



# Evacuation of Facilities In Disaster Systems

## Background:

The eFINDS application is the Health Commerce System (HCS) platform for tracking evacuee movement. eFINDS captures minimal amounts of data, and allows facilities to track the evacuees as they move to other facilities, facility types or temporary shelters. This information is shared in real time with HCS authorized users statewide.

eFINDS is a role based application, therefore, the HCS Coordinator will need to assign the appropriate HCS users to the eFINDS Reader (for LHDs & NYSDOH ROs), or the facility eFINDS Data Reporter or eFINDS Reporting Administrator role. A key component to the success of this system is training of staff within facilities. It is vital that all facilities ensure an adequate number of staff are trained in the use of eFINDS equipment and the eFINDS system should the need arise to use it.

## Purpose of Training:

This course is an instructor led webinar demonstration. At the end of the training session, the participant will be able to:

- List the new statuses in eFINDS 3.0 and the corresponding actions and buttons used to update the status.
- Determine which report to select to review certain data about an operation, a facility or person, and which reports can be exported.

As an **Evacuating/Sending** facility

- Determine best method to register people and update their statuses to Evacuated, SIP or Repatriated.

As a **Receiving** facility

- determine the best method to receive people from an evacuating facility, and update their status to Received, Repatriated Initiated or Will Not Repatriate.

## Target Audience:

- Hospitals
- Non-acute Facilities
- Local County Health Departments
- NYSDOH Regional Offices



## To Register for Scheduled Live webinar:

Click <https://www.nylearnsph.com> and enroll in the NYSDOH Learning Management System (LMS) for course number is CTI-502.

## ★ To View Recorded Training at Your Convenience:

Copy and Paste this link in a fresh browser window

<https://meetny.webex.com/meetny/lsr.php?RCID=adc9ce1f49e1466882d4da72edc1f465>

**Note:** A quick registration is required, but completion certificates are not offered.

For eFINDS Supplies send email to [efinds@health.ny.gov](mailto:efinds@health.ny.gov)

1. Quantity (##) based on licensed bed
2. Name of facility
3. Facility ID (PFI)
4. Shipping Point of Contact info, if real evacuation wristbands are shipped.

## Technical Questions Regarding eFINDS Application:

Contact Commerce Training Institute at 518-473-1809 or [hcsoutreach@health.ny.gov](mailto:hcsoutreach@health.ny.gov)