



**EHPC**

Eastern Healthcare

Preparedness Coalition

**Core Competencies  
for  
Healthcare Emergency  
Management Professionals**

## Purpose

The Core Competencies for Healthcare Emergency Management Professionals is a recommended pathway to meeting many of the competencies needed by Healthcare Emergency Managers in the Eastern North Carolina Healthcare Coalition region. These courses have been selected as both instructional for the novice and refreshers for the experienced Emergency Management (EM) professionals.

## Scope

This document is written for all healthcare facility employees who have a role in developing, overseeing, and maintaining their Emergency Operations Plans and/or Emergency Preparedness Plans. The Eastern Healthcare Preparedness Coalition (EHPC) is one of 8 healthcare coalitions in North Carolina. All 8 coalitions are funded by the Assistant Secretary for Preparedness and Response (ASPR) Healthcare Preparedness Program (HPP) grant. The selected courses have been divided into the 4 HPP capabilities and 2 additional categories:

- Incident Command System
- Healthcare and Medical Response Readiness (capability 1)
- Healthcare and Medical Response Coordination (capability 2)
- Continuity of Healthcare Service Delivery (capability 3)
- Medical Surge (capability 4)
- Healthcare Emergency Management

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

## Certification

The majority of these courses offer certifications or Continuing Education Units (CEU). Upon completion of all of the required courses an additional certificate of completion will be provided by EHPC. The EHPC Healthcare Emergency Manager Basic or Advanced Certification will be emailed once proof of course completions have been submitted and validated by EHPC staff. Each course has a recommended timeline of completion however courses may be completed any time. These courses do not need to be completed within a defined timespan however, the course list may periodically change and only the most current list of courses will count towards certification.

Certification remains active for one year. In order to re-certify, participation in one emergency healthcare focused functional or full scale exercise and one communications exercise *annually* are required, with proof of participation. Real life disaster response may be used in place of exercise if documentation of participation is provided in IAP (Incident Action Plan). EHPC offers annual healthcare emergency exercises and biannual (twice a year) communications exercises.

## BASIC CERTIFICATION

INCIDENT COMMAND SYSTEM		
COURSE NAME LINKS MAY PERIODICALLY CHANGE	RECOMMENDED TIMELINE	DATE COMPLETED
<a href="#">IS-700.b Introduction to the National Incident Management System</a>	First 6 months	
<a href="#">IS-100.c Introduction to Incident Command System</a>	First 6 months	
<a href="#">IS-200.c Basic Incident Command System for Initial Response</a>	First 6 months	
<a href="#">IS-800.d National Response Framework, an Introduction</a>	First 6 months	
<a href="#">CDP Hospital Incident Command System</a>	6-12 months	
ICS- 300 Intermediate ICS for Expanding Incidents	6-12 months	
ICS- 400 Advanced ICS Command and General Staff-Complex Incidents	6-12 months	

HEALTHCARE AND MEDICAL RESPONSE READINESS		
COURSE NAME LINKS MAY PERIODICALLY CHANGE	RECOMMENDED TIMELINE	DATE COMPLETED
<a href="#">IS-230 Fundamentals of Emergency Management</a>	First 6 months	
<a href="#">IS-120.C: An Introduction to Exercises</a>	First 6 months	
<a href="#">IS-235.C: Emergency Planning</a>	6-12 months	
<a href="#">IS-240.C: Leadership and Influence</a>	6-12 months	
<a href="#">IS-241.C: Decision Making and Problem Solving</a>	6-12 months	
<a href="#">IS-242.C: Effective Communication</a>	6-12 months	
<a href="#">CDP Healthcare Facility Preparedness</a>	6-12 months	
<a href="#">PACE Planning</a> *	6-12 months	

HEALTHCARE AND MEDICAL RESPONSE COORDINATION		
COURSE NAME LINKS MAY PERIODICALLY CHANGE	RECOMMENDED TIMELINE	DATE COMPLETED
<a href="#">IS-703.B: National Incident Management System Resource Management</a>	First 6 months	
<a href="#">IS-2200: Basic Emergency Operations Center Functions</a>	First 6 months	
<a href="#">IC MGT- 360 IC: Capabilities, Planning and Response Actions for All Hazards</a>	6-12 months	
EHPC Communications Exercise	6-12 months	
EHPC Regional Emergency Exercise	6-12 months	
<a href="#">VIPER Radio Training</a> *	6-12 months	

CONTINUITY OF HEALTHCARE SERVICE DELIVERY		
COURSE NAME LINKS MAY PERIODICALLY CHANGE	RECOMMENDED TIMELINE	DATE COMPLETED
<a href="#">IS-1300: Introduction to Continuity of Operations</a>	>12 months	
<a href="#">IS-520: Intro to Continuity of Operations Planning for Pandemic Influenzas</a>	>12 months	

\* These virtual trainings have a quiz to complete as proof of completion. Please email [Stephanie.Seals@ECUHealth.org](mailto:Stephanie.Seals@ECUHealth.org) to receive quiz links.

## ADVANCED CERTIFICATION

\*Advanced certification is awarded after completion of basic certification and the additional courses below.

INCIDENT COMMAND SYSTEM		
COURSE NAME LINKS MAY PERIODICALLY CHANGE	RECOMMENDED TIMELINE	DATE COMPLETED
FEMA 0305 class	>12 months	

HEALTHCARE AND MEDICAL RESPONSE READINESS		
COURSE NAME LINKS MAY PERIODICALLY CHANGE	RECOMMENDED TIMELINE	DATE COMPLETED
<a href="#">IS-130.A: How to be an Exercise Evaluator</a>	>12 months	
<a href="#">IS-244.B: Developing and Managing Volunteers</a>	>12 months	

HEALTHCARE AND MEDICAL RESPONSE COORDINATION		
COURSE NAME LINKS MAY PERIODICALLY CHANGE	RECOMMENDED TIMELINE	DATE COMPLETED
<a href="#">VIPER Healthcare Module</a>	>12 months	

MEDICAL SURGE		
COURSE NAME LINKS MAY PERIODICALLY CHANGE	RECOMMENDED TIMELINE	DATE COMPLETED
Select 3 of the below courses:		
<a href="#">CDP Healthcare Leadership for Mass Casualty Incidents</a>	>12 months	
<a href="#">CDP Hospital Emergency Response Training for Mass Casualty Incidents</a>	>12 months	
<a href="#">CDP Medical Surge Management</a>	>12 months	
<a href="#">CDP Healthcare Facility Mass Fatality Management</a>	>12 months	
<a href="#">CDP Hospital Planning for Mass Casualty Incident Surges: Natural Disasters</a>	>12 months	

HEALTHCARE EMERGENCY MANAGEMENT		
COURSE NAME LINKS MAY PERIODICALLY CHANGE	RECOMMENDED TIMELINE	DATE COMPLETED
<a href="#">Certified Hospital Emergency Coordinator (CHEC) Basic</a>	>12 months	
<a href="#">Certified Hospital Emergency Coordinator (CHEC) Advanced</a>	>12 months	
OR		
<a href="#">Framework for Healthcare Emergency Management (FRAME)</a>	>12 months	

### NOTES:

- Please notify EHPC staff if a link is no longer active
- If you are seeking the EHPC Healthcare Emergency Manager Certification, please email proof of *each* course completion after finishing all of the above required courses. [Stephanie.Seals@ECUHealth.org](mailto:Stephanie.Seals@ECUHealth.org)