



October 17, 2014

MEMORANDUM

TO: SUNY Campus Presidents and Chief Academic Officers

FROM: Nancy L. Zimpher, Chancellor

SUBJECT: Ebola Preparedness – Action Required

I am writing in follow-up to our August 18, 2014, communication regarding the Ebola outbreak. In light of ongoing developments in the U.S., SUNY is committing to increasing system-level support, and I am asking each of you to take additional precautionary measures, outlined below. As you know, Governor Cuomo has assured New Yorkers that proactive steps are being taken to protect health and safety, including the designation of SUNY Upstate and Stony Brook University Hospital as part of a statewide network of hospitals that will treat any potential patients. In support of the Governor’s preparedness planning and to protect our students and our campus communities, The State University of New York and all 64 campuses are taking the following the steps:

- The system-wide Ebola Working Group has been expanded to include campus specialists in medical management, public health, emergency management, international programs, and student services.
 - The Steering Committee for this working group is chaired by Dr. John F. Williams, M.D., Ed.D., M.P.H., President of SUNY Downstate Medical Center. Dr. Williams has extensive public health experience and expertise.
 - Additional members of the Steering Committee and supporting committees are listed on the SUNY Health Alert webpage at www.suny.edu/health-alert.
 - This Committee will convene regularly, monitor the situation locally and beyond, and will work to ensure that you have access to the latest available information.
- In order to facilitate communication from the Working Group, each campus should designate a primary contact person for Ebola-related issues.
 - Please communicate your designee’s name, title, and contact information (including for after-hours and weekends) to Barbara Boyle, Director of Environmental Health & Safety, at barbara.boyle@suny.edu, by Wednesday, October 22.
 - The system-wide Working Group will communicate primarily with this individual, who in turn will be asked to share information with you and all relevant campus stakeholders.
- We are continuing to prohibit campus-sponsored or approved travel to countries with current CDC Level 3 travel warnings. At this point, those countries are Liberia, Guinea, and Sierra Leone. This travel ban applies to all campus-related or funded activities, such as study abroad, Research Foundation grant activity, and other travel.
- Campuses must continue to comply with guidance from the Centers for Disease Control and Prevention (CDC), New York State Department of Health (NYS DOH), and, if applicable, local

public health authorities. Links to the CDC and NYS DOH program pages can be found on the SUNY Health-Alert webpage (www.suny.edu/health-alert).

- Please note that the NYS DOH issued a Commissioner's Order yesterday with immediate implementation requirements for hospitals, diagnostic and treatment centers, off-campus emergency departments, ambulance and advanced life support first response services within short time spans. This alert has been posted to the SUNY Health-Alert webpage.
- Such guidance materials and directives may change frequently as this outbreak unfolds.
- The Ebola Working Group will remain in close contact with the Department of Health and other state agencies.
- All campuses are to continue to work to identify potential travelers from affected areas. Student Health Services or other appropriate offices at each campus should contact these students and offer education and support self-monitoring. Similarly, campuses should assist self-identified staff and faculty who may have traveled to these regions.
- All campuses should promptly conduct simulated emergency drills and review their standard operating procedures for health centers.
 - SUNY's three hospitals have already been involved in drills focused on patient recognition and isolation per CDC and NYS DOH protocols. Preparedness drilling at SUNY hospitals will continue as appropriate.
 - All campuses with health centers must conduct emergency drills. The SUNY Working Group is working with the CDC and NYS DOH to modify drilling instructions for general campus use. Additional information will be provided by next week. Such drills should include the recognition and isolation of Ebola-suspect patients, the use of personal protective equipment (PPE), training of staff, and communication with local public health authorities.
- Campuses must review previous campus-level public health emergency planning documents. The current situation presents an ideal opportunity to convene the campus emergency operations group.
- Campuses must continue to provide information on Ebola and campus procedures to the entire campus community.

Please share this communication broadly with all relevant staff.

Thank you for all of the work that I know you are already doing to keep our campus communities safe. If you have any questions or concerns, please do not hesitate to contact Ms. Boyle at the e-mail address provided above.

Copy: Vice Presidents of Student Affairs
Senior International Officers