



2016 Coastal Storm Planning
Health Care Facility Evacuation Center (HEC)
Health Care Facility (HCF) Guidance
Webinar Training

Background

The NYSDOH and its planning partners have continued their efforts to streamline and enhance healthcare facility coastal storm planning.

The HEC HCF Guidance is designed to provide HCFs in New York City and the adjacent counties of Westchester, Nassau and Suffolk with an overview of important concepts and procedures that need to be known and understood in order to plan for, respond to and recover from a large scale, multi-facility, multi-jurisdictional evacuation event related to a coastal storm.

Goal

To provide updates and revisions regarding the 2016 HEC HCF Guidance. Overview of Guidance will include key areas of coastal storm planning that are important to health care facilities:

- HEC procedures and time lines;
• Types of information needed for evacuation;
• Request for temporary suspension of regulations (waivers); and
• Transportation Assistance Levels (TALS).
• Question and Answer section that addresses many common issues faced by health care facilities.

Webinar Training Dates
(choose one):

Table with 2 columns: Day, Date and Time. Rows: Thursday July 28th @3:00 - 4:00 pm, Monday August 1st @11:00 - 12:00 pm

Target Audience

Hospital, nursing home, adult care facility and county health department staff that are responsible for evacuation planning and response as well as repatriation in the following counties:

- Bronx
• Brooklyn
• Manhattan
• Queens
• Staten Island
• Westchester
• Suffolk
• Nassau

Office of Health Emergency Preparedness (OHEP) Faculty

- Michael Perillo, Manager, Healthcare Facilities Preparedness
• Patricia Moran, Coastal Storm Planner

How to Register

To register for the webinar, please click https://www.nylearnsph.com and follow attached instructions below to enroll in the NYSDOH Learning Management System (LMS). Course number is OHEP-HECGuidance-2016.

Questions Regarding LMS

Direct questions to edlearn@health.state.ny.us.

Questions Regarding Training

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



If you wish to participate in this training, please enroll in the NYSDOH Learning Management System (LMS) at [www.NYlearnsPH.com](http://www.NYlearnsPH.com)

### HEC Health Care Facility Guidance

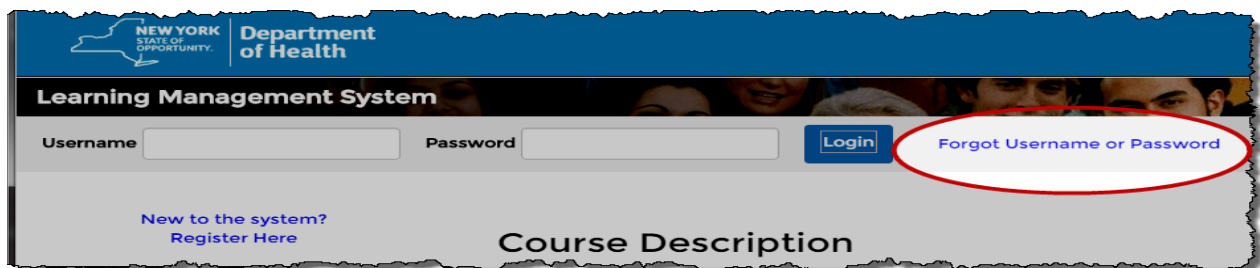
1. If you already have a LMS Username and Password then login and proceed to step 3.

If you do NOT have a LMS Username or Password then select **NEW TO SYSTEM** button to register and complete the registration form.

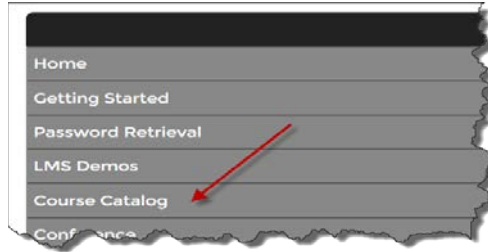


- Choose your own username & password
- Fill in all required fields, denoted with an asterisk (\*)
- Please include your Facility name in the first line of your work address
- Birth year, while not required, is requested to help identify duplicate records
- Click **Submit Your Registration**.

2. If you forgot your Username and Password use the "Forgot Username or Password" function on the top of Home Page.



- Once you have logged in or successfully submitted your registration you should click [Course Catalog](#) from left panel menu.



- Enter [OHEP-HECGuidance-2016](#) in the Course Keyword Search and click [Search](#) button.

**Search Catalog Query**

**Course Keyword Search**

**Course Format**

**Course Category**

- Scroll down page and click on [HEC Health Care Facility Guidance Webinar](#).

**Emergency Preparedness**

Course Name	Course #	Formats	Completion Hours	User Rating
<a href="#">HEC Health Care Facility Guidance Webinar</a>	OHEP-HECGuidance-2016	WebEx	1	No one has rated this course

- Click **Enroll** button for training you want to attend (you are not able to register for more than one training). **Please note: dates are in ascending order.**

**OHEP-HECGuidance-2016 HEC Health Care Facility Guidance Webinar**

Enrollment Deadline	Section	Course Format	Start/End Dates	Details	Instructor(s)	Speakers
<input type="button" value="Enroll"/> Ongoing	<a href="#">August 1, 2016 @11am-12pm</a>	WebEx	8/1/2016 to 8/1/2016	<a href="#">Meeting Times</a>		
<input type="button" value="Enroll"/> Ongoing	<a href="#">July 28, 2016 @3-4pm</a>	WebEx	7/28/2016 to 7/28/2016	<a href="#">Meeting Times</a>		

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

### Course Catalog - Registration

[Course Catalog](#) | [Program Catalog](#) | [Advanced Search](#) | [Recommended Courses](#) | [Required Courses](#)

You have successfully registered for OHEP-HECGuidance-2016 HEC Health Care Facility Guidance Webinar. It is now part of your Current Courses in [My Courses](#).

8. **You will then receive a confirmation email from [cade@uic.edu](mailto:cade@uic.edu).** If you do not receive this email then check SPAM and notify your IT department to allow emails.

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

COURSE NUMBER AND NAME: OHEP-HECGuidance-2016 HEC Health Care Facility Guidance Webinar

9. **A few days before the webinar you will receive a reminder email** which will contain login information for webinar as well as password. Sender will be [cade@uic.edu](mailto:cade@uic.edu). **SAVE THIS EMAIL and follow instructions the day of webinar.**

10. **On the day of webinar** simply login the LMS with your Username and Password. From the Home Page, find **My Current Courses** (top right menu) and select the **Launch Course** button for **OHEP-HECGuidance-2016**. Follow instructions for logging into webinar. Password is **welcome2**.