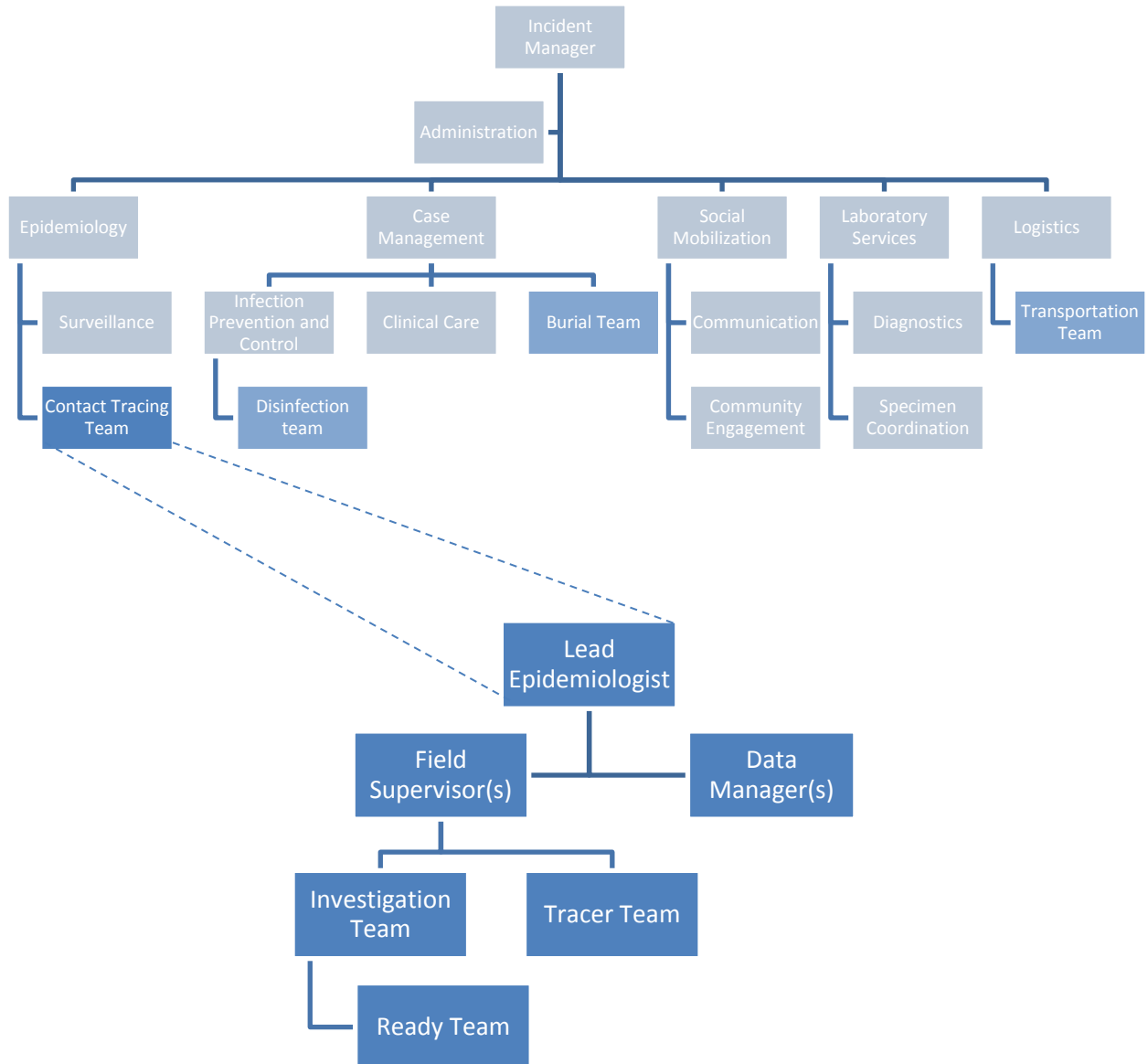


## PERSONNEL

Under the incident management framework, different teams are needed to coordinate a response to identify, control, and eliminate EVD. This guide focuses on the Contact Tracing Team (see Figure 1) and provides an overview of several other teams with whom the Contact Tracing Team collaborates. These are suggested teams, titles, and responsibilities.

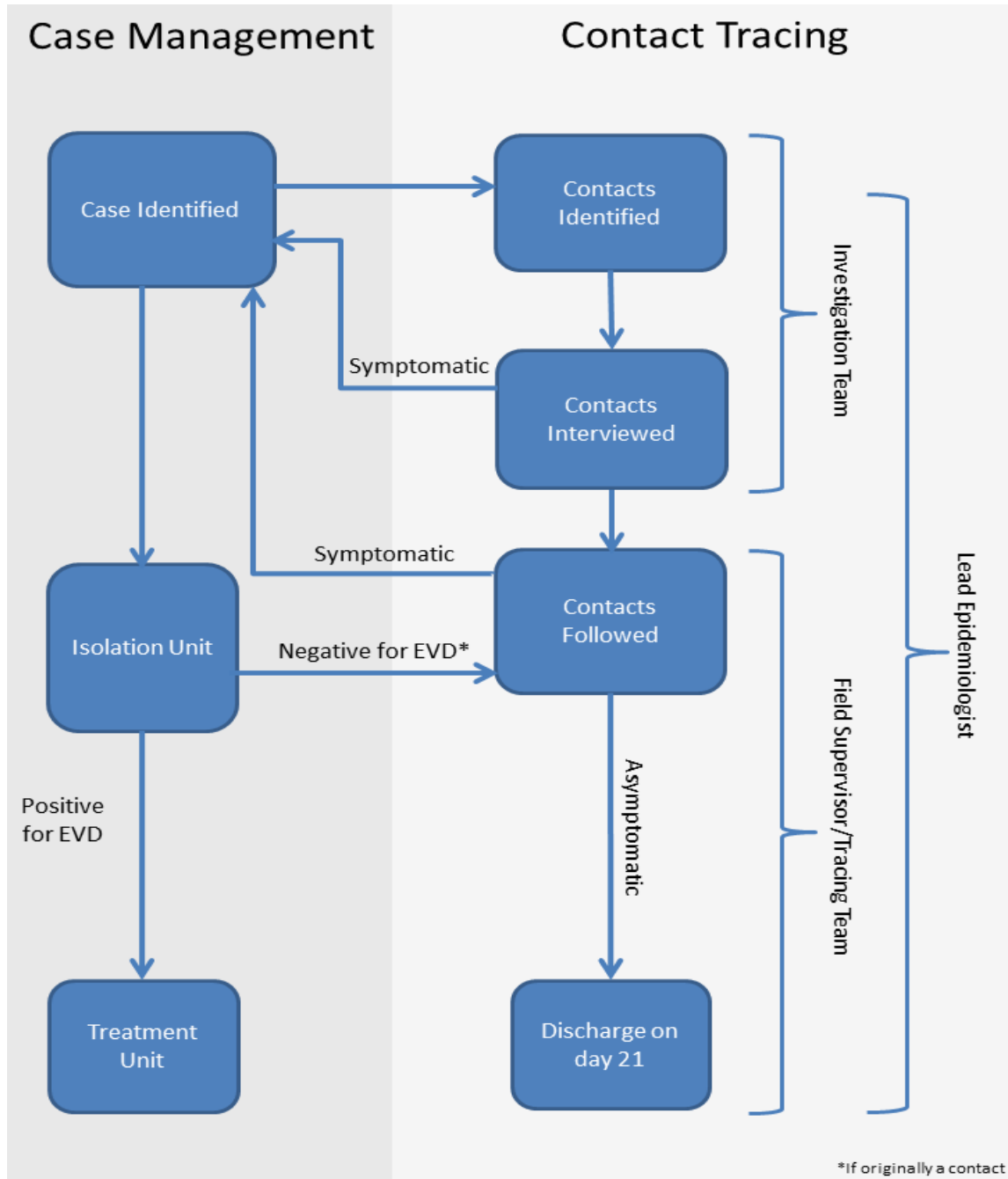
Figure 1: Sample Incident Management Structure for Ebola Virus Disease Response



## IMPLEMENTATION

General contact tracing procedures follow. A flow diagram is provided in Figure 2. An outline of the step-by-step procedures is available in Appendix C.

Figure 2: Flow Diagram for Ebola Virus Disease Response



## APPENDICES

### APPENDIX A: SAMPLE EQUIPMENT LIST FOR EBOLA VIRUS DISEASE RESPONSE

	Contact Tracing Team					
	Lead Epidemiologist	Field Supervisor	Investigation Team	Tracer Team	Data Manager	
<b>Personal Protective Equipment</b>						
Disposable gloves			X	X		
Gowns						
Face shield (or goggles)						
Face mask N95/FFP2						
Surgical mask for the case-patient						
Biohazard plastic bags						
<b>Information Technology</b>						
Global positioning system (GPS)		X	X	X		
Cell phones (with credit)	X	X	X	X	X	X
Computers	X	X				X
Internet Access	X	X				X
Electronic data collection tools			X		X	X
<b>Field Equipment</b>						
Thermometers <sup>1</sup>					X	
Office supplies <sup>2</sup>	X	X	X	X	X	X
Weather appropriate gear <sup>3</sup>	X	X	X	X	X	X
Hand sanitizer or bleach	X	X	X	X	X	X
Appropriate forms	X	X	X	X	X	
<b>Transportation</b>						
Driver/car		X	X	X	X	

<sup>1</sup> Do not over rely on temperature, particularly using the Thermo-Flash which may be less accurate when used outside of ideal conditions, such as arid or extreme temperatures. Subjective fever and or other symptoms in a contact-person should arise suspicion.

<sup>2</sup> Such as paper, pens, folders (or waterproof folders if it is rainy season). Most people do not have these materials already.

<sup>3</sup> For example, if it is rainy season, rain coats and rain boots.

