

The Near Southwest Preparedness Alliance Presents:  
**Certified Hospital Emergency Coordinator  
Basic & Advanced**

**Basic (Level I) Course Overview – June 26-27:**

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.
- Understand the components of the overall healthcare system
- Know the threats to the hospital and the community
- Understand the emergency planning process
- Understand emergency management principles
- Lead others during an incident

The course focuses on 27 tasks and skills that have been identified as essential to the role of the HEC and is delivered using lecture, facilitated discussion, performance based training and practical exercise instruction. Students will also receive a Student Handbook and an E-Resource containing comprehensive reference material.

**Advanced (Level II) Course Overview – June 28:**

The CHEC Level II is a single-day course that builds upon the basic course and focuses on **(Basic CHEC required)**:

- The comprehensive Hospital Emergency Management Program (HEMP)
- The Emergency Operations Plan (EOP) - building an EOP from the ground up
- Conducting training exercises to evaluate and educate on the EOP

**Recommended for Basic CHEC:**

- FEMA IS-100 or IS-100.HCb: Introduction to Incident Command System (or equivalent)

**Recommended for Advanced CHEC:**

- FEMA IS-120 Introduction to Exercises
- FEMA IS-235 Emergency Planning

June 26-28, 2018  
8:00 a.m. - 5:00 p.m.

Jefferson College of Health Sciences  
101 Elm Ave. (Room 619)  
Roanoke, VA

**Registration Details**

Basic CHEC: [www.nspa1.org/basic](http://www.nspa1.org/basic)

Advanced CHEC: [www.nspa1.org/advanced](http://www.nspa1.org/advanced)

Enrollment Key: NSPA618

TARGET AUDIENCE: Hospital Emergency Coordinators, Healthcare Incident Command Team Members, Long-Term Care Leadership, Public Health Emergency Coordinators, Infection Control Professionals, Local Emergency Managers. Others not listed here may be accepted on a case by case basis.

