

Amateur Radio Communication Plan for Region E Hospitals

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Introduction to the Amateur Radio Communication Plan for Region E Hospitals

The Communication Plans for the entire Region E in this document are incomplete at this time. This document was originally developed specifically for a Live Exercise that was conducted on Feb. 20, 2008. In this exercise the Athens Regional Medical Center served as the Net Control Station since it was the better station at the time. The Georgia Public Health 10 EOC station was not completely set up and there was no equipment at the Georgia Public Health 2 EOC.

Although this document was designed for an exercise it provides information concerning Region E and can be used as a building block to construct a complete Amateur Radio Communication Plan for Region E Hospitals. The potential development of this plan depends on what we learn from future exercises, and the installation of Amateur Radio equipment at hospitals, public health sites, and county EOCs. The is plan was originally based on 17 hospitals in Region E, however, this Region was split in 2009 into E and B. Region E now has two hospitals that are in Public Health District 2 and eight that are in Georgia Public Health District 10.

Traffic Handling, Repeaters, and the Net Control Station

The NE4GA repeater is located in an area that is easy for all stations to access. It is also located in an excellent location for communicating with the hospitals in Public Health District 2 in North Georgia as well as all hospitals in Public Health District 10.

When the hospitals are using VHF to pass traffic to another station, the receiving station should be prepared to switch to another repeater. If the communicators know of a repeater that the other station can communicate through, then they should make that request when asked to pass traffic, otherwise it will be up to the Net Control Station to choose a repeater that traffic can be passed through. There may be cases where the traffic will have to go through the NE4GA repeater, but that should be kept to a minimum if at all possible.

A repeater chart has been included to help the Net Control Station with repeater choices for traffic handling. The basic principle is to keep the main frequency clear for net control to direct the traffic.

Types of Messages

- 1) Informal Traffic - Tactical
- 2) Formal messages
 - ❖ Radiograms
 - ❖ ICS-213 General Message Forms
- 3) Drill or exercise traffic. During live exercises begin and end each message with “Test Message” and when contacting another station to state, “This is a drill”.

Tactical and Record Communications

In any emergency response amateur radio operators should be able to pass traffic in many different formats over different types of nets. In most situations there will be an operational net as well as a resource net. Traffic may be passed as tactical communications or record communications. Record communications are formal written messages sent by voice, data or CW and is considered part of the official record. This includes the NTS Radiogram or the ICS-213 General Message Form.

Tactical Communications

- Tactical communications are real-time info for immediate command and control purposes. These are communications that do not require a written formal message. And include:
 - Direct communications between third parties
 - Life-safety matters when timing is critical
 - Most routine task assignments
 - Most routine task completions
 - Most routine resource coordination
 - Field response coordination such as football games, road races, and SkyWarn.
 - Examples would be communications for:
 - Red Cross at a football game – “Net control, this is Station 5. We are responding to an incident in Section 223 and will report with more information once we arrive”.
 - Road races – “Net control, the first runner has just passed the Sanford and Carlton Road intersection”.
 - Red Cross disaster response – “Net control; please inform the Hull shelter that supplies will not arrive for another hour due to road closures”.
 - Hospitals and Public Health – All stations please be advised that self-transported victims may have been exposed to the nerve agent Sarin”.
 - SkyWarn Net - “All stations be advised that a second front is moving into the area and high winds and lightning are expected.”
 - If the net is in response to a disaster, the routine exchanges should be recorded as line items in the ICS Form 309 Communication Log.

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Record Communications

- A formal written message is needed for “record” communications. Use a formal message for:
 - 1) Station activation and closure
 - 2) Damage assessments
 - 3) Shelter and EOC status
 - 4) Situation up dates
 - 5) Declarations
 - 6) Resource requests
 - 7) ICS facility relocations

Most of these communications will be on behalf of the served agencies. However, there will be times during activation and deactivation that record communications should be generated by amateur radio operators.

Passing the ICS-213 NIMS Message via Amateur Radio

Many organizations conducting emergency response and emergency management are utilizing the National Incident Management System (NIMS) methodologies. Amateur radio operators should be prepared to pass traffic utilizing the ICS-213 form. Most formal traffic will use the ICS-213 message form but the ARRL Radiogram may be used in some cases. Both the tactical and formal traffic will be logged on the ICS-309 form. Although not all emergency agencies presently use these forms, it is our responsibility to use it as part of the Incident Command System.

Although we as amateur radio operators have used the ARRL Radiogram to pass formal traffic, we need to also adopt to the ICS methods. There have been some suggestions on how to pass traffic for the ICS-213 form, but none have been finalized as the final official method. Until a final decision has been made this plan will use the protocol on the next few pages for passing formal messages via amateur radio using the ICS-213 form and keeping a log with the ICS-309 form.

Radiograms are effective because all parties know how to read and copy the message that is delivered using NTS techniques. In fact, some of the NTS methods can be used with the ICS-213 to make the traffic handling more precise. Also, most amateur radio operators are familiar with the technique.

ICS-213 Procedure

Although the suggested method is not a standard at this time, it will at least give us some experience at using the form. Since it does not incorporate a word count, the message must be passed with great care. The method is slow and requires feedback from the receiver to assure proper recording. Some amateur radio organizations have developed more complex methods and forms for passing the ICS-213 format and perhaps these should be considered at some point.

Keep in mind that formal messages, which are originated locally, are "record communications" which are public records and part of the formal incident log maintained by the served agency. The NIMS ICS-213 message form is becoming the standard for inter-agency messages during emergencies.

The most important features of a formal message are:

- (a) the date and time of the message,
- (b) the originator or sender of the message,
- (c) the intended recipient or addressee of the message,
- (d) the message body or content.
- (e) the signature of the person sending the message

Operation for sending Formal Traffic Using the ICS-213 Form

Identify your traffic as being formal. For example: "I have formal ICS 213 traffic for Athens Regional Medical Center". This alerts the receiving station to what type of traffic is being passed and that although it is formal it is not a radiogram.

The originating operator should read about 5 words at a time slowly, and then pause to allow the receiver a chance to ask for fills or a repeat. If no fill is needed then the receiver should say "go ahead" or "copy".

The originating operator should spell out unusual names and words. He can do that by saying "I spell" followed by the spelling.

Punctuations are important and when reading the message the originating operator should say each punctuation, such as a period, comma or question mark.

The end of message is marked by the originating operator saying the procedural phrase "End of message".

Example: On-the-air Radio Protocol for Form ICS-213

In this exchange, operator "O" is the originating station, and "R" is the receiving station.

O: Please copy an ICS-213 message.

R: Ready to copy.

O: To: Chuck Gulley, Position: Clarke County EMA Coordinator (*release PTT key and pause*)

R: Copy

O: From: Athens Regional Medical Center (*release PPT key and pause*)

R: Copy

O: Subject: Severe Weather Coordination (*release PPT key and pause*)

R: Copy

O: Date: April 29 (*release PPT key and pause*)

R: Copy

O: Time 8:15 am (*release PPT key and pause*)

R: Copy

Example: On-the-air Radio Protocol for Form ICS-213 (continued)

O: Message: Will Clarke County EMA be available for coordination of response during severe weather Question Mark (release PPT key and pause)

R: Repeat after "response"

O: during severe weather Question Mark (release PPT key and pause)

R: Copy

O: Signed Phil Carpenter (release PTT key and pause)

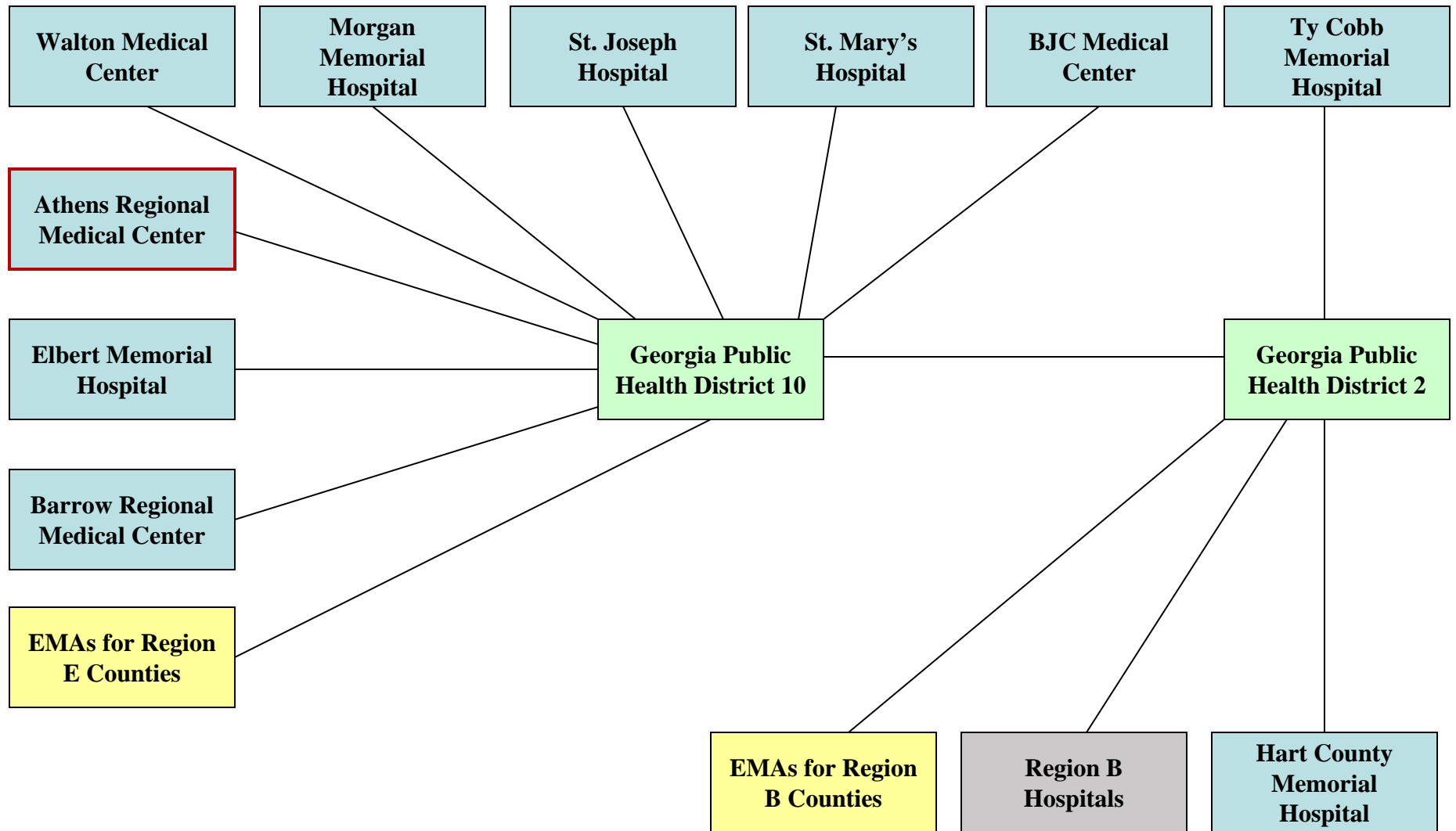
R: Copy

O: End of Message

R: Message copied

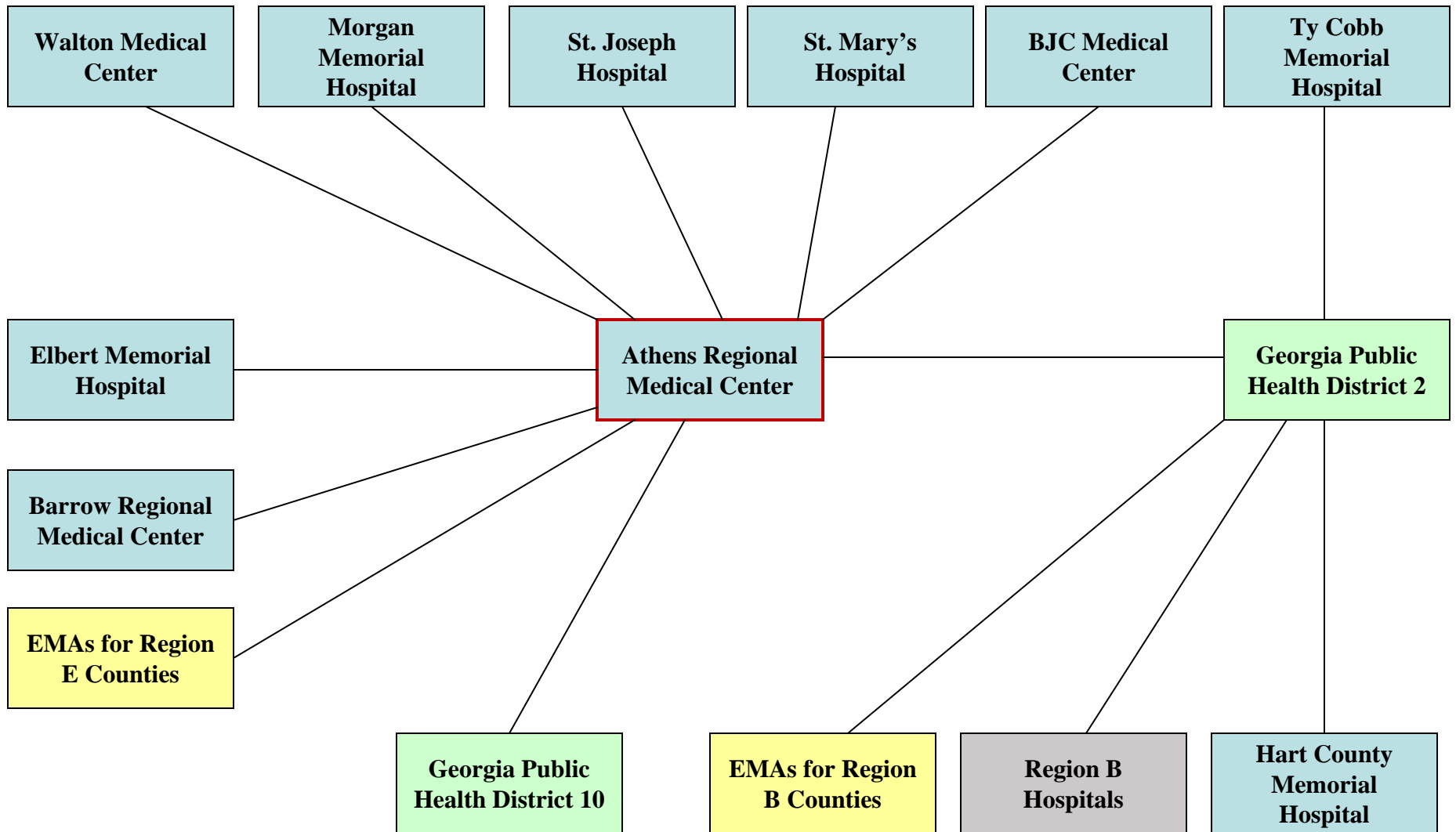
Region E Hospital

Amateur Radio Communication Plan A



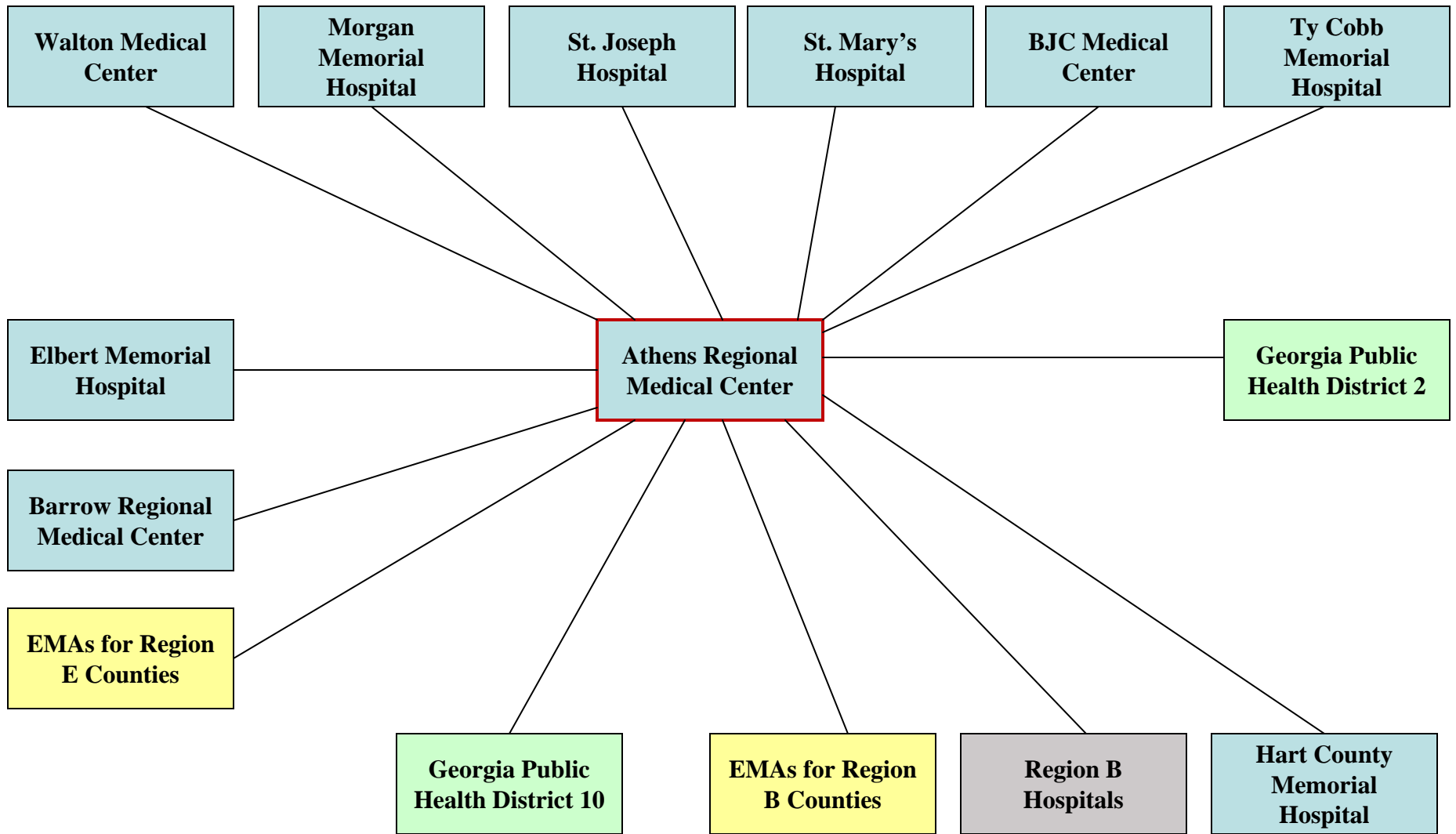
Region E Hospital

Amateur Radio Communication Plan B



Region E Hospital

Amateur Radio Communication Plan C



Georgia Public Health District 2

County Health Departments

Franklin
Hart



Hospitals

Ty Cobb Memorial Hospital (Royston, Franklin Co.)
Hart Co. Hospital (Hartwell, Hart Co.)

Region E contains only 2 counties from Public Health District 2.
There are 12 other counties in that District. They are included in Region B.

Georgia Public Health District 10

County Health Departments

Barrow
Clarke
Elbert
Greene
Jackson
Madison
Morgan
Oconee
Oglethorpe
Walton



Hospitals

Barrow Regional Medical Center (Winder, Barrow Co.)
Athens Regional Medical Center (Athens, Clarke Co.)
St. Mary's Hospital (Athens, Clarke Co.)
Elbert Memorial Hospital (Elberton, Elbert Co.)
St. Joseph's Hospital (Greensboro, Greene Co.)
BJC Medical Center (Commerce, Jackson Co.)
Morgan Memorial Hospital (Madison, Morgan Co.)
Walton Medical Center (Monroe, Walton Co.)

Repeaters in Region E

<i>Location</i>	<i>Output Freq</i>	<i>Input Freq</i>	<i>Call Sign</i>	<i>CTCSS T</i>
Athens	146.745	downshift	KD4QHB	123.0
Athens	146.955	downshift	KD4AOZ	123.0
Athens	442.950	upshift	N4ZRA	179.9
Lavonia	146.715	downshift	K4NVG	100.0
Hartwell	146.895	downshift	N4VNI	100.0
Elberton	146.625	downshift	NG4Q	
Madison	146.865	downshift	WB4DKY	179.9
Colbert	147.300	upshift	N4ALE	123.0
Athens/Crawford	147.375	upshift	K4TQU	127.3
Bogart	147.000	upshift	W4EEE	85.4
Watkinsville	147.045	upshift	KD4AOZ	123.0
Commerce	147.225	upshift	NE4GA	123.0
Monroe	147.270	upshift	WE4RC	88.5

Repeaters accessible to Hospitals

Location	Repeaters	ARMC	BJC Hospital	St. Mary's Hospital	Minnie Boswell Memorial	Walton Med. Center	Ty Cobb Memorial	North GA Med. Center
Athens	KD4QHB							
Athens	KD4AOZ							
Madison	WB4DKY							
Colbert	N4ALE							
Athens/Crawford	K4TQU							
Watkinsville	KD4AOZ							
Commerce	NE4GA							
Athens	N4ZRA							
Monroe	WE4RC							
SIMPLEX	SIMPLEX							

Repeaters accessible to Public Health and County EMAs

Location	Repeaters	GPH 10 EOC	Banks Co. EMA	Clarke Co. EMA	Jackson Co. EMA	Walton Co. EMA	Oconee Co. EOC
Athens	KD4QHB						
Athens	KD4AOZ						
Madison	WB4DKY						
Colbert	N4ALE						
Athens/Crawford	K4TQU						
Watkinsville	KD4AOZ						
Commerce	NE4GA						
Athens	N4ZRA						
Monroe	WE4RC						
SIMPLEX	SIMPLEX						



THE AMERICAN RADIO RELAY LEAGUE RADIOGRAM

VIA AMATEUR RADIO



NUMBER	PRECEDENCE	HX	STATION OF ORIGIN	CHECK	PLACE OF ORIGIN	TIME FILED	DATE
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TO

THIS RADIO MESSAGE WAS RECEIVED AT

AMATEUR STATION _____ PHONE _____

NAME _____

STREET ADDRESS _____

CITY, STATE, ZIP _____

TELEPHONE NUMBER

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

FROM REC'D	DATE	TIME	TO SENT	DATE	TIME
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THIS MESSAGE WAS HANDLED FREE OF CHARGE BY A LICENSED AMATEUR RADIO OPERATOR, WHOSE ADDRESS IS SHOWN IN THE BOX AT RIGHT ABOVE. AS SUCH MESSAGES ARE HANDLED SOLELY FOR THE PLEASURE OF OPERATING, NO COMPENSATION CAN BE ACCEPTED BY A "HAM" OPERATOR. A RETURN MESSAGE MAY BE FILED WITH THE "HAM" DELIVERING THIS MESSAGE TO YOU. FURTHER INFORMATION ON AMATEUR RADIO MAY BE OBTAINED FROM ARRL HEADQUARTERS, 225 MAIN STREET, NEWINGTON, CT 06111

THE AMERICAN RADIO RELAY LEAGUE, INC. IS THE NATIONAL MEMBERSHIP SOCIETY OF LICENSED RADIO AMATEURS AND THE PUBLISHER OF QST MAGAZINE. ONE OF ITS FUNCTIONS IS PROMOTION OF PUBLIC SERVICE COMMUNICATION AMONG AMATEUR OPERATORS. TO THAT END, THE LEAGUE HAS ORGANIZED THE NATIONAL TRAFFIC SYSTEM FOR DAILY NATIONWIDE MESSAGE HANDLING.

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THE AMERICAN RADIO RELAY LEAGUE RADIOGRAM

VIA AMATEUR RADIO



NUMBER	PRECEDENCE	HX	STATION OF ORIGIN	CHECK	PLACE OF ORIGIN	TIME FILED	DATE
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TO

THIS RADIO MESSAGE WAS RECEIVED AT

AMATEUR STATION _____ PHONE _____

NAME _____

STREET ADDRESS _____

CITY, STATE, ZIP _____

TELEPHONE NUMBER

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

FROM REC'D	DATE	TIME	TO SENT	DATE	TIME
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ICS-213 (ARES Version)

NUMBER	PRECEDENCE (Circle One)	FROM STATION	CHECK	PLACE OF ORIGIN	DATE FILED	TIME FILED
	Emer Pri Routine	Ops H&W				

TO:		POSITION:	
FROM:		POSITION:	
SUBJECT:			

MESSAGE BODY:				
SIGNATURE:		POSITION:		

RECEIVED BY:		RECEIVED DATE:		RECEIVED TIME:	
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REPLY:				
DATE:	TIME:	SIGNATURE/POSITION:		

Georgia Regional Coordinating Hospitals

Coordinating Hospitals

Region	Hospital
A	Hamilton Medical Center
B	Northeast Georgia Health System
C	Floyd Medical Center
D	Grady Health System
E	Athens Regional Medical Center
F	The Medical Center of Central Georgia
G	Medical College of Georgia
H	Oconee Regional Medical Center
I	The Medical Center
J	Memorial Health University Medical Center
K	Phoebe Putney Memorial Hospital
L	Tift Regional Medical Center
M	Satilla Regional Medical Center
N	WellStar Kennestone Hospital
Ped	Children's Healthcare of Atlanta

