



## **The Certified Hospital Emergency Coordinator (CHEC)**

incorporates concepts of mitigation, preparedness, response, and recovery in an "all-hazards" approach to ensure that hospitals are prepared to provide continued care during emergencies and disasters. Currently, CHEC is divided into a Basic and Advanced course and are taught integrating emergency management with the regulatory context in which hospitals operate. The CHEC courses have been well received both domestically and internationally since the course's inception in 2008.

These courses are well suited for:

- Hospital Emergency Coordinators
- Incident Command Team & Emergency Management Committee Members
- Healthcare Coalitions and Public Health
- Emergency Departments and Hospital Staff
- County Emergency Managers
- First Responders (EMTs, police, fire)
- Long-term Care, Nursing homes, and Hospice

**THE BASIC COURSE:** This is a two-day classroom-based course. The course will provide students with an introduction to emergency management principles, key components and regulations of emergency preparedness and response programs. Upon completion of the Certified Hospital Emergency Coordinator (CHEC) Basic course, the hospital emergency coordinator (HEC) will be able to demonstrate the ability to make critical decisions needed to reduce the potential threats to life and property using an "all hazards" approach to disaster management. This will be accomplished by making certain that the HEC: understands the components of the overall healthcare system, knows the threats to the hospital and the community, understand the emergency planning process, understands emergency management principles and can demonstrate effective leadership during an incident. The course focuses on tasks and skills that have been identified as essential to the role of the HEC

TOPICS:

- Course Introduction and Overview
- Hospital Preparedness Program
- Emergency Management Overview
- Federal, State & Local Overview: The Process when Disaster Strikes
- NIMS/ICS/HICS Overview
- Regulations and Standards
- The CHEC Roles in Integrated Response
- Gaining Support for the Emergency Operation Plan (EOP)
- Prerequisites for EOP Creation: Hazard Identification and Assessment
- The EOP
- Emergency Communications and The Hospital Command Center

**THE ADVANCED COURSE - PLANS AND EXERCISES:** This is a one-day intensive course on plans and exercises. The course will provide hospital emergency coordinators with an in-depth guide detailing plan basics, plan development, annexes and appendices to plans, implementation of plans, evaluating plans for quality, and exercising a plan.

TOPICS:

- EOP Basics
- Plan Development
- Annexes and Appendixes
- Plan Implementation
- Evaluating Plan for Quality
- Exercises