2015 Coastal Storm Planning - NYC
HealthCare Facility Profile (HCF) Application and
HealthCare Facility Evacuation Center (HEC) Training

Background

The NYSDOH and its planning partners have continued their efforts to streamline healthcare facility evacuation planning and enhance operations of the Healthcare Facility Evacuation Center (HEC).

The HEC is a tactical communications and coordination center that centralizes support to an evacuation of hospitals, nursing homes, adult care facilities, veteran's and psychiatric hospitals. The HEC supports evacuating and sheltering in place (SiP) healthcare facilities with information, bed availability and transportation resources, troubleshooting and the repatriation of healthcare facilities following an event.

The HCF profile application, introduced for the 2015 storm season, is a new system which will facilitate HCF send/receive arrangement planning and replaces surveys that were conducted in prior years.

Goal
To provide hospitals, nursing homes and adult care facilities with an introduction and training on the new HCF Profile application and updates regarding HEC planning.

Target Audience

Staff from **NYC** based hospitals, nursing homes and adult care facilities that are responsible for evacuation planning and response as well as repatriation.

NYSDOH Faculty

- Nikhil Natarajan, Deputy Director, Office of Health Emergency Preparedness (OHEP)
- Information Technology Services (ITS) Trainer - TBD

Training Dates and Locations

- June 24, 2015 @ 1:30 – 4:30 pm Greater NY Hospital Association, 15th Fl. 555 W 57th St, NY, NY 10019
  OR
- June 25, 2015 @ 1:30 – 4:30 pm Greater NY Hospital Association, 15th Fl. 555 W 57th St, NY, NY 10019

Sessions are limited to 60 attendees. Additional sessions may be scheduled as needed.

Registration

Click on https://www.nylearnsph.com and search Course Catalog for **OHEP-Profile-2015.** Follow instructions below.

NYSDOH Learning Management System (LMS)
Direct questions to edlearn@health.state.ny.us or call 518 474-2893.

Questions Regarding Training

Direct questions to prepedap@health.ny.gov or 518 474-2893.

To enroll in "NYC HCF Application & HEC Training" click

https://www.nylearnsph.com

USERNAME:

PASSWORD:

LOGIN

Not registered yet?
CLICK HERE
to register with us

1. **If you have a LMS Username and Password then login and proceed to Step 3. If you do not have a LMS Username and Password then proceed to Step 2.**

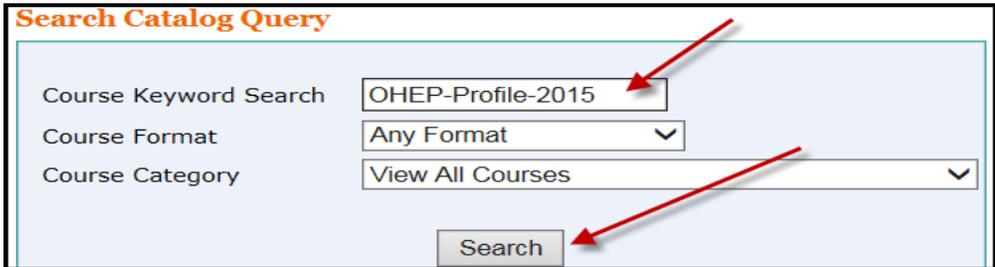   **If you forgot your Username and Password use the "Password Retrieval" function.**

   Home
   Getting Started
   Course Catalog
   Conference
   Calendar
   Contact Us
   Password Retrieval
   User Help

2. **Select** *CLICK HERE* **to register** and complete the registration form
   - **Choose your own** username & password
   - Fill in all required fields, denoted with an asterisk (*****)
   - Please <u>include</u> your **organization's name** in the first line of your work address
   - Birth year, while not required, is requested to help identify duplicate records
   - Please include your Agency Information.
   - Click **Submit Your Registration**.

   Search for and Enroll in "OHEP-Profile-2015"

   Home
   Getting Started
   My Assessments
   My Courses
   Course Catalog
   Conference
   Calendar

3. Now that you are logged into the LMS select **Course Catalog** from the **navigation menu** on the left side of the screen.

4. Enter course keyword **OHEP-Profile-2015** and then click "**Search**"

   Search Catalog Query

Course Keyword Search	OHEP-Profile-2015
Course Format	Any Format
Course Category	View All Courses

   Search

5. **After clicking** *"Search"* on previous page you will be brought to the next page. Scroll own and click on Course Name **"NYC HCF Application & HEC Training".**

Emergency Preparedness

Course Name	Course #	Formats	Completion Hours	User Rating
NYC HCF Application & HEC Training	OHEP-Profile-2015	Face to Face	3	No one has rated this course.

1

6. **Click Enroll button for the training date you are available to attend.** Please note dates of training are in descending order.

Enrollment Deadline	Section	Course Format	Start/End Dates	Meeting Times	Location	Instructor (s)	Speaker (s)
Enroll Ongoing	June 25, 2015 @ 1:30 pm – 4:30 pm	Face to Face	6/25/2015 to 6/25/2015	Meeting Times	Location		
Enroll Ongoing	June 24, 2015 @ 1:30 pm – 4:30 pm	Face to Face	6/24/2015 to 6/24/2015	Meeting Times	Location		

7. **After clicking** the **Enroll** button you will be taken to a page that confirms successful enrollment in the course.

You have successfully registered for OHEP-Profile-2015 NYC HCF Application & HEC Training. It is now part of your Current Courses in My Courses.

8 **Once you are enrolled** you will receive a confirmation email from NYLearnsPH@cade.uic.edu. Please check your SPAM if you do not receive the confirmation email to ensure that future emails from NYLearnsPH@cade.uic.edu are not blocked by your server.

Thank you for registering for the following New York State Department of Health Learning Management System (LMS) course:

COURSE NUMBER AND NAME: OHEP-Profile-2015 NYC HCF Application & HEC Training
SECTION: June 25, 2015 @ 1:30 pm - 4:30 pm MEETING TIME(S):
 6/25/2015 1:30 PM - 4:30 PM

LOCATION:
 Greater NY Hospital Association
 555 W 57th Street
 NY, NY 10019
 Phone: 212 246-7100