



EVHC

**Eastern Virginia
Healthcare Coalition**

Building Partnerships in Preparedness

**Healthcare Emergency Management Professional
Training Matrix**

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Purpose

The Healthcare Emergency Management Professional Training Matrix is the compendium guide to the Core Competencies for Healthcare Emergency Management Professionals. The Training Matrix is the recommended pathway to meeting many of the competencies needed by Healthcare Emergency Managers in the Eastern Virginia Healthcare Coalition region.

Scope

This document is written for all healthcare facility employees who have a role in developing, overseeing and maintaining their Emergency Operations Plan and Emergency Preparedness Programs. Healthcare facilities in both documents include but are not limited to acute care facilities, free standing Emergency Departments, Long Term Care/Skilled Nursing facilities, Community Health Centers, local clinics and surgical centers.

The education and training listed here were developed for two audiences:

- Facility Healthcare Emergency Managers
- Healthcare System Emergency Managers

The Facility Healthcare Emergency Manager Training Matrix is divided into four sections based on the 2017-2022 Health Care Preparedness and Response Capabilities, and sub-divided by benchmark time in position. The goal of this document is to have the full matrix completed within 18 months of employment as a Healthcare Emergency Manager at a single facility or several small facilities.

The Healthcare System Emergency Manager Education and Training Matrix is for a person that is hired at a corporate level to oversee several healthcare facilities Emergency Management programs. This matrix is divided into a basic or base level and a Healthcare Emergency Management Professional level. The base level can be used as pre-requisite or on the job requirement for "hire" by a healthcare system.

The Healthcare Emergency Management Professional training requirements should be used to gain additional emergency management education and experience that is specific to the EVHC and Commonwealth of Virginia.

This is a living document that will be updated and refined as needed.

Many of the listed competencies and training courses are not exclusive to the Eastern Virginia Healthcare Coalition. Obtaining knowledge and skills by completing the Recommended Core Competencies for Healthcare Emergency Management Professionals and the Healthcare Emergency Management Professional Training Matrix proves that one can effectively accomplish the basic goals and objectives of the new and evolving field of healthcare emergency management not only at a local and regional level but also a state and national level.

CEU's/CEC's

The majority of these courses offer Continuing Education Units (CEU) or Continuing Education Credits (CEC). If CEU's or CEC's are not listed in registration process for a course, one should contact the course host prior to registering for the course.

Facility Healthcare Emergency Manager – Training Matrix

Applicable 2017-2022 Capabilities	Name of Training Course
Capability 1. Foundation for Healthcare and Medical Readiness - Healthcare Incident Command System	IS-700.a National Incident Management System, an Introduction
Should be completed within 1 – 6 months of hire.	IS-100.HCb Introduction to Incident Command System
	IS-200.HCa Applying ICS to Healthcare Organizations
	IS-800.b National Response Framework, an Introduction
	ICS-300 Intermediate Incident Command System
	IS-201 – ICS Forms For Incident Action Plan or Incident Command Systems Forms Review (MGT 347)
Capability 1. Foundation for Healthcare and Medical Readiness	IS-230 Fundamentals of Emergency Management
Should be completed within 6 – 12 months of hire.	IS-235.b Emergency Planning
	IS-240.b Leadership and Influence
	IS-241.b Decision Making and Problem Solving
	IS-242.b Effective Communications
	IS-120 An Introduction to Exercises
	IS-130: Exercise Evaluation and Improvement Planning
	IS-808: Emergency Support Function (ESF) #8 – Public Health and Medical Services

	IS-806: Emergency Support Function (ESF) #6 – Mass Care, Emergency Assistance, Housing, and Human Services
	IS 244.b Developing and Managing Volunteers
	Certified Hospital Emergency Coordinator (CHEC) Basic
	Certified Hospital Emergency Coordinator (CHEC) Adv. Through to CHEC Level III
	OR
	Framework for Healthcare Emergency Management (FRAME) (optional)
	Healthcare Coalition Response Leadership Course (optional)
Continuity of Healthcare Service Delivery	IS 546.a: Continuity of Operations Awareness Course
Should be completed within 6 – 12 months of hire.	IS 547.a: Introduction to Continuity of Operations
Healthcare and Medical Response Coordination	Mass Casualty Incident Management - Module I
Should be completed within 12-18 months of hire.	IS-702.a NIMS Public Information Systems
	IS-703.a NIMS Resource Management Course
	EOC Management and Operations - G775
	And
	Healthcare Leadership for Mass Casualty Incidents (MGT 901) (optional)
	Incident Command: Capabilities, Planning and Response Actions for All Hazards (MGT 360) (optional)

	Virginia Healthcare Alerting and Status System – For Acute Care Facilities
	OR
	Virginia Healthcare Alerting and Status System – For Long Term Care Facilities
	Virginia Healthcare Alerting and Status System – Sending an Alert
	EVHC Area Wide Radio System
Medical Surge	
Mass Causality Incidents	Virginia Patient Tracking
Should be completed within 12 – 18 months of hire.	Hospital Emergency Response Training for Mass Casualty Incidents (PER 902) (optional)
	Hospital Emergency Response Training for Mass Casualty Incidents TrT (PER 903-1) (optional)
Hazardous Materials for Healthcare	Commonwealth of Virginia Terrorism Awareness Training
	OR
	AWR -160 Terrorism Awareness For Emergency First Responders
	HAZMAT for Healthcare Providers: Operations Level
CBRNE	VDH: Introduction & Overview of the CHEMPACK Program
Security	IS-907 Active Shooter – FEMA
	Suspicious Activity Reporting - SAR Training for Hometown Security Partners

	IS-914 Surveillance Awareness: What You Can Do
Fatality Management	Introduction to Mass Fatalities

Healthcare System EM – Education and Training Matrix

Base Education	Undergraduate or Master’s in Emergency Management or equivalent such as Crisis Management, Public Safety Management
	OR
	FEMA EMI Emergency Management Professional Program (EMPP) including the Basic, Advanced, Executive Academies combined with a MBA degree.
	OR
	At least 3 years’ experience as a Healthcare Professional Emergency Manager
	<i>Completed EVHC Core Competencies for Healthcare Emergency Management Professionals</i>
	<i>Completed full EVHC Facility Healthcare Emergency Management Professionals – Training Matrix</i>
Healthcare Emergency Management Professional	Completed EVHC Core Competencies for Healthcare Emergency Management Professionals
	All courses completed on the EVHC Facility Healthcare Emergency Management Professionals – Training Matrix
	AND
	Virginia Emergency Management Association - Professional Emergency Manager Certification