

# Appendix G - Drive-Thru PODs

## Drive-thru Point of Dispensing sites (PODs)

Drive-thru PODs are useful for limiting interactions with the public for infection control, large throughput, and serving populations that may not be able to stand for long periods of time. Drive-thru PODs differ from indoor in-person PODs as additional staff and equipment are needed. Site evaluations considering layout and flow of traffic are needed before a location for the clinic is determined. Additional signs, tents, and traffic cone lanes must be set up to guide cars through the clinic. Greeters distribute forms to those waiting in line and traffic control guides people through form, vaccination, and waiting areas. These may not be good during extreme weather events for the safety of the workers of the Drive-thru PODs since most locations are outside. If an indoor facility can handle the exhaust of the vehicles, these would be a good alternative and allow for year round possibilities for drive-thru PODs.

### Staffing:

- Greeter/ triage/ Forms distribution – Ask everyone as they come in to get insurance cards out and hand them forms to fill out as they go to Forms.
- Forms / Payment collection – Clerical and Billing or non-medical. They will go over the forms to make sure everything is filled out, scan insurance cards or collect payment.
- Vaccinators - The number of vaccinators will depend on the number of vaccines available at each site. If they are not BRDHD staff, we will need provider numbers for billing purposes.
- Traffic Control – Help direct traffic and alert EMS if something goes wrong. There should be one at the entrance, one at the greeter's tent to direct into lanes, one after the vaccinators tent to direct into one lane again and one at the exit.
- EMS or medical responders- Monitor people during their 15 minute wait and to respond to any medical emergency.
- Runners – to replenish any supplies and collect forms or messages.
- Command – IC, Logistics, Operations, Finance, and Planning

## Drive-thru POD Checklist

### Crowd Management and Triage Supplies

<input type="checkbox"/> Pedestal signs for Clinic Flow/Stations	<input type="checkbox"/> Signs for Parking and directions
<input type="checkbox"/> Bullhorn (Megaphones)	<input type="checkbox"/> Toys/stickers/dog treats
<input type="checkbox"/> Other	<input type="checkbox"/> Other

### Medical/ Emergency Supplies

<input type="checkbox"/> Vaccine	<input type="checkbox"/> Bio-hazard bags	<input type="checkbox"/> Sharp Containers
<input type="checkbox"/> Syringe with needles	<input type="checkbox"/> Spill Kit	<input type="checkbox"/> Smelling salts?
<input type="checkbox"/> Standing orders	<input type="checkbox"/> Alcohol Wipes	<input type="checkbox"/> Gloves (various sizes)
<input type="checkbox"/> Gloves; various sizes	<input type="checkbox"/> Acetone?	<input type="checkbox"/> Stethoscope
<input type="checkbox"/> Thermometers	<input type="checkbox"/> Blood Pressure cuff	<input type="checkbox"/> Band-Aids
<input type="checkbox"/> Gauze	<input type="checkbox"/> Adhesive tape	<input type="checkbox"/> Spray bottle with bleach
<input type="checkbox"/> Cotton balls	<input type="checkbox"/> Aspirin, Tylenol, etc	<input type="checkbox"/> Pink Book
<input type="checkbox"/> Rectangle Band-Aids	<input type="checkbox"/> Masks	<input type="checkbox"/> Gowns/Lab Coats
<input type="checkbox"/> Red Book	<input type="checkbox"/> Drape Cloths	<input type="checkbox"/> Face Shields
<input type="checkbox"/> Medical Screening forms/ registration forms	<input type="checkbox"/> ER Kit	<input type="checkbox"/> First Aid boxes
<input type="checkbox"/> Other – Nursing Kit	<input type="checkbox"/> Other – Portable refrigerator/freezer	<input type="checkbox"/> Other – Cold Cubes for vaccine

## Information/ Training Tools

<input type="checkbox"/> Just-in-time training for Staff/volunteers	<input type="checkbox"/> Job Action Sheets
<input type="checkbox"/> Vaccine Fact Sheets (multiple languages)	<input type="checkbox"/> Informational Packets in different languages /Informational Handouts/ Fact Sheets
<input type="checkbox"/> Vaccine Administration Guide	<input type="checkbox"/> Vaccine Storage Instructions
<input type="checkbox"/> Other	<input type="checkbox"/> Other

## Staffing

<input type="checkbox"/> Vaccinators	<input type="checkbox"/> Vaccine Manager
<input type="checkbox"/> Clerical/Billing	<input type="checkbox"/> Logistics
<input type="checkbox"/> IC	<input type="checkbox"/> Operations
<input type="checkbox"/> Safety officer	<input type="checkbox"/> Infection Control
<input type="checkbox"/> Exit Reviewer	<input type="checkbox"/> Compliance
<input type="checkbox"/> Finance	<input type="checkbox"/> Other

## List of Possible Drive thru POD Sites

1. Warren County –
  - a. SKYCTCS,
  - b. Warren County Parks office, 2055 Three Springs Road, Bowling Green, Ky 42104
  - c. Fire Department with a straight through plan, any parking lot of an empty building
2. Simpson County – County Park, 850 North Street, Franklin, KY 42134
3. Metcalfe County –
  - a. Senior Center and EMS building,
  - b. County Fairgrounds, 102 Fairground St., Edmonton Ky 42129
  - c. Bowling Park 42129
4. Logan County –
  - a. Extension office parking lot and farmer’s market shelter, 255 John Paul Ave., Russellville, KY 42276
  - b. National Guard Armory, 42276

5. Hart County –
  - a. County Fairgrounds, 2184 South Dixie HWY, Munfordville, KY 42165
6. Edmonson County –
  - a. Chalybeate Fire Department, 1974 Chalybeate, Smiths Grove, KY 42171
7. Butler County –
  - a. Charles Black City Park, 227 Helm Lane, Morgantown, Ky 42261
8. Barren County – Brown Park, 300 Donnelley Drive, Glasgow, KY 42141

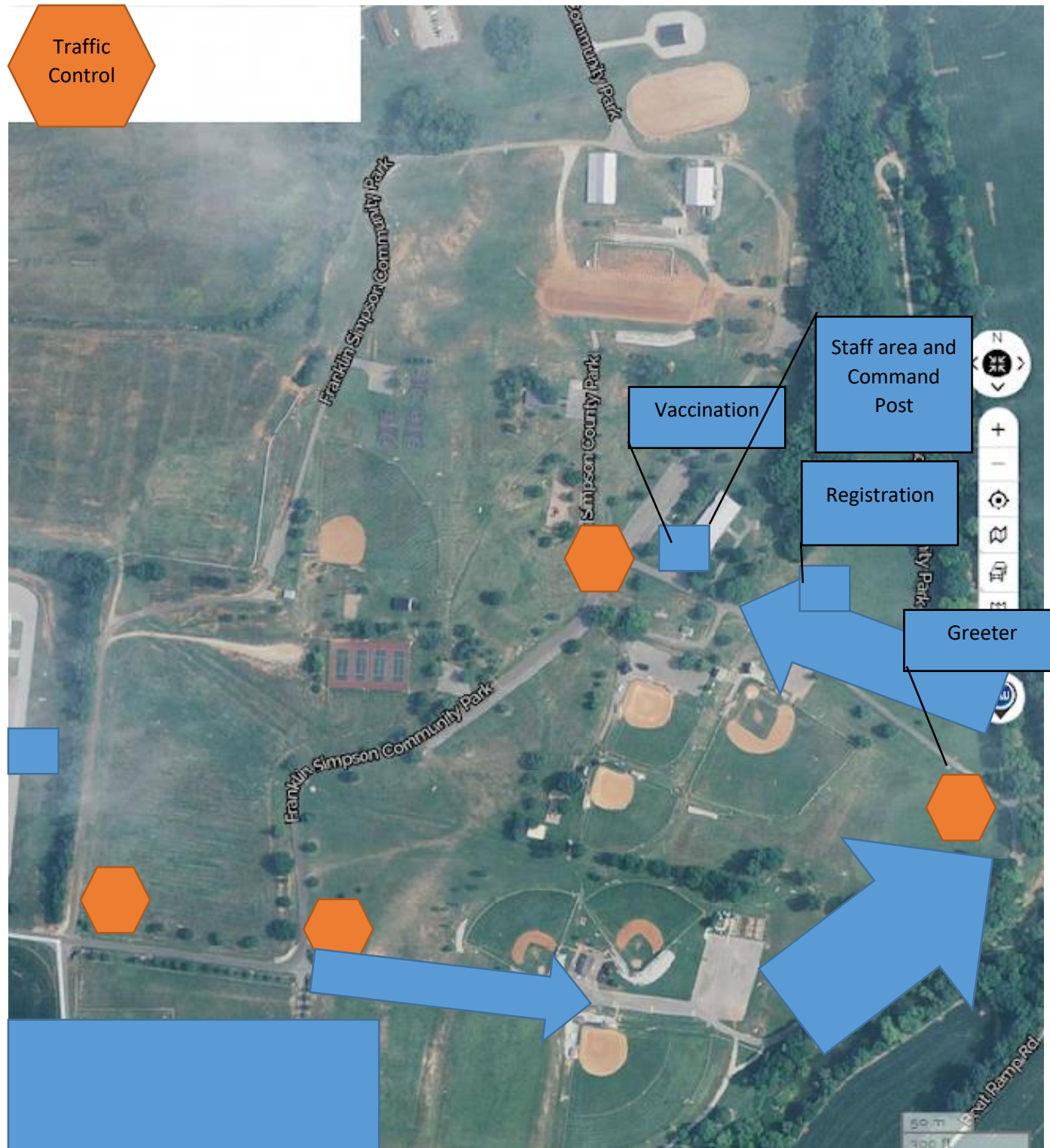
Drive-thru POD site plans

Warren County



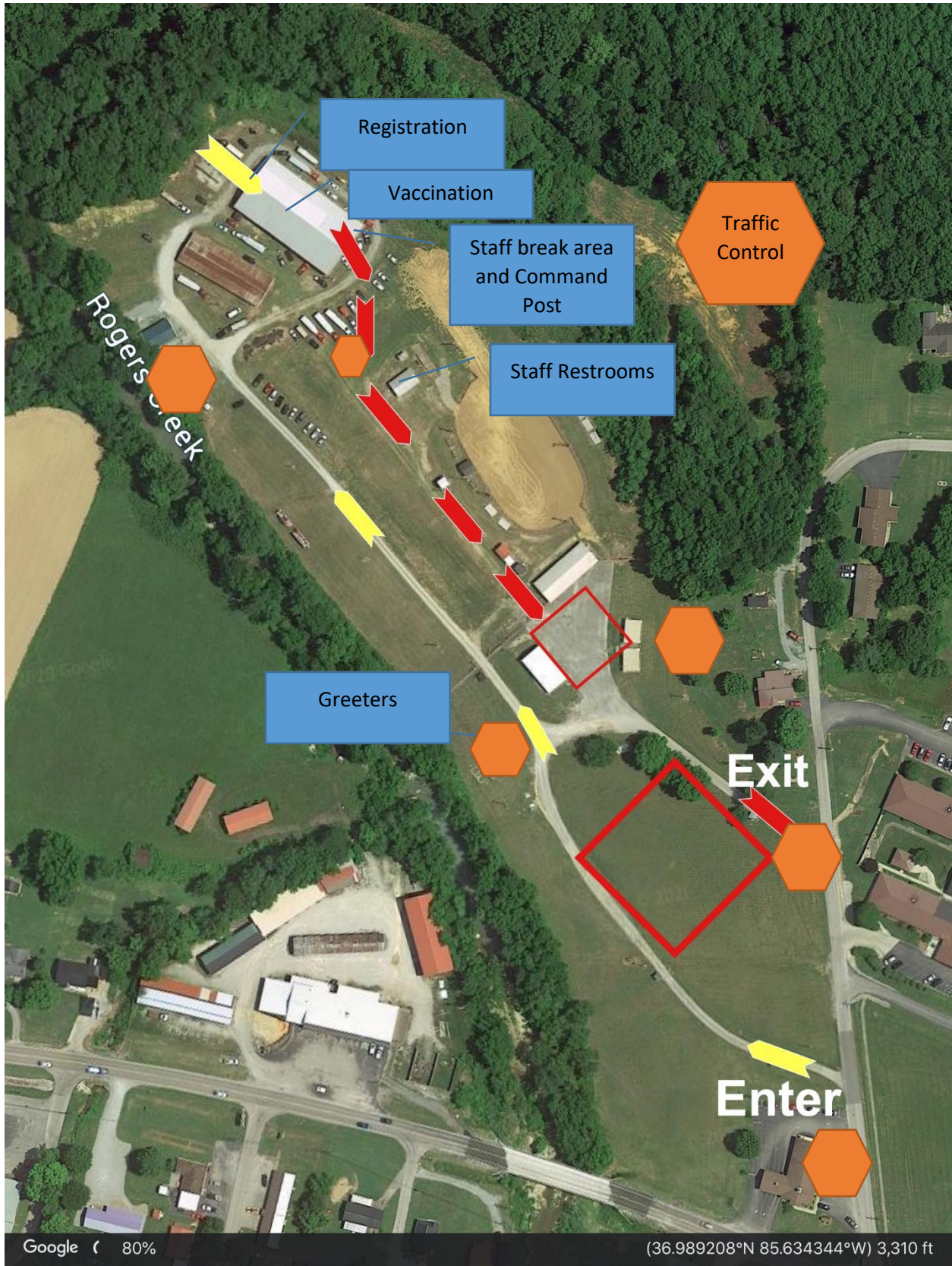


# Simpson County



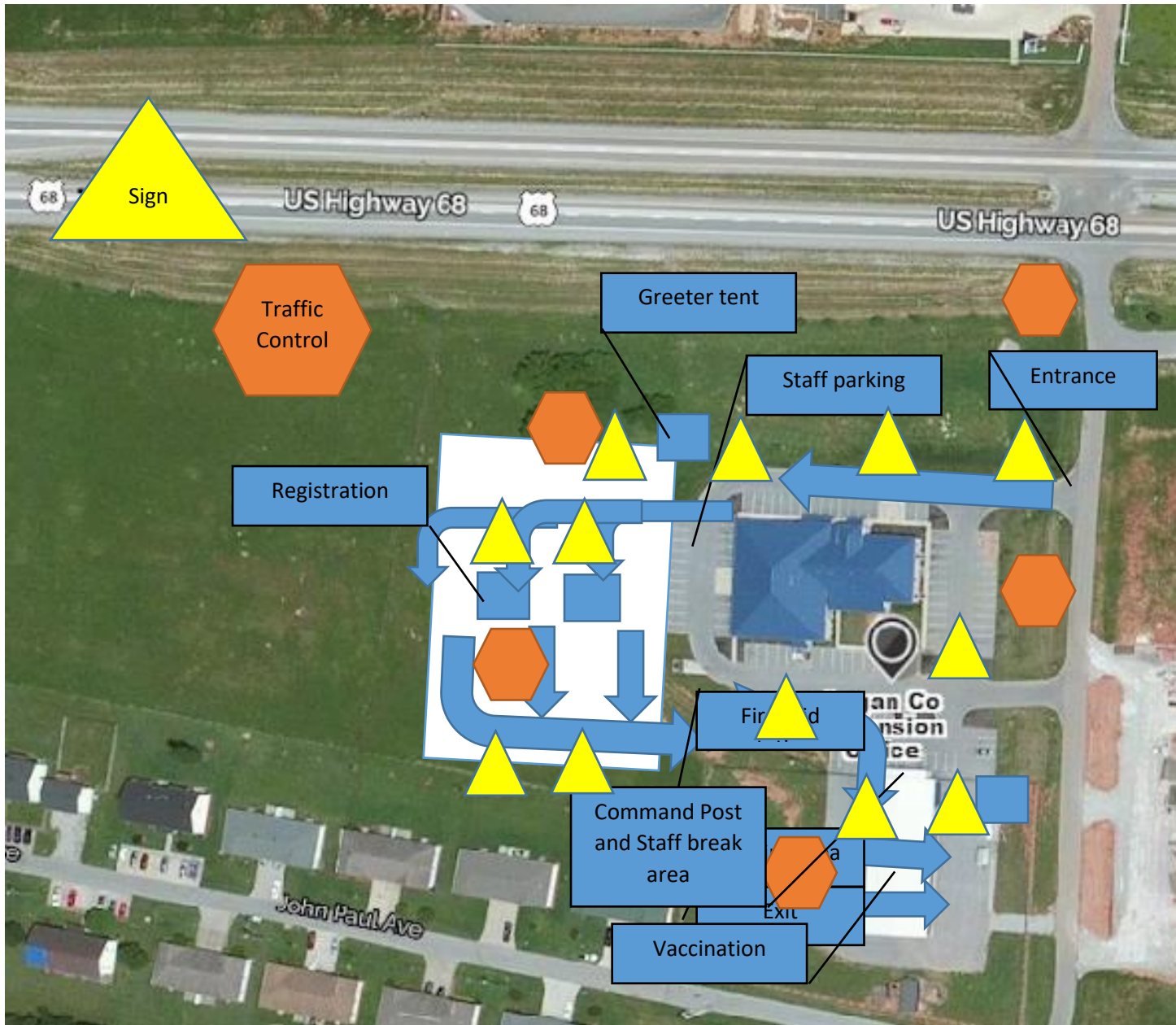
# Metcalfe County

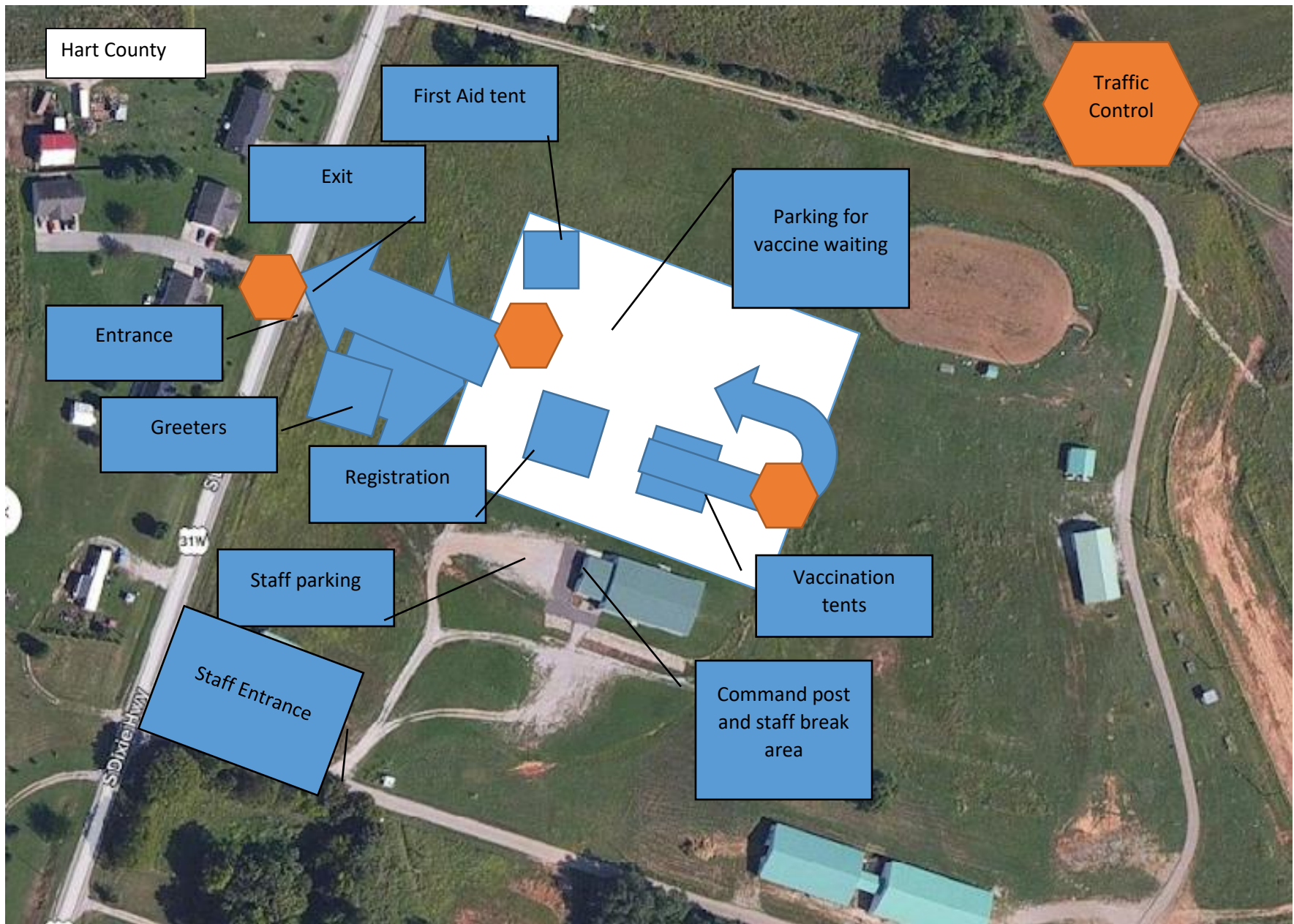




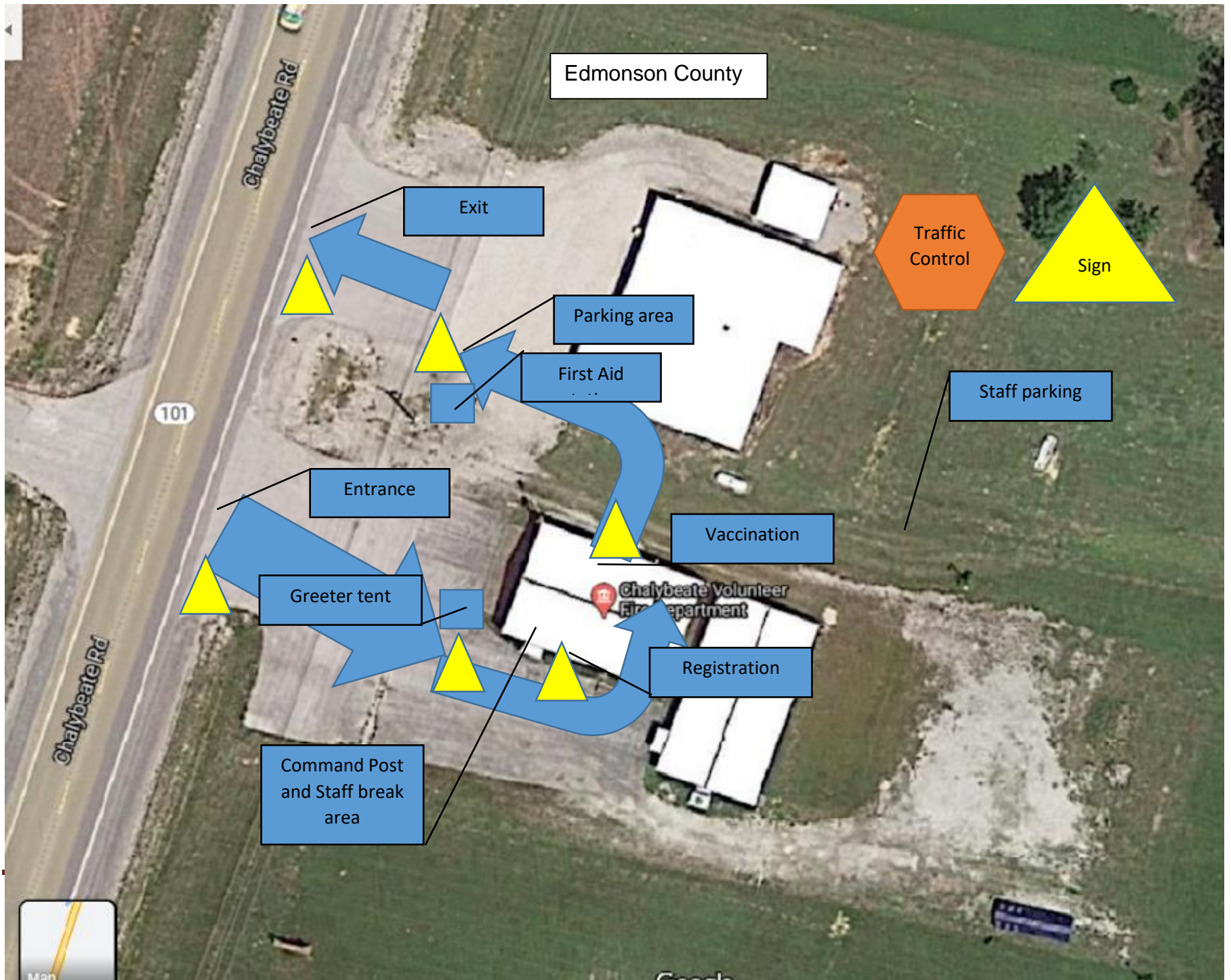


Logan County









Edmonson County

Exit

Traffic Control

Sign

Parking area

First Aid

Staff parking

Entrance

Vaccination

Greeter tent

Chalybeate Volunteer Fire Department

Registration

Command Post and Staff break area





