

# EMERGENCY MANAGEMENT TRAINING COURSE

## Grand Mercure Wellington Hotel, 345 The Terrace, Wellington

### 7-9 August 2018

This is a three day residential course. The aim of the course is to train Ministry of Health designated officers in aspects of civil defence and emergency management to enable them to be well prepared for any civil defence or emergency management situation where there is a risk to public health, to act with other agencies and fulfil their roles in accordance with the Emergency Management Section of the Environmental Health Protection Manual and the Ministry's National Health Emergency Plan. Specific emphasis will be on applied learning, and some degree of knowledge by participants in the theory and practice of the Coordinated Incident Management System (CIMS) is expected. The format for the course will deliver a more operational, scenario based training and a greater emphasis will be given to facilitated work group sessions. This aims to create an environment where students can learn from and share their experiences with others from around the country.

#### Specific Objectives:

- To introduce attendees and familiarise them with the EMIS log in and navigation
- Provide 'CIMS in Health Training' with an understanding of the IMT roles and responsibilities
- Provide orientation of the MCDEM and NHEP frameworks
- Complete a major incident exercise that tests previous learning outcomes and SOPs used by HPOs.

#### **AT THE CONCLUSION OF THE COURSE GRADUATES WILL HAVE AN APPRECIATION AND UNDERSTANDING OF:**

- The roles and responsibilities of the Ministry of CDEM and MoH under the CDEM Act and National Health Emergency Plan
- Roles and responsibilities of DHBs and PHUs
- MoH Policies re EM including advice to PHUs
- MoH Emergency Management Information System (EMIS)
- Coordinated Incident Management System (CIMS) and Structure for National Coordination
- Science as a tool for Disaster Modelling and Prediction and EM Planning
- Impacts/Threats to New Zealand of Natural Events and the public health implications of the threats e.g. seismic
- Response planning to natural threats
- What constitutes emergency management contingency planning and decision making
- Risk assessment principles
- Functions of an EOC

- The role of teamwork and leadership in enabling emergency management coordination.
- How to work in an EOC setting exercising a significant disaster event – main course exercise

#### **THE COURSE WILL INCLUDE BUT NOT BE LIMITED TO:**

- Updates on National Health Emergency Management Plan and CDEM Act
- MoH policies and plans e.g. S70 Health Act
- Principles of Emergency Management
- Roles and Responsibilities of Public Health and other agencies pre and post disaster
- The structure and operation of an EOC – use of Sitreps
- Contingency plans and art of risk assessment
- The Phases and Effects of Disasters - Case studies
- Responses to natural threats e.g. earthquakes

#### **THE COURSE STRUCTURE WILL PROVIDE FOR:**

- A variety of expert keynote speakers
- Syndicated workshops
- Informative lectures discussing current issues Integrated networking opportunities
- The opportunity to learn from case studies and other agencies' responses e.g. Red Cross, NZDF, PHUs

#### **COURSE FEE:**

Two people per Public Health Service are fully subsidised (four from Auckland DHB and three each from Wellington and Canterbury).

For other registrants the course fee is \$2872.00 (+ GST) per student. This includes airfares, accommodation, meals, lecturer's fees, course notes, course function, airport transfers and course administration.

#### **REGISTER NOW BY:**

Completing a course registration form and forwarding it to the Academic Administrator via:

- Post: SMS Training, P O Box 1364, Invercargill
- Ph: (03) 214 2375
- Fax: (03) 214 2410
- Email: [allison.graham@smsl.co.nz](mailto:allison.graham@smsl.co.nz)

**Registrations close on 6 July 2018.**

*This course is being run by:  
Southern Monitoring Services  
Limited with the support of  
the Ministry of Health*

