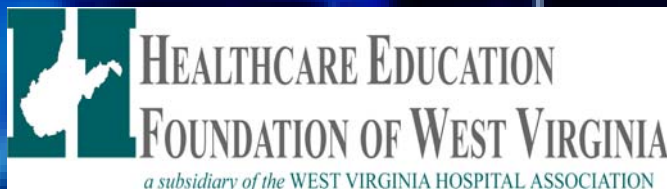


# Hospital Incident Command Systems Training

*Preparation, Planning and Practice Makes Perfect*

August 23—Buckhannon  
August 24—Morgantown

*Presented and Sponsored by:*



# Overview of the Training Sessions

This program will build on the theories and skills taught in the previous sessions. When the participant completes this session he/she should be prepared to teach the Hospital Incident Command System program to others. This program has a pre-requisite for attendance: they must have previously attended an introductory HICS program.

## Objectives

**Attendees of this program will:**

1. Discuss the regulatory requirements for using an ICS
2. Review the basic ICS principles in application to health care
3. Understand the roles and relationships of the Incident Management Team
4. Understand the principles of Incident Action Planning
5. Utilize the HICS tools in overall planning, response and recovery to conduct a facilitated, scenario-based exercise

## Who Should Attend

The program leader suggests the hospital select its participant team from the following staff: CEO/COO; medical staff director; medical care director with oversight for inpatient treatment; medical director of the emergency department; director of disaster planning; director of nursing; director of human resources; director of safety; and hospital communications director.

**Registration Fee is \$50 per attendee**

# Tentative Agenda For All Sessions

8:00 am	Registration
8:30 am	Program Begins
10:30—10:45am	Morning Break
10:45 am—12:00 pm	Program Continues
Noon—1:00 pm	LUNCH—Provided
1:00 pm	Program Continues
4:30 pm	Adjournment



# Faculty

**MARLA R. KENDIG, MS, CEM®, CIH** Over 17 years in emergency management involving multi-disciplinary and multi-agency planning and multi-county/multi-state training and exercise development. 12 years as Emergency Management Program director for training and response in Level I Trauma Centers, including 6 years as Regional Healthcare Coordinator and chair of regional consortium managing the ASPR Grants for 11 counties of SE MN. Medical Systems' Emergency Management Officer in 5 month response to 2005 Gulf Hurricanes and 2007 SE Minnesota floods. Research Scientist at medical and pharmaceutical international companies overseeing invitro, invivo, and clinical research programs, as well as Safety Officer and ERT lead. Administrator of Respiratory Protection Programs at Level I medical systems including advisor for 2009 H1N1 Pandemic Influenza, plus Life Safety Officer overseeing construction, building, and systems compliance. Chair of Emergency Management Chapter and Fire Safety for accreditation and regulatory compliance.

**HICS Center, Washington DC:**

Consultant  
National Advisory Board

**Mayo Clinic Rochester, Rochester, MN:**

Emergency Management & Fire Safety Program Manager  
Administrator of Respiratory Protection Program

**Regional Hospital Resource Coordinator**

SE MN and Tri-State chair of consortium for ASPR Healthcare Preparedness Grants

**Hennepin County Medical Center, Minneapolis, MN:**

Director of Safety (Safety Officer and Emergency Preparedness Officer)  
Industrial Hygienist

**ALZA Corporation, Mpls., MN:**

Sr. Research Chemist/ Microbiology Department Manager/Site Safety Coordinator  
R/ D transdermal drug delivery

**Medtronic, Inc., Mpls, MN:**

Associate Research Scientist for R/D iontophoresis and implantable drug delivery

**PROFESSIONAL AFFILIATIONS**

Member of the National Hospital Incident Command System (HICS) Advisory Committee working with American Hospital Association, Department of Homeland Security, Department of Health and Human Services Administration, FEMA, Joint Commission and 20 health care experts from across the United States to enhance the HICS program. <http://www.hicscenter.org> International Association of Emergency Managers (IAEM), Association for Minnesota Emergency Managers (AMEM)

## August 23, 2010 Session

### LOCATION

St. Josephs Hospital of Buckhannon  
1 Amalia Drive  
Buckhannon, WV 26201

### .DIRECTIONS TO HOSPITAL

I-79  
Merge onto I-79N towards Clarksburg  
Merge onto US-119N / US-33 E via Exit 99 toward Buckhannon / Elkins  
Take CR-12 / Main Street Ramp  
Turn Right onto Amalia Drive  
1 Amalia Drive is on the left

## August 24, 2010 Session

### LOCATION

Waterfront Place Hotel  
Two Waterfront Place  
Morgantown, West Virginia 26501  
(304) 581-2823

### DIRECTIONS TO HOTEL

*Located in Morgantown's Wharf District*

#### From I-64 & I-77

Merge I-77 N Toward Parkersburg/Huntington  
Keep Right to take I-79 N Toward Clarksburg  
Merge to I-68 E via Exit 148 Toward Cumberland  
Take the US-119 exit, Exit 1, Toward University Avenue  
Turn Left onto US-119/Grafton Road, Continue to follow US-119  
Turn Left onto Waterfront Place

## CEU Information

WVHA is authorized to award pre-approved Category II (non-ACHE) continuing education credit for this seminar towards advancement, recertification or reappointment in the American College of Healthcare Executives (ACHE). Participants in this program wishing to have the continuing education hours applied toward Category II credit should list their attendance when applying for advancement, recertification, or reappointment in ACHE.

The West Virginia Hospital Association is approved as a provider of continuing education for registered professional nursing in West Virginia, #WV2001-0339RN.

WVHA/HEF is approved as a provider of continuing education for licensed practical nursing in West Virginia, #WVBPN170.

WVHA/HEF is approved as a provider of continuing education for respiratory practitioners in West Virginia, #BORC04-06-072.

All participants will receive a Certificate of Attendance at the conclusion of the seminar. Many national, state and local licensing boards and professional organizations will grant continuing education credit for attendance at this seminar when you submit the course outline (save the brochure) and your Certificate of Attendance. It is recommended you contact your own board or organization to find out what is required.

***NOTE:** Full attendance for the entire session(s) is a prerequisite for receiving full continuing education credits. If a participant needs to leave early, his or her continuing education credits will be reduced.*

HICS 2010 Training Registration Form—ONE FORM FOR EACH ATTENDEE

FEE = \$50 per Attendee



Please **CHECK** the Location You Will Be Attending

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August 23, 2010—St. Josephs Hospital  
of Buckhannon  
Buckhannon, WV

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August 24, 2010—Waterfront Place  
Morgantown WV

Name \_\_\_\_\_  
Title \_\_\_\_\_  
Facility \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ FAX \_\_\_\_\_  
E-Mail \_\_\_\_\_

*Communications regarding meeting will be done via email*

To register for this seminar, please complete the form above and return with remittance to Tamra Goodall CPS/CAP, 100 Association Drive, Charleston, WV 25311. Please make all checks payable to HEF.

**Credit Card Information (please check one):**

\_\_\_ VISA \_\_\_ MasterCard \_\_\_ Discover \_\_\_ American Express

Card Number \_\_\_\_\_ Exp Date \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Signature \_\_\_\_\_

You may fax your registrations to 304/344-9745 or e-mail tgoodall@wvha.org. All fax/e-mail registrations must be accompanied by a credit card payment.

**Cancellation Policy**

All cancellations are subject to a \$25 non-refundable processing fee. There will be no refunds on or after **two weeks prior to the program**, but substitutions are permitted.

HEF has the right to change presenters for this program. Also, HEF reserves the right to postpone or cancel this program for which registrants will be fully refunded. If you register late, please contact HEF at 304/344-9744 prior to the program to confirm your reservation.