

2 CONTROL	Cork University Hospital	ACTION CARD NUMBER		
	Hospital Emergency Control Team: Clinical Director	2.1		
You Report To:	HECT	You Brief:		
Overall Responsibilities	<ul style="list-style-type: none"> • To coordinate the hospital response to an emergency. • To ensure clear lines of communication are maintained • To maintain accurate record of actions and decisions undertaken. <p><i>Debriefing from learning MEP</i></p>			
IMMEDIATE ACTIONS ON NOTIFICATION/ACTIVATION				
ON ACTIVATION	ON STANDBY			
<ul style="list-style-type: none"> • Proceeds to HECT room. • Liaise with the Emergency Department Controller (ED Reg/Consultant) • Ensure co-ordination of Medical/Surgical Services throughout hospital. • Brief HECT re: theatre capacity and critical care capacity • Maintains liaison with HSE Crisis Management Team • Maintain liaison with HSE Communications dept. • Restore hospital to normal operation after Major Emergency Plan has been stood down 	<ul style="list-style-type: none"> • Commence and maintain liaison/communication with HECT • Ensure co-ordination of Medical/Surgical Services throughout hospital. 			
Consider these points				
<ul style="list-style-type: none"> • Plan for recovery, Business continuity • Strategic guidance of HSE Crisis Management Team 				

Version Control	Date Approved	DD/MM/YYYY	Valid Until	DD/MM/YYYY