Incident Commander

Incident Commander

Incident Action Planning Process:

- 1. Understand Situation
- 2. Set Operational Period
- **3. Determine Priorities**
- 4. Establish specific, measurable objectives
- 5. Select strategies and tactics
- 6. Identify needed resources
- 7. Develop and issue assignments
- 8. Direct, monitor and evaluate response
- 9. Initiate corrective actions

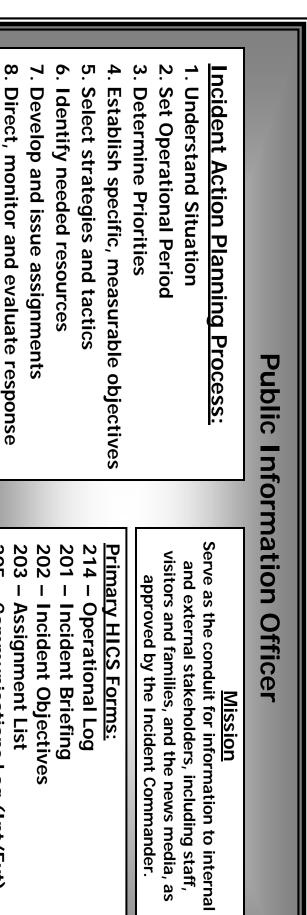
Mission

Organize and direct the Hospital Command Center (HCC). Give overall strategic direction for hospital incident management and support activities, including emergency response and recovery. Authorize total facility evacuation if warranted.

<u>Primary HICS Forms:</u> 214 – Operational Log 201 – Incident Briefing 202 – Incident Objectives

213 – Message Form

Public Information Officer

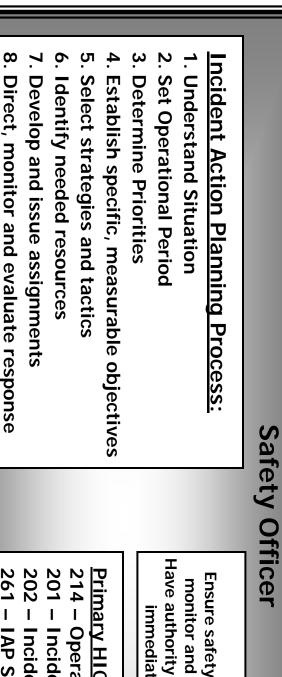


9. Initiate corrective actions

213 – Message Form

205 – Communications Log (Int/Ext)

Safety Officer



Mission

Have authority to halt any operation that poses Ensure safety of staff, patients, and visitors, monitor and correct hazardous conditions immediate threat to life and health.

214 – Operational Log Primary HICS Forms:

- 201 Incident Briefing
- 261 IAP Safety Analysis 202 – Incident Objectives
- 213 Message Form

9. Initiate corrective actions

Liaison Officer

Liaison Officer

Incident Action Planning Process:

- 1. Understand Situation
- 2. Set Operational Period
- 3. Determine Priorities
- 4. Establish specific, measurable objectives
- 5. Select strategies and tactics
- 6. Identify needed resources
- 7. Develop and issue assignments
- 8. Direct, monitor and evaluate response
- 9. Initiate corrective actions

<u>Mission</u>

Function as the incident contact person in the Hospital Command Center for representatives from other agencies.

<u>Primary HICS Forms:</u> 214 – Operational Log 201 – Incident Briefing 202 – Incident Objectives 205 – Communications Log (Int/Ext) 213 – Message Form

Medical /Technical Specialist

Medical / Technical Specialist

Incident Action Planning Process:

- 1. Understand Situation
- 2. Set Operational Period
- 3. Determine Priorities
- 4. Establish specific, measurable objectives
- 5. Select strategies and tactics
- 6. Identify needed resources
- 7. Develop and issue assignments
- 8. Direct, monitor and evaluate response
- 9. Initiate corrective actions

Mission

issues related to an emergency response **Operations Section Chief, as assigned, on** Advise the Incident Commander and/or

214 – Operational Log Primary HICS Forms:

- 201 Incident Briefing
- 202 Incident Objectives
- 213 Message Form

Operations Section Chief

Operations Section Chief

Incident Action Planning Process:

- **1. Understand Situation**
- 2. Set Operational Period
- 3. Determine Priorities
- 4. Establish specific, measurable objectives
- 5. Select strategies and tactics
- 6. Identify needed resources
- 7. Develop and issue assignments
- 8. Direct, monitor and evaluate response
- 9. Initiate corrective actions

Mission

Develop and implement strategy and tactics to carry out the objectives established by the Incident Commander. Organize, assign, and supervise Staging, Medical Care, Infrastructure, Security, Hazardous Materials, and Business Continuity Branch resources.

<u>Primary HICS Forms:</u> 214 – Operational Log 201 – Incident Briefing 202 – Incident Objectives 204 – Branch Assignment List 213 – Message Form

Planning Section Chief

Planning Section Chief

Incident Action Planning Process:

- 1. Understand Situation
- 2. Set Operational Period
- 3. Determine Priorities
- 4. Establish specific, measurable objectives
- 5. Select strategies and tactics
- 6. Identify needed resources
- 7. Develop and issue assignments
- 8. Direct, monitor and evaluate response
- 9. Initiate corrective actions

Mission

Oversee all incident-related data gathering and analysis regarding incident operations and assigned resources, develop alternatives for tactical operations, conduct planning meetings, and prepare the Incident Action Plan (IAP) for each operational period.

<u>Primary HICS Forms:</u> 214 – Operational Log 201 – Incident Briefing 202 – Incident Objectives 203 – Assignment List 204 – Branch Assignment List 213 – Message Form



Finance Section Chief

Finance Section Chief

Incident Action Planning Process:

- 1. Understand Situation
- 2. Set Operational Period
- 3. Determine Priorities
- 4. Establish specific, measurable objectives
- 5. Select strategies and tactics
- 6. Identify needed resources
- 7. Develop and issue assignments
- 8. Direct, monitor and evaluate response
- 9. Initiate corrective actions

<u>Mission</u>

Monitor the utilization of financial assets and the accounting for financial expenditures. Supervise the documentation of expenditures and cost reimbursement activities.

Primary HICS Forms:

- 214 Operational Log
- 201 Incident Briefing
- 202 Incident Objectives
- 204 Branch Assignment List
- 213 Message Form

