



**Length:** 1 Days

**Cost:**

There is no fee for the course. SOEM provides course materials and instructors. Food, lodging & transportation costs are the responsibility of participants.

**Completion:**

Participants who actively participate and attend all hours of the program will receive a Certificate of Completion for the course.

**How to Request this Course:**

Request this course through your County Emergency Manager. County Emergency Managers, please submit a course request form through your SOEM Regional Office

**Contact Us:**

New York State Office of  
Emergency Management  
Training & Exercises Section  
(518) 292-2351 or  
OEMTraining@dhses.ny.gov  
<http://www.dhses.ny.gov/oem/training/>

# Training Information Bulletin

**TRAINING COURSE AVAILABLE UPON REQUEST**

## Hospital Command Center (HCC)

### Description

The New York State Office of Emergency Management is sponsoring a hospital specific training course designed to address the target capability of providing coordination for incident management through the activation and operation of the emergency hospital command center.

### Topics & Issues to be Covered

- Hospital Basics and Legal Aspects
- Coordination, Cooperation, and Communication
- Hospital Staffing and Organization
- Hospital Activation
- Incident Command System
- Agency Participation
- Emergency Support Functions
- Management and Support Staff
- Hospital Management
- Meetings and Briefings
- Incident Action Planning
- Emergency Declarations and Orders
- SOPs/SOGs and Job Aids for Hospitals

### Prerequisites

All participants should come already familiar with the jurisdiction's Comprehensive Emergency Management Plan (CEMP) and 2.) Hospital operating procedures and guidelines, as well as; 3.) Participants should also have an understanding of the Hospital Incident Command System (ICS) and have completed training, at a minimum, at the I-100.HCb 'Introduction to the Incident Command System (ICS-100) for Healthcare/Hospitals. This program can be completed on-line at:  
<http://training.fema.gov/EMIWeb/IS/is100HCb.asp>

### Who Should Attend

Individuals identified to staff the hospital command center, management, long-term health care facilities, and support personnel.