**Discussion Board Questions:**

Develop a hospital emergency management committee. How is it structured?

What is their purpose and responsibilities?

Who should be on your EMC and why?

**Student 1 post:**

The hospital emergency management committee will include representatives from the police department, hospital security, information technology services, biological and physical sciences division, laboratory school, financial services, facilities services, and university association. The eight divisions are selected because they make up the critical sectors of a community. For example, the police are responsible for law and order, and therefore their involvement in the committee will be instrumental in developing safety policies. Similarly, information technology services will help identify and purchase the needed machines, while the biological and physical sciences division will become very helpful during the research of various diseases. Each member will be a strategic administrator for the operational area which they represent, and this will enhance timely and quality decisions. Since the divisions are many, each will only send one representative to the committee. They must, however, have an alternate member who can perform in case the elected individual is not available or is incapacitated (The University of Chicago: Safety and Security). The committee will have monthly meetings unless there is an emergency case that requires all members to be present. The chair of the committee will have the power to officiate tasks. The committee’s primary role will be to analyze current emergency initiatives, assess the hospital’s preparedness, recovery and mitigation approaches and after that make necessary adjustments. Additionally, it will facilitate business impact analysis, oversee the development of response plans, investigate all potential risks to the hospitals, manage finances, and oversee the development of operational units within the hospital. The goal is to ensure efficient service deliveries to patients especially during emergencies (Safety and Security). They will also create performance measurement for staff, develop a training curriculum, and provide resources needed to run all the processes within the hospital.

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Safety and Security. (2019). Emergency management committee. Retrieved from https://safety-security.uchicago.edu/emergency\_management/committee.

**Student 2 post:**

**How is a hospital emergency management committee structured?**

Hospital emergency committee is one group that has very critical contributions in specific plans and producers that are laid for emergency response.  The committee work is to ensure preparedness, proper planning and comprehensive approach in areas communication, resources and assets, safety, security, staff responsibilities, utility management, patient clinical and all support activities. Their responsibilities of the committee are managing the disaster situation, taking critical and administrative decisions when required, reviewing the disaster plan, coming up with contingency plans, amendments, modification of the disaster procedures and informing the Government of the situation.

**Who should be on your EMC and why?**

The committee ensures effective emergency response and even implementation.  A committee constitutes like 20 members fetched from 4 groups that are: Clinical staffs, nonclinical staffs, the sections of the facility’s IMS, and the local response community. The members include director/chairman, assistant chairman, Heads of Departments in the following Surgery, Medicine, Neurosurgery, Anesthesiology, Burns & Plastic Surgery, Radiology, Orthopedics, Laboratory Medicine Forensic Medicine, Officer in Medical Store, Nursing Superintendent, Blood Bank Officer, Chief Medical Officer I/C Casualty & Transport-Member Secretary.

**Why they should be on the EMC ?  And What is their purpose and responsibilities?**

In the emergency committee, clinical personnel are key players and should be included. They handle burn issues, surgery, trauma, radiology, blood bank, nursing supervisors critical care services among others that are required to solve the health issues. On-clinical members should also be included, these people inform and liaise with the outside agencies, finance, those who offer information services, safety, and even volunteer coordination’s operations. Representatives of the form the section of the facility emergency operations. These include the manager of such operations in the public, operations and logistics representatives of EOP. Local emergency response community is also important and should be part of the committee reason being is to offer emergency management, emergency medical services and public enforcement.

**Develop a hospital emergency management committee.**

The following is a structure of the committee

**Director/chairman**

**à Assistant Director  ( *Emergency leader team)*  à**

**à Heads of hospital Departments,  )*Coordinators members)  as the following:***

*Medicine - Neurosurgery - Anesthesiology  -  Burns & Plastic Surgery  -  Radiology  -  Orthopedics, Laboratory Medicine  -  Forensic Medicine  -  Officer in Medical Store  -  Nursing Superintendent, Blood Bank Officer  -  Chief Medical Officer  -  I/C Casualty & Transport-Member Secretary   - ٍSafety Officers   -   logistics  -  chaplain services   -  law enforcers - Maintenance*