

# PHEMAP Course Brochure



## 11<sup>th</sup> Inter-regional Course on Public Health and Emergency Management in Asia and the Pacific (PHEMAP-11)

19 - 30 September 2011  
ADPC Thailand  
(exact venue to be announced)

### INTRODUCTION

In 2001, ADPC in collaboration of the two Regional Offices of the World Health Organization (WHO), for South East Asia (SEARO) and the Western Pacific (WPRO) developed and implemented a course on public health and emergency management for Member States of the two WHO regions. This approach gave rise to the development of the *Public Health and Emergency Management in Asia and the Pacific* (PHEMAP) Program. The PHEMAP Steering Committee composed of representatives of WPRO, SEARO, and ADPC, and the principal development cooperation partner (most recently the Royal Government of Norway) provides leadership and direction for the PHEMAP Program which aims to strengthen national capacities for managing health risks of emergencies in the Asia and Pacific regions. The PHEMAP Program has established a technical and organizational framework for the development and implementation of international and national courses over the past nine years since 2001 and will continue its implementation up to 2011.

The 11<sup>th</sup> Inter-regional PHEMAP course is organized by ADPC and WHO (SEARO/WPRO) and will be conducted in **ADPC Thailand** from **19 - 30 September 2011**.

National PHEMAP courses have been implemented in Cambodia, China, Fiji, Mongolia, Lao PDR, the Philippines, Papua New Guinea, Sri Lanka, Thailand, Vanuatu and Viet Nam by Ministries of Health with support from WHO and other agencies. Other activities, such as the Management of the Dead and the Missing in Disasters, have also been organized by ADPC, SEARO, and WPRO. Briefly, the PHEMAP Program's **goal is to strengthen national capacities for managing health risks of emergencies in the WHO Asia and Western Pacific regions.**

### PHEMAP COURSE DESCRIPTION

The course will give greater emphasis to the risk management, program management, operations management and leadership roles of health emergency managers. PHEMAP course will enable graduates to address the challenges of managing emergency health risks by making improvements to the capacity of their respective health emergency management systems and institutions. PHEMAP-10 graduates and all other graduates of the previous PHEMAP courses are also expected to contribute to the development and implementation of PHEMAP courses at national and sub-national levels.

Moreover, PHEMAP courses are specifically designed for people who play critical health emergency management and coordination roles in managing the health risks of emergencies. The inter-regional PHEMAP course will familiarize health emergency managers with policy-making, risk management, emergency response and recovery planning, international standards and regional cooperation. They will be able to adopt roles as a program manager and operations coordinator by applying tools and processes, such as capacity assessment and development, information management, incident management, and risk communication to improve emergency health services that include environmental health, mass casualty management, feeding and nutrition, emergency medical systems, psychosocial support and communicable disease control. Please refer Annex 1 for details regarding the PHEMAP Course Curriculum.

The PHEMAP program objectives are:

1. To enhance the knowledge, skills and attitudes of health human resources at national, sub-national and community levels by offering a range of training courses and capacity building activities.
2. To promote and facilitate regional collaboration and national coordination in health emergency management through the development and implementation of formal and informal networks and other activities.
3. To contribute to capacity building in other regions and countries by offering PHEMAP initiatives.

This course is about learning: opportunities for learning will come from the course facilitators, but it will also come from the interaction with fellow participants from other countries in the Asia Pacific regions, as well as from the extensive range of documentation that the participants will receive.

# PHEMAP Course Brochure

## COURSE METHODOLOGY

The wide variety of experiences that participants bring to the Course requires a design, based on adult learning principles, that builds on their current experiences and gives them the opportunity to practice newly learned knowledge and skills. To make the Course truly useful, participants must also think about how they will use what they learn after they return to their work. An interactive approach will help both facilitators and participants evaluate how well the new information is being learned.

## COURSE STRUCTURE

### **PHEMAP Programme Goal and Objectives**

The goal of the PHEMAP Programme is ***“to strengthen national capacities for managing health risks of emergencies in the Asian and Pacific regions”***.

### **General Learning Objectives**

By the end of the course, participants should be able to develop their own management and leadership capacities to:

1. discuss risk management, policy development, and emergency response and recovery planning;
2. apply tools and processes, such as capacity assessment and development, health assessment, information management, incident management, and risk communication, in their roles as a program manager and an operations manager;
3. apply lessons learned to the improvement of emergency health services that include environmental health, mass casualty management, feeding and nutrition, emergency medical systems, psychosocial support and communicable disease control.
4. develop plans for strengthening health emergency management capacity in their respective country settings, and their own personal development plans as Health Emergency Managers.

## COURSE PARTICIPANTS

The course will be relevant to senior-level public health officers (director-level positions and above) who have health emergency management responsibilities. Health emergency managers includes emergency health coordinators in national and provincial health ministries, health care facility managers and WHO health emergency management program focal points. Teaching staff and representatives of academic institutions who are involved in health emergency management education would also benefit from this course.

## FEE PAYING PARTICIPANTS

The course fee is **US\$2,500 per participant**. This includes the cost of tuition fee, course materials (books, CD ROM, handouts, training kit), hotel accommodation, all meals, and morning/afternoon break refreshments. The fee package does not cover the cost of airfare and other personal purchases.

The course fee is to be paid in advance by bank transfer to ADPC account or deposited at the time of course registration in cash or cashier's check/bank draft payable to ADPC. Please refer below details. Kindly confirm your mode of payment.

**Account Name** Asian Disaster Preparedness Center Foundation  
**Account Number** 029-1-11600-0  
**Bank Name** Kasikorn Bank  
**Bank Address** 1019/18, Phaholyotin road, Samsen Nai, Phayathai, Bangkok 10400, Thailand  
**Swift Code** KASITHBK

**(Please include participant's name in the "Originator to Beneficiary Information (OBI)" section of the wire transfer form)**

## COURSE ACCREDITATION

**PHEMAP** Courses has been accredited by the International Association of Emergency Managers (IAEM) Asia Council based in Singapore (<http://www.iaem.com.sg>) earning training credit towards the **IAEM's Certified Emergency Manager®** credential as follows: 20 hours for Emergency Management and 5 hours for General Management (a total of 25 hours credit)

## FURTHER INFORMATION

### **Public Health in Emergencies**

#### **Asian Disaster Preparedness Center**

979/66-70, 24th Floor, SM Tower, Paholyothin Road  
Samsen Nai, Phayathai, Bangkok 10400 THAILAND  
Tel: +66 (0) 2 298 0681 to 92 Fax: +66 (0) 2 298 0012 to 13  
Email: [adpc@adpc.net](mailto:adpc@adpc.net) Website: <http://www.adpc.net>

### **ADPC's Public Health in Emergencies (PHE) Course Management Team:**

<b>Dr Marilyn V. Go</b> Department Head <a href="mailto:mvgo@adpc.net">mvgo@adpc.net</a>	<b>Janette Lauza-Ugsang</b> Project Manager <a href="mailto:janette@adpc.net">janette@adpc.net</a>	<b>Sanjeeb K. Shakya</b> Project Coordinator <a href="mailto:sanjeeb@adpc.net">sanjeeb@adpc.net</a>
--	--	---

# **PHEMAP Course Brochure**

## **ANNEX 1: PHEMAP COURSE CURRICULUM**

### **MODULE 1 Challenges and Roles of a Health Emergency Manager**

- Describe the impact of hazards and emergencies on public health (both on people's health and on health services)
- Discuss the roles of health and other sectors in managing the health risks due to different hazards
- Describe the challenges faced by health emergency managers
- Appreciate the importance of the various roles of a health emergency manager
- Identify the key tools and processes which enable health emergency managers to manage health risks and respond to these challenges

### **MODULE 2 Risk Management**

- Describe the basic terms and concepts used in risk management
- Describe the risk assessment process in the context of health emergency management
- Discuss the roles of a health emergency manager in risk management

### **MODULE 3 Health Emergency Management Capacity**

- Describe the elements of capacity to manage health risks of emergencies
- Identify key capacity indicators for policy development, risk assessment, emergency response and recovery planning and operations, and health service delivery functions
- Discuss the use of benchmarks to describe capacity for health emergency management
- Describe the roles of a health emergency manager in assessing and developing health emergency management systems

### **MODULE 4 Policy and Guideline Development**

- Discuss the need to develop policies and guidelines for health emergency management
- Identify the components of the policy-making process for health emergency management
- Identify sources of standards or best practices that can be used as reference for developing guidelines
- Describe the role of a health emergency manager at the national and sub-national level in policy-making and in monitoring policy implementation

### **MODULE 5 Health Information Management**

- Appreciate the need for good information as applied to health emergency risk management
- Discuss how information management systems support health emergency management
- Describe the importance of research in health emergency management
- Describe the roles of a health emergency manager as applied to health information management

### **MODULE 6 Risk Communication**

- Discuss risk communication in the context of health emergency management
- Describe the three risk communication paradigms
- Discuss principles of risk communication
- Explain the importance of communication planning
- Discuss the roles of a health emergency manager in risk communication

### **MODULE 7 Emergency Response Planning & Surge Capacity Planning for Mass Casualty Management**

- Describe the steps of the emergency response planning process in terms of inputs, outputs and outcomes
- Discuss key participants in an emergency response planning process
- Create flowcharts for emergency response planning
- Identify the components of mass casualty management and the potential contribution of each key component
- Discuss surge capacity for mass casualty management and the contribution of the health sector
- Discuss strategies for developing surge capacity for mass casualty management
- Discuss the roles of health emergency manager in the emergency response planning process

### **MODULE 8 Effective Leadership in Health Emergency Management**

- Describe the characteristics of effective leadership in the context of health emergency management
- Assess their own leadership skills as a health emergency manager
- Discuss the roles of health emergency managers as leaders in different situations

### **MODULE 9 Health Assessment**

- Discuss the purpose of health assessments including the need for phased assessments responding to the different phases of health emergencies
- Describe the components of a rapid health assessment tool and the process to conduct health assessments

## **PHEMAP Course Brochure**

- Discuss the benefits and problems associated with health assessment processes, methods and technologies
- Discuss the assessment of different needs of individuals and groups within a disaster-affected community
- Discuss the roles of the health emergency manager in health assessment

### **MODULE 10 Operations Management**

#### **10A: Response Coordination and Incident Management Systems**

- Discuss the core components of an incident management system
- Discuss the challenges faced by a health emergency manager during a mass casualty incident
- Describe the five main functions of an incident management system
- Discuss the function of Incident Command Post, Emergency Operations Center and the Emergency Coordination Center
- Discuss the roles of a health emergency manager in response coordination and incident management

#### **10B: Emergency Medical Services Systems**

- Discuss the components of an emergency medical services system
- Describe the different models of emergency medical services systems
- Discuss dispatching and patient distribution systems
- Discuss the roles of health emergency managers in developing and managing emergency medical services systems

#### **10C: Hospital Emergency Planning**

- Describe the process of emergency planning in the context of health care facilities
- Describe the emergency planning process applied to hospitals
- Describe the main components of the hospital emergency response plan
- Discuss the various types of vulnerabilities that must be considered in hospital settings
- To identify tools that can be used for assessing the vulnerabilities
- Discuss the concept of comprehensive hospital emergency risk management program
- Discuss the roles of the health emergency manager for enhancing hospital emergency preparedness

#### **10D: Management of Logistics and Supplies**

- Discuss the respective benefits of supply and logistics systems in emergencies
- Discuss the challenges and constraints facing the health sector in managing supplies and logistics in emergencies
- Discuss systems and processes for managing supplies and logistics in emergencies
- Discuss the roles of a health emergency manager in developing supplies and logistics systems for emergencies

#### **10E: International Response Coordination**

- Identify key lessons learned by the humanitarian community during response to emergencies
- Discuss the wider context of Humanitarian Reform and describe the key elements of the reform
- Discuss the use of the cluster approach for enhancing the quality of humanitarian action
- Identify situations that qualify for funding support under the Central Emergency Response Fund
- Discuss international disaster response coordination mechanisms
- Discuss the roles of the health emergency manager in international response coordination

### **MODULE 11 Exercise Management**

- Describe the purpose of conducting exercises
- Describe the six steps in the Exercise Management Model
- Analyse the conduct of the simulation exercise
- Discuss the roles of a health emergency manager in managing exercises

### **MODULE 12 Health in Disaster Recovery and Reconstruction**

- Describe health needs, risks and services in disaster recovery and reconstruction
- Discuss processes for the recovery and reconstruction of health services and infrastructure within the larger context of community recovery and reconstruction plans
- Discuss the opportunities presented for health risk reduction and health systems capacity development during disaster recovery and reconstruction
- Describe the roles of a health emergency manager in managing health in disaster recovery and reconstruction

### **MODULE 13 From Evaluation to Practice: Lessons for Health Emergency Management**

- Discuss basic principles of evaluation
- Discuss lessons identified in recent disasters and in health emergency management
- Identify aspects of health emergency management which need improvement
- Identify areas for action in health emergency management capacity development

## **PHEMAP Course Brochure**

- Discuss the roles of a health emergency manager in evaluation and in applying lessons learned for health emergency management

### **MODULE 14 Capacity Assessment and Training Needs Analysis**

- Discuss approaches to assessing the capacity of health emergency management systems and functions
- Apply a capacity assessment process for managing health risks of given scenarios
- Discuss the steps in conducting a training needs analysis
- Describe the roles of a health emergency manager as applied to capacity assessment

### **MODULE 15 Capacity Development & Participants' Personal Action Plans**

- Apply principles of capacity development, capacity assessment and other health emergency management processes to develop strategies for capacity development
- Apply an understanding of the roles, tools and processes of a health emergency manager to develop participants' personal action plans