

# WEST SHORE SCHOOL DISTRICT

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Jemry L. Small, Ed.D.

Superintendent of Schools

Dear Community Member:

West Shore School District has embarked on a project in cooperation with the York County Office of Emergency Management and the South Central Task Force to support regional efforts to prepare for potential public health emergencies. This effort includes establishing a Point of Dispensing (POD) at Red Land High School. The POD would be activated at the time of a public health emergency to dispense prophylactic medication to the “well” public.

We are currently recruiting volunteers from the community to staff the POD at Red Land High School. In addition to the personal satisfaction that comes from volunteering, volunteering staff members and members of their families will receive prophylactic medication before the general public. The volunteer positions that need to be filled include the following:

- Staff to help manage the POD
- Staff to assist members of the public in completing necessary forms
- Nurses to assist in dispensing medication/administering vaccinations
- Counselors to work with regional mental health professionals
- Food Services staff to assist in feeding POD volunteers
- Building maintenance staff to support the use of the building
- Staff to assist with greeting and screening the public

Minimal training is required to be a POD volunteer and will be provided at no cost to you. Awareness training is available on-line via a 30-minute, self-guided program. POD management staff will receive an additional 3-4 hour course of training specific to POD management.

POD sites will also be staffed by local law enforcement, local municipal Emergency Management staff, local Emergency Medical Services, and State and County Mental Health professionals. The POD will be supported by the York County Office of Emergency Management, South Central Task Force, and PA Department of Health.

This activity will provide an extremely valuable service to the community—a service that cannot be provided without your assistance. If you would like to volunteer, please complete the POD Volunteer Information/Skills Assessment form and return to Mr. Donald Zimmerman, Coordinator of Child Accounting & Safety, District Administration Center, 507 Fishing Creek Road, P. O. Box 803, New Cumberland, PA 17070.

Thank you,

Jemry L. Small, Ed.D.  
Superintendent of Schools

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507 Fishing Creek Road, P. O. Box 803, New Cumberland, Pennsylvania 17070-0803

District Office, 507 Fishing Creek Road, Lewisberry, Pennsylvania 17339-9517

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[www.wssd.k12.pa.us](http://www.wssd.k12.pa.us)

An equal opportunity employer

## POD Volunteer Information/Skills Assessment

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Municipality: \_\_\_\_\_

Please check any of the following in which you have expertise and training. Circle (yes) or (no) as appropriate.

- |   |   |
|---|---|
| _____ First Aid (current card yes/no)                         | _____ CPR (current yes/no)                |
| _____ Emergency Planning                                      | _____ Emergency Management                |
| _____ Law Enforcement   | _____ Firefighting                        |
| _____ Mechanical Ability                                      | _____ Search & Rescue                     |
| _____ Shelter Management                                      | _____ Camping                             |
| _____ CDL License   | _____ Survival Training & Techniques      |
| _____ Food Preparation  | _____ Recreational Leader                 |
| _____ Ham Radio Operator                                      | _____ Mental Health Counseling            |
| _____ Structural Engineering                                  | _____ EMS                                 |
| _____ Medical Screening/Triage                                | _____ Administering/Dispensing Medication |
| _____ Construction (electrical,<br>plumbing, carpentry, etc.) | _____ Multi-Lingual (what language(s))    |
|   | _____                                     |
|   | _____                                     |

Do you have or have access to equipment or materials that would be useful in an emergency situation? Please list:

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