

**UNIVERSITY OF ROCHESTER FINGER LAKES REGIONAL TRAINING CENTER (FLRTC)
ALBANY MEDICAL CENTER REGIONAL TRAINING CENTER (AMC-RTC)
STONY BROOK UNIVERSITY HOSPITAL REGIONAL TRAINING CENTER (MARO-RTC)
NEW YORK STATE DEPARTMENT OF HEALTH - OFFICE OF HEALTH EMERGENCY PREPAREDNESS**

**Evacuation of Facilities in Disasters Systems – Train the Trainer
HPP Deliverable #8
RTC-eFINDS-TTT**

Background:

eFINDS is a tracking system/application on the Health Commerce System (HCS) that should be used by a healthcare facility in the event of an emergent, urgent or planned evacuation. The application captures minimal amounts of data and allows facilities to track the patient/resident movement to other facilities, facility types or temporary shelters.

Purpose of Training:

It is critical that all facilities ensure an adequate number of staff trained in the use of the eFINDS system and equipment. The goal of this training is to develop a cadre of eFINDS trainers from each healthcare facility. Facility Trainers should conduct at least one live facility based training during BP4 in order to ensure a 24/7/365 eFINDS capability commensurate with facility size (HPP Deliverable #9).

Target Audience:

Staff person(s) who will be responsible for conducting eFINDS Facility-Based Training (HPP Deliverable #9)

Prerequisites:

Prior to attending this training participants must meet the following pre-requisites:

- A current and active Health Commerce System (HCS) account. If you have a Health Commerce Account, it must be active (you have accessed Commerce within the past six months).
- Assigned an eFINDS role in the Communications Directory as an **eFINDS Reporting Administrator** by your HPN Coordinator.
- Completion of the CTI-500 eFINDS webinar course (found on LMS) or have viewed the recording of the course and/or possess a working knowledge of eFINDS.

Required Equipment/Supplies:

- NYSDOH issued eFINDS Scanner
- 9 unused eFINDS training/demo barcodes per workstation
- Laptop if training is NOT in computer lab
- [eFINDS Quick Reference Card](#)
- Copy of the training slides (emailed to registrants 1 week prior to session)

Upcoming Training Dates:

- **June 28, 2016 @ 9:00am – 3:00pm**
Oswego Hospital
110 West Sixth Street
Oswego, NY 13126
Computer Training Room, 4th Floor of Building 1910

Registration:

Please click <https://www.nylearnsph.com>
Search Course Catalog for **RTC-eFINDS-TTT** to register for training.

Questions Regarding NYSDOH Learning Management System (LMS):

Direct questions to edlearn@health.ny.gov

eFINDS Technical Questions/Issues:

Direct questions to hcsoutreach@health.ny.gov

eFINDS General Questions/Assistance:

Direct questions to efinds@health.ny.gov

Questions Regarding Training:

- FL Regional Training Center – Anne D’Angelo
Phone: (585) 758-7640
anne_dangelo@urmc.rochester.edu

eFINDS Resource Materials:

- <https://commerce.health.state.ny.us>
(Documents > Hospital > Preparedness > E-FINDS)
- wrhepc.urmc.edu - [eFINDS](#)