 6 - Milestone 1	Strategy 6 - Coordinate and Engage with Partners	
	Planned Strategy (Provide a title for this milestone)	<i>To partner with LHDs to establish or enhance testing for COVID-19/SARS-CoV-2.</i>
	Implementation Plan (Bulleted items or brief sentences)	Not Applicable. Applicant is a LHD
	Applicant capacity: What is the current capacity to perform this milestone?	N/A
	Expected Achieve By Date (select from drop down)	

Strategy 6 - Milestone 2	Strategy 6 - Coordinate and Engage with Partners	
	Planned Strategy (Provide a title for this milestone)	<i>To partner with local, regional, or national organizations or academic institutions to enhance capacity for infection control and prevention of COVID-19/SARS-CoV-2.</i>
	Implementation Plan (Bulleted items or brief sentences)	<ul style="list-style-type: none"> - The Program Manager will facilitate collaboration with the following local organizations: <ul style="list-style-type: none"> - Shingle Springs Band of Miwok Indians health center (Shingle Springs Health & Wellness Center). - El Dorado Community Health Centers (FQHC). - El Dorado County Office of Education and associated School Districts. - Monitor changes to daily incidence rates of COVID-19 and other conditions of public health significance at the county or zip code level to inform community mitigation strategies. - Build infection prevention and control and healthcare outbreak response expertise - Partner with academic nursing programs and schools of public health to develop regional centers for IPC consultation and support services.
	Applicant capacity: What is the current capacity to perform this milestone?	With additional staff provided by this funding, we will have capacity to perform this milestone. Without funding, we will not have capacity.
	Expected Achieve By Date (select from drop down)	March 2022