



CITY OF WOBURN, MASSACHUSETTS, 01801
WOBURN BOARD OF HEALTH
10 COMMON STREET, WOBURN, MA 01801

Dear Resident,

The Woburn Board of Health Department continues to expand its local Medical Reserve Corps to supplement existing City of Woburn resources during emergencies and in times of need that may impact public health. By joining the Woburn Medical Reserve Corps you would be helping your friends, family, and neighbors in the community and beyond.

The Medical Reserve Corps (MRC) is a component of Citizen Corps and was established by President Bush shortly after 9/11 to encourage volunteerism and service nationwide. The mission of MRCs is to assist the community to prepare for and respond to emergencies as well as promote healthy living throughout the year. The MRC serves a critical function in communities especially during emergencies when local resources may be quickly overwhelmed due to the scale and severity of the incident or disaster.

MRCs are community-based volunteer units which bring together medical, public, and mental health professionals such as physicians, nurses, pharmacists, dentists, social workers, veterinarians, and epidemiologists along with other key resources including non-medical volunteers, legal advisors, faith-based groups, clerical support, and interpreters. MRCs typically partner with local and regional emergency preparedness groups as well as existing community entities like schools, hospitals, faith-based groups, and local government.

The following are some examples of how a Medical Reserve Corps volunteer can assist during a public health or other emergency:

- Conduct a mass vaccination clinic (e.g. administer immune globulin to food workers and/or restaurant patrons during a Hepatitis A outbreak)
- Provide medical, public, and mental health support in the event of an influenza pandemic
- Help victims and the worried during a public health or other emergency
- Help assist local emergency management services (such as assisting in emergency sheltering operations in the event of a large scale natural disaster or fire)

We will be hosting informational sessions to share more information on MRCs with you. We encourage your interest and invite you to attend; sessions will be announced at a later date.

Please make sure all information is accurate on the enclosed Volunteer Application, so that we may contact you via email or postal mail to notify you of upcoming meetings and/or training sessions.

We have witnessed with recent local and international disasters the need for organized preparedness. Thus your participation is invaluable in improving our preparedness for and in response to future emergencies as well as promoting healthy living throughout the year in our community. We need your help in this important volunteer organization in the City of Woburn; we look forward to hearing from you and meeting you at an upcoming MRC function.

Please feel free to contact us via email at woburnmrc@gmail.com at (781) 897-5920 if you have any questions. Thank you for your support.

Additional information can be found at the Region 4A website at www.region4a.org or visit the Federal Medical Reserve Corps website at www.medicalreservecoms.gov.



OVERVIEW OF THE MRC

Why was the MRC created?

The MRC program was created after President Bush's 2002 State of the Union Address, in which he asked all Americans to volunteer in support of their country. The MRC is comprised of organized medical and public health professionals who serve as volunteers to respond to natural disasters and emergencies. These volunteers assist communities nationwide during emergencies and for ongoing efforts in public health.

What does the name Medical Reserve Corps mean to our community?

Each community is different, and these differences may require alternative approaches to natural disasters and emergencies. The terms "medical" and "reserve" indicate that trained personnel are available to respond to emergencies requiring support to the community's health and medical resources. "Corps" refers to an organized body of individuals with a similar function, in keeping with the example of Citizen Corps and the USA Freedom Corps.

What is the difference between the MRC regions, states, and units?

The United States is divided into Ten MRC regions, which contain any number of local MRC units. Personnel at the state level coordinate with the Ten MRC Regional Coordinators and those at the local level. MRC units represent those at the local level, as they are responsible for implementing volunteer capabilities for emergency medical response and public health initiatives to match specific community needs.

How is the direction of the MRC established?

The direction of the MRC program exists at the national, state, and local levels. Each level has key personnel responsible for overseeing activities at their respective level.

At the local level, each MRC unit is led by liaison MRC Unit Coordinator, who matches community needs-for emergency medical response and public health initiatives-with volunteer capabilities. Local coordinators are also responsible for building partnerships, ensuring the sustainability of the local unit, and managing the volunteer resources. MRC National Program Office, which is headquartered in the Office of the U.S. Surgeon General, is a clearinghouse for information and best practices to help communities establish, implement, and maintain MRC units nationwide.



What is the typical MRC unit?

There is no "typical" MRC unit. Each unit organizes in response to their area's specific needs. A region's hazard threats, health concerns and the organization in which the unit is established (health department; faith-based organization, etc.), will dictate what an MRC "looks like." With community resources and partners that span a spectrum from local voluntary organizations to private corporations, the "face.. of each MRC community is unique. However, the goals of the MRC are similar; units work toward bettering their local area's public health infrastructure and strengthening their response capabilities in the event of an emergency. The differences exist in how each community reaches these goals.

What are the benefits of becoming an MRC unit?

There are many benefits in becoming an MRC unit. A registered MRC unit receives immediate recognition in their community, in the Office of the U.S. Surgeon General, in Citizen Corps, in the White House's USA Freedom Corps, and nationwide. The MRC unit is offered technical assistance from the MRC National Program Office, which is housed in the Office of the U.S. Surgeon General. Local MRC units can take advantage of *efforts* to coordinate and collaborate with other federal agencies and the multitude of national medical, health, and emergency response organizations. Through these collaborative efforts, the MRC identifies the activities, research, and technologies that these agencies and organizations are engaged in and pass information to the local MRC units through best practices, education and training, and technical assistance to help the local units continue to set their goals to meet the changing needs of their communities.

What are the benefits to my community of starting an MRC unit?

Starting an MRC unit in a community has multiple benefits. MRC units provide a structured way to organize medical and public health professionals who serve as volunteers to respond to natural disasters and emergencies. These volunteers assist communities nationwide during emergencies and for ongoing efforts in public health. Additionally, MRC units increase emergency preparedness and response efforts in communities.

Registered MRC units can request technical assistance from the MRC National Program Office, apply for use of the official MRC logo, and be included in National MRC Conferences. Registered units also are officially recognized as part of the White House's USA Freedom Corps initiative and the Department of Homeland Security's Citizen Corps.



**Volunteer Application
City Of Woburn
Medical Reserve Corps**

PLEASE PRINT OR TYPE

| | | |
|----------------|-------------|-------------|
| Name: | | |
| Address: | | |
| City: | State: | Zip Code: |
| Home Phone: | Work Phone: | Cell Phone: |
| Email Address: | Employer: | |

Application for Medical Professionals

| |
|--|
| Doctor <input type="radio"/> Nurse <input type="radio"/> Pharmacist <input type="radio"/> EMT <input type="radio"/> Other -Describe: <input type="radio"/> |
| Medical Professional: _____ License # or Cert/Reg. #: _____ |
| License(s) Held: _____ Expiration Date: _____ |

Application for Non-Medical Professionals

| |
|---|
| Select interest preference(s) |
| Administration <input type="radio"/> Committee appointment <input type="radio"/> Public Safety <input type="radio"/> Courier <input type="radio"/> Clinical <input type="radio"/> Volunteer Coordination <input type="radio"/> Clerical position <input type="radio"/> Phone Bank <input type="radio"/> Communication/Publication <input type="radio"/> Behavioral Health <input type="radio"/> Sheltering <input type="radio"/> Ham Radio Operator <input type="radio"/> |
| Radio operators License #: _____ Frequency & call sign: _____ |
| Second Languages: |

| |
|---|
| Location Presence(s) for Responding (check all that apply): |
| City of Woburn <input type="radio"/> Region 4A <input type="radio"/> Neighboring Communities <input type="radio"/> Region 4A (30+ communities) <input type="radio"/> New England <input type="radio"/> East Coast <input type="radio"/> Anywhere in US <input type="radio"/> Anywhere in the World <input type="radio"/> |

A Criminal Background Check (CORI) is required of all Volunteers:

Please complete the CORI Request Form which is included in your packet and return it along with your application.

Signature: _____ Date: _____

Privacy Act Statement:

This information is requested by Region 4A, the Woburn Board of Health / Medical Reserve Corps for the purpose of organizing volunteers and staff to respond to public emergencies. It will not be utilized or released for any other purpose without your expressed written permission unless required by law.

Please Return to:
City of Woburn
Board of Health
10 Common Street Woburn, MA 01801
781-897-5920



The Commonwealth of Massachusetts
 Executive Office of Health and Human Services
 Department of Public Health
 250 Washington Street, Boston, MA 02108-4619

DEVAL L. PATRICK
GOVERNOR

TIMOTHY P. MURRAY
LIEUTENANT GOVERNOR

JUDYANN BIGBY, MD
SECRETARY

JOHN AUERBACH
COMMISSIONER

MSARG
G

CORI REQUEST FORM

Mass Dept. of Public Health-MA Responds has been certified by the Department of Criminal Justice Information Services (formerly the Criminal History Systems Board) for access to conviction and pending criminal case data. As an applicant/employee for _____, I understand that a criminal record check will be conducted for conviction and pending criminal case information only and that it will not necessarily disqualify me. The information below is correct to the best of my knowledge.

Applicant/Employee Signature

APPLICANT/EMPLOYEE INFORMATION (PLEASE PRINT)

| | | |
|---|--|---|
| _____ LAST NAME | _____ FIRST NAME | _____ MIDDLE NAME |
| _____ MAIDEN NAME OR ALIAS (IF APPLICABLE) | _____ PLACE OF BIRTH | |
| _____ DATE OF BIRTH | _____ SOCIAL SECURITY NUMBER (Requested, not required) | _____ ID Theft Index PIN* (if applicable) |

MOTHER'S MAIDEN NAME

CURRENT AND FORMER ADDRESSES:

SEX: _____ HEIGHT: ___ ft. ___ in. WEIGHT: _____ EYE COLOR: _____

STATE DRIVER'S LICENSE NUMBER: _____
 (include state of issue)

***THE ABOVE INFORMATION WAS VERIFIED BY REVIEWING THE FOLLOWING FORM OF GOVERNMENT ISSUED PHOTOGRAPHIC IDENTIFICATION: _____

REQUESTED BY: _____
SIGNATURE OF CORI AUTHORIZED EMPLOYEE

*The DCJIS Identity Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft Index PIN Number by the DCJIS. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. All CORI request forms that include this field are required to be submitted to the DCJIS via mail or by fax to 617-660-4614.



Attached is a CORI Request Form. Please complete the requested information, sign, and return the Form to the program for which you have volunteered either in person or by postal mail. Your photo identification will need to be checked by your local program administrator before you volunteer for an event. Program addresses are below. If you have questions please email maresponds@state.ma.us or phone Lindsay Tallon at 617.994.9836.

Amherst MRC

Katy Conover
Unit Coordinator
70 Boltwood Walk
Amherst, MA 01002
kmvbconover@gmail.com

Berkshire MRC

Corinne McKeown
Unit Coordinator
38 Avery Lane
Great Barrington, MA 01230
cmckeown@wmmrc.org

Franklin MRC

Robert Dean
Director of Regional Services
Franklin Regional Council of Governments
425 Main Street
Greenfield, MA 01301
bdean@frcog.org

Grafton MRC

Dawn Farmer
Administrative Assistant
30 Providence Road
Grafton, MA 01519
farmerd@grafton-ma.gov

Greater Fall River MRC

Alvin McMahon
Director
c/o Town Nurse
115 Wood Street
Somerset, MA 02726
almblyesky@aol.com

Hilltown MRC

Larry Holmberg
Unit Director
P.O. Box 176
Chesterfield, MA 01012
lhholmberg@the-spa.com

MSAR Program

MA Dept. of Public Health
Lindsay Tallon, MSPH, CPH
Emergency Preparedness Bureau
250 Washington Street
Boston, MA 02108
Lindsay.Tallon@state.ma.us

Nonotuck MRC

Trish Abbott
MRC Director
50 Payson Avenue
Easthampton, MA 01027
nurse@easthampton.org

South Hadley/Granby MRC

Frosty Bean
Unit Coordinator
66 Fort Square West
Greenfield, MA 01301
bfrostine@yahoo.com

University of Massachusetts MRC

Katy Conover
Unit Coordinator
714 N. Pleasant Street, Arnold House 320
Amherst, MA 01002
kmvbconover@gmail.com

Wilbraham MRC

Terry Nelson
Unit Coordinator
P.O. Box 236
Wilbraham, MA 01095
tnelson5282@charter.net

Preparing a 72 hour kit

There are many types of disasters: floods, fires, earthquakes, hurricanes and tornadoes. It is estimated that after a major disaster, it may take up to three days for relief workers to reach some areas. It would be wise to consider a Go Pack that you could live on for 7-10 days. In such a case, if you live in a disaster prone area a 72-hour kit is the minimum you should have available.

Plan your go pack accordingly to your family's size.

- 1-2 gallons of water per person, should be stored for sanitation and drinking
- Method of water purification
- Food
- 72+Hour Supply of Food and Water
- Warmth and Shelter
- Windproof/waterproof matches
- Second method to start a fire
- Tent/shelter
- Wool-blend blanket or
- Sleeping bag
- Emergency reflective blanket
- Lightweight stove and fuel
- Hand and body warm packs
- Poncho
- Light Sources
- Flashlight with batteries
- Candle
- Light stick
- Tools
- Pocket knife
- Shovel
- Hatchet or Axe
- Sewing kit
- 50-foot nylon rope
- First Aid
- First aid kit and supplies
- Burn gel and dressings
- Bottle of potassium iodide tablets
- Communications
- Radio with batteries or radio with alternate power sources
- Whistle with neck cord
- Personal Sanitation
- Personal comfort kit (include soap, day toothbrush and gel, comb, tissue, sanitary napkins, razor), and other needed items
- Extra Clothing
- A complete outfit of appropriate clothing for each family member. Include extra socks, underwear, hat, sturdy shoes, and gloves
- Money
- At least \$50 in small bills in your kit. Be sure to include quarters and dimes for phone calls
- Stress Relievers
Games, books, hard candy, inspirational reading. For children: small toys, paper and pen, favorite security items
- Important Papers
Copies of documents important to your family (such as birth certificates, marriage licenses, wills, insurance forms), phone numbers you might need, credit card information
- Additional Items
 - Extra food
 - Camp stove Mess kits and other cooking equipment
 - Sun block
 - Insect repellent Portable toilet - Special medication, extra glasses
 - Portable Container
 - Durable water resistant duffel bag, frame pack or day pack

For additional copies of this kit list go to <http://www.region4a.org>



MRC CORE COMPETENCIES

CORE COMPETENCIES FOR MRC VOLUNTEERS

We encourage all active members of a Medical Reserve Corps unit, at a minimum, be able to:

1. Describe the procedure and steps necessary for the MRC member to protect health, safety, and overall well-being of themselves, their families, the team and the community.
2. Document that the MRC member has a personal and family preparedness plan in place.
3. Describe the chain of command (e.g., Emergency Management Systems, ICS, NIMS), the integration of the MRC, and its application to a given incident.
4. Describe the role of the local MRC unit in public health and/or emergency response and its application of a given incident.
5. Describe the MRC member's communication role(s) and processes with response partners, media, general public, and others.
6. Describe the impact of an event on the mental health of the MRC member, responders, and others.
7. Demonstrate the MRC member's ability to follow procedures for assignment, activation, reporting, and deactivation.
8. Identify limits to own skills, knowledge, and abilities as they pertain to MRC role(s).

Medical Reserve Corps



MRC Websites-General Information

The sites below are a good starting point for gathering information related to the Medical Reserve Corp.

National MRC site-includes

links to general implementation manuals

introductory brochure

Q&As

<http://www.medicalreservecorps.gov/page.cfm?pageID=12>

State MRC site-includes

list of all MRCs in the state

general information

Forms, sample operating procedures

Q&As

<http://www.mamedicalreservecorps.org/>

Region 4A MRC site-includes

training opportunities

list of resource materials

general information

<http://www.region4a-mrc.org/>
