RMCC Activation Process 1-800-236-2066
- Theda-Star Dispatch Staff acting as initial RMCC Activation contact point takes vital information from caller, including call-back number and/or radio channel
- Theda-Star Dispatch Staff notifies: see call list
  - HERC Coordinator
  - RTAC Coordinator
  - HERC Medical Advisor
  - HERC Chair/Vice Chair

Initial Briefing Report *(ThedaStar Dispatch Staff to Initial Incident Coordinator)*
Incident type “what is the problem” ________________________________
- □ Expected number of patients or resource needed ____________________________
- □ Organizations calling ask for caller’s name and call back number___________________
- □ Ask if WITrac Alert Sent: ___Yes ___No
- □ Other Information: ______________________________________________________

Task List for RMCC contact: *(The person contacted by TS dispatch)*
- □ Call other members of RMCC to notify them of event- See attached list
- □ If not already done, send out WITrac Alert
  - o Review WITrac alert result and relay info to EMS/scene/Unified command, as appropriate
- □ Contact involved organizations to assess needs- TS dispatch will give you this information
- □ Contact OPEHC staff and brief on incident 24/7 number for DHS is (608) 258-0099
- □ Update WITrac as needed if requested by base hospital
- □ Coordinate requests for coalition stockpile supply
- □ Assist with coordination of inter-facility patient transfer
- □ Establish communication pathway with Emergency Operations Centers, liaison healthcare related issues/requests from EOC
- □ Be a liaison with city, county and state partners as needed
- □ Dispatch Infectious Disease Go Team via “Remind”

Roles that may fill RMCC liaison:
- HERC Coordinator
- RTAC Coordinator
- HERC Medical Advisor
- HERC Board Chair/Vice Chair/Designee
<table>
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<tr>
<th>Discipline</th>
<th>Organization</th>
<th>First Name</th>
<th>Last Name</th>
<th>Phone Number</th>
<th>Email Address</th>
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<tbody>
<tr>
<td>Staff</td>
<td>HCC Coordinator</td>
<td>Tracey</td>
<td>Froiland</td>
<td>920-427-2229</td>
<td><a href="mailto:Tracey.froiland@fvherc.com">Tracey.froiland@fvherc.com</a></td>
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<tr>
<td>Staff</td>
<td>Medical Advisor</td>
<td>Michael</td>
<td>Clark</td>
<td>715-218-5774</td>
<td>Clark, Michael R&lt;br&gt;<a href="mailto:Michael.Clark@ascension.org">Michael.Clark@ascension.org</a></td>
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<td></td>
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<td></td>
<td>715-298-1465</td>
<td><a href="mailto:mclark911@gmail.com">mclark911@gmail.com</a></td>
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<tr>
<td>Staff</td>
<td>RTAC Coordinator</td>
<td>Jason</td>
<td>Selwitschka</td>
<td>920-203-8791</td>
<td><a href="mailto:Jason@foxrtac.net">Jason@foxrtac.net</a></td>
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<td><a href="mailto:Jason.selwitschka@thedacare.org">Jason.selwitschka@thedacare.org</a></td>
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<tr>
<td>Board-Chair</td>
<td>Aurora Oshkosh</td>
<td>Tracy</td>
<td>Miller</td>
<td>920-210-7004</td>
<td><a href="mailto:Tracy.Miller5@aurora.org">Tracy.Miller5@aurora.org</a></td>
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<tr>
<td>Board-Vice Chair</td>
<td>Ascension</td>
<td>Matt</td>
<td>Digman</td>
<td>920-716-0670</td>
<td><a href="mailto:matt.digman@medxcelfm.com">matt.digman@medxcelfm.com</a></td>
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