

Appendix A5: Facility Type 5 Force Packages by Positions and Equipment/Supplies

Type 5 (Mobile) - 250 doses a day

Site Area Dimensions

- Minimum of 2,500 sq. ft of unobstructed, paved area

Staffing Considerations

- Site Command and Control/C2: Team Lead and Deputy (2)
- Total Personnel: 49 fixed site / 54 drive-through (26 clinical, 21 non-clinical [26 at drive-through], 2 C2)
 - Staffing recommendations are estimates based on the minimum requirements and meant to be a guide. The actual number of personnel for your site may vary based on the parameters of your site. Additional information should be considered in planning your site including the number of volunteers; length and number of shifts; staff rotation/breaks; the number of people in lines; and weather.
 - These staffing recommendations should be considered flexible and regularly adjusted to fit the evolving needs of the site; for example a new site may initially require more staff; but in a short time that number may be adjusted (relocating some staff) or reduced.
 - Staffing recommendations are based on STT and federal augmentation. STTs should work with FEMA Regions to coordinate a staffing strategy to address staffing requirements.

Clinical Staff	
Position	Recommended Per site
Vaccinators	6
Vaccine Preparers	3
Pharmacist	1
Pharmacy Techs	1
Medical Screeners	5
Clinic Flow; Reviewer	1
Recovery Area Manager	1
Clinic Manager	1
Patient Exit Area/Exit Review	1
RN	4
1 Advanced Life Support Ambulance (crew of two)	2

Non-Clinical Staff	
Position	Recommended Per site
Security	4
Traffic Control* (*drive through sites require more traffic control personnel – site dependent)	2 **+2
Safety* (*drive through sites require more safety personnel – site dependent)	1 **+1
Supply Manager	1
IT Support	1
Forms (EUA) Distribution staff	1
Orientation/Information	1
Language translation, ASL and language interpretation services	TBD
General Staff	2
Administrative Staff	2
Truck Drivers (contract)	2
Setup/Maintenance (contract)	4

Equipment and Supplies					
Medical Supplies	Qty	General Supplies	Qty	IT Supplies	Qty
Gloves	TBD	Data entry forms	TBD	Laptops	6
Epinephrine auto-injectors (ex. Epi-Pens)	6	Tables	TBD	Internet Connectivity	Yes
First Aid Kits	2	Chairs	TBD	iPad	12
Face Shields	10	Dollies	0	Chargers	TBD
N-95 Respirators	12/day	Storage Equipment	TBD	Electric Generators (if necessary)	TBD
Alcohol Swabs	1,000/day	Refrigerators & Freezers	TBD	Handheld Land-Mobile Radios	12
Syringes	500/day	Bathroom facilities	Yes		
Vaccination Record Cards	300/day	Signage	TBD	Drive-Through Requirements	
		Wheelchairs	TBD	Variable message signs	TBD
				Traffic Cones	150
				Tents/Shelter	TBD