



**MID-MICHIGAN DISTRICT HEALTH DEPARTMENT**  
 An Accredited Local Public Health Department [www.mmdhd.org](http://www.mmdhd.org)

**CLINTON**  
 Branch Office  
 1307 E. TOWNSEND RD.  
 ST. JOHNS, MI 48879-9036  
 989-224-2195

**GRATIOT**  
 Branch Office  
 151 COMMERCE DRIVE  
 ITHACA, MI 48847-1627  
 989-875-3681

**MONTCALM**  
 Branch Office  
 615 N. STATE ST., STE. 1  
 STANTON, MI 48888-9702  
 989-831-5237

**ADMINISTRATIVE OFFICES**  
 SUITE 2  
 615 N. STATE STREET  
 STANTON, MI 48888-9702  
 989-831-5237

**Board of Health**  
 Jack A. Enderle  
 Patricia K. Gillis  
 Tom Lindeman  
 Paul E. McNamara  
 Roland Merignac  
 Carl Paepke

**KIMBERLY SINGH, M.A.**  
 Health Officer

**ROBERT GRAHAM, DO, MPH, FAAFP**  
 Medical Director

November 3, 2010

**TO:** Hospital Administrators, ER/ED Physicians, Infection Control Nurses, State Police, County Sheriff, City Police, School Superintendents, Central Dispatch, Emergency Services Coordinators, County Commissioners, and County Administrator/Controllers

**RE:** PROCEDURE FOR REPORTING HEALTH RELATED EMERGENCIES

Health related emergencies could occur at anytime. Such emergencies include: hazardous waste spills; suspected water borne/food borne illnesses, communicable diseases; biological, chemical and radiological accidents, and; prolonged power outages affecting food and water supplies and sewage disposal. Such incidents should be reported to the Mid-Michigan District Health Department in a timely manner. In order to provide accurate information and execute more expeditious service and/or investigations, we recommend the following procedure:

1. Obtain the name, address and telephone number of the informant(s) and/or victim(s) and the attending physician(s), if appropriate.
2. Call the Mid-Michigan District Health Department Main Office in Stanton, at (989) 831-5237, press 7 for Administration. If the department is closed, please contact one of the persons listed below or call our **24/7 pager** at (989) 276-0260.

| TITLE                                                                                                         | NAME, RESIDENCE, PHONE NUMBER                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>MEDICAL DIRECTOR</b><br><br><b>E-Mail: <a href="mailto:rgraham@mmdhd.org">rgraham@mmdhd.org</a></b>        | <b>Robert W. Graham, D.O., M.P.H., F.A.A.F.P.</b><br>613 N. Pine River<br>Ithaca, MI 48847<br>(989) 875-2383<br>Pager: (989) 920-9123<br>Cell: (989) 506-7911 |
| <b>HEALTH OFFICER</b><br><br><b>E-Mail: <a href="mailto:ksingh@mmdhd.org">ksingh@mmdhd.org</a></b>            | <b>Kimberly Singh, M.A., C.H.E.S.</b><br>425 Condensery Road<br>Sheridan, MI 48884<br>(989) 291-3023<br>Cell: (989) 330-0070                                  |
| <b>DEPUTY HEALTH OFFICER</b><br><br><b>E-Mail: <a href="mailto:bduhamel@mmdhd.org">bduhamel@mmdhd.org</a></b> | <b>Bruce Du Hamel, R.S., M.S.A</b><br>151 Richland North<br>Hemlock, MI 48626<br>(989) 642-8723<br>Cell: (989)295-7582                                        |

PROCEDURE FOR REPORTING HEALTH RELATED EMERGENCIES

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| TITLE                                                                                                                                      | NAME, RESIDENCE, PHONE NUMBER                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <b>EMERGENCY<br/>PREPAREDNESS<br/>COORDINATOR</b><br><br><b>E-Mail: <a href="mailto:lfarquharson@mmdhd.org">lfarquharson@mmdhd.org</a></b> | <b>LYNDA FARQUHARSON, B.A.A.</b><br>9078 Lighthouse Dr.<br>Lake, MI 48632<br>(989) 588-0176<br>Cell: (989) 763-3577                   |
| <b>DIRECTOR OF<br/>COMMUNITY HEALTH AND EDUCATION</b><br><br><b>E-Mail: <a href="mailto:atabor@mmdhd.org">atabor@mmdhd.org</a></b>         | <b>Andrea B. Tabor, R.N., B.S.N., M.P.H.</b><br>3327 Sloan Road<br>Sheridan, MI 48884<br>Home: (989) 235-5117<br>Cell: (989) 506-2631 |
| <b>DIRECTOR OF<br/>ENVIRONMENTAL<br/>HEALTH SERVICES</b><br><br><b>E-Mail: <a href="mailto:bgouin@mmdhd.org">bgouin@mmdhd.org</a></b>      | <b>Bob Gouin, R.S.</b><br>306 S. Second St.<br>P.O. Box 292<br>Shepherd, MI 48883<br>Cell: (989) 506-2627                             |

If you are unable to get an answer at one of the above numbers, please call one of the following emergency numbers according to the nature of the emergency:

HEALTH RELATED: Michigan Department of Community Health  
(517) 335-9030

ENVIRONMENT RELATED: Pollution Emergency Alerting System  
1-800-292-4706

3. Please obtain the following information from the person placing the call:
  - a. Number of people affected
  - b. Name and address
  - c. Name of treating physician and hospital
  - d. Patient's condition
  - e. Can patient be interviewed?
  - f. Symptoms, if any, and time of on-set

Sincerely,



Robert W. Graham, D.O., M.P.H., F.A.A.F.P.  
Medical Director