



Public Health
England

Protecting and improving the nation's health

Emergo Senior Instructor Course

The Emergency Response Department (ERD) Training Team of Public Health England has been commissioned to deliver 4 Emergo Senior Instructor Courses in the FY 2018-2019.

Who should attend?

Priority of attendance will be given to the Emergency Planning Officers & Managers who will be supporting this year's Emergo MTN exercises.

This course has been awarded 21 hours of CPD by The CPD Certification Service.

Course dates and locations

Reading	Leeds	Coventry	Southampton
17 th – 19 th April 2018	22 nd – 24 th May 2018	19 th – 21 st June 2018	2 nd – 4 th October 2018



Course aim

The aim of this course is to provide participants with the knowledge and skills to plan and conduct Emergo training & simulation exercises in their own organisations and to support local and regional exercises.

Course objectives

By the end of the course candidates will be able to:

- Plan and facilitate Emergo training and simulation exercises
- Use the resources of the Emergo Train System effectively and confidently
- Design training and exercises to teach NHS staff new skills, policies and procedures
- Develop scenarios, aims and objectives for Emergo exercises

After the course the participants will have access to all of the Emergo Train System including the specialist resources, these include:

- Basic set
- Hospital set
- CBRN Decontamination set
- Burns set
- Psychosocial support set
- Military set

For more information about these specialist resources, please visit the Emergo Train System resource pages:

http://www.emergotrain.com/index.php?option=com_content&view=article&id=107&Itemid=776

How to book a place

Should you wish to attend one of the above DH funded courses please contact suzanne.woodward@phe.gov.uk stating which Emergo exercise you are facilitating (if applicable) and which course you would prefer to attend.

Timings

Day 1 – Registration & refreshments will be from 9:30 with a 10:00 start & finish at 16:00

Day 2 – Course will begin at 9:00 & finish at 17:00

Day 3 – Course will begin at 9:00 & finish at 16:00

Accommodation

Please note that there are no course tuition or entry fees for NHS or PHE staff. However, we do ask that you or your organisation fund your travel and accommodation.

Hotel details and confirmation of your attendance on this course will be sent to you approx. 2 months prior to the course start date. We will secure a number of rooms at the hotel on a B & B rate (with the option to include dinner) for confirmed delegates.

Further information

For any queries or further information about this course please contact:

Suzanne Woodward, Emergo Coordinator – 01980 616923 or suzanne.woodward@phe.gov.uk

Charlotte Mardell, Emergo Administrator – 01980 612957 or charlotte.mardell@phe.gov.uk

Terms and Conditions

1. Booking

- 1.1. PHE reserves the right to vary arrangements for the delivery of programmes or venue, and in such cases will make reasonable efforts to inform delegates in advance.
- 1.2. A minimum enrolment is necessary to make each course viable. If, because of low enrolment or any other reason, a course is cancelled then PHE will make every reasonable effort to give registered delegates as much notice as possible (normally at least 15 working days prior to the new course start-date).
- 1.3 PHE will not accept liability for any costs or losses incurred by delegates or organisations which are claimed to have arisen through course cancellation, other than for those stated above.

2. Cancellation and reporting

- 2.1. Cancellation of course registration by a delegate: this should be made in writing or by email to PHE and to be received as soon as possible.
- 2.2 After the event the list of attendees and any no shows will be reported to the NHS England EPRR Regional Leads.
- 2.3 Any cancellations made with 14 working days of the event starting will be reported to the NHS England EPRR Regional Leads.

3. Substitutions

- 3.1. Any registered delegate who cannot attend may be replaced by a substitute delegate at any time before the course.
- 3.2. Registered delegates should contact PHE as far in advance as possible, giving full details of the substitute who will attend in their place. Thereafter, the same terms and conditions will apply to the replacement.

4. Independent Equal Access

- 4.1. If you have any dietary or access requirements please contact suzanne.woodward@phe.gov.uk or 01980 616923.

5. Data Protection

- 5.1. PHE do not sell, trade or rent your personal information to others. Your details will be added to the respective database in order to process your booking, and so that you can be kept up to date with relevant details of the services we offer.
- 5.2. If you do not wish to receive any further information from PHE, please contact:

Public Health England
Emergency Response Training Department
Porton Down
Salisbury SP4 0JG
Email:
emergencyresponse.training@phe.gov.uk
Telephone: 01980 612957

Through registering for this course delegates are deemed to have accepted these Terms and Conditions.