

## Hospital Role Structure

	<b><i>PRIORITY ROLES</i></b>	<b><i>DEFINITION</i></b>
1	<b><i>Base Hospital Nurse</i></b>  <b><i>Role Naming Convention</i></b> <b><i>Example: County Number,</i></b> <b><i>Hospital Role, Hospital Name,</i></b> <b><i>Location</i></b>	Hospital staff assigned the title of Base Hospital Nurse Coordinator; principal liaison between the hospital emergency department and EMS community.
2	<b><i>Bed Tracking Coordinator</i></b>	Staff assigned the duties of maintaining information on status, location and availability of all patient beds.
3	<b><i>Clinical Lab Services</i></b>	Staff assigned the duties of clinical lab tests and services.
4	<b><i>Director of Nursing</i></b>	Hospital staff assigned the title of Director of Nursing; Principal leader of nursing and other clinical hospital staff.
5	<b><i>ED Administrative Director-Manager</i></b>	Hospital staff assigned the title of Emergency Department Manager; primarily an administrative position overseeing the operations of the hospital emergency department.
6	<b><i>Emergency Preparedness Coordinator</i></b>	Staff assigned the duties as the principal emergency planning and preparedness coordinator.
7	<b><i>Health Alert Network Coordinator</i></b>	Hospital staff assigned duties as the primary system administrator and liaison with the California Health Alert Network.
8	<b><i>Hospital Administration</i></b>	Staff assigned to the duties of Hospital Administration within the hospital.
9	<b><i>Hospital Command Center Incident Commander</i></b>	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.
10	<b><i>Hospital Command Center Operations Section Chief</i></b>	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.
11	<b><i>Hospital Command Center Medical Care Branch Director</i></b>	Organize and manage the delivery of emergency, inpatient, outpatient, casualty care and clinical support services.
12	<b><i>House Supervisor</i></b>	Staff assigned the title of House Supervisor; Also includes titles and duties such as Floor Supervisor, Department Supervisor, etc.
13	<b><i>Infection Control Director</i></b>	Staff assigned the responsibilities as the leader of the infection control department of the hospital.
14	<b><i>Pharmacist</i></b>	Licensed pharmacists within the pharmacy department of the hospital.
15	<b><i>Public Information Officer</i></b>	Staff assigned the duties as the principal media relations and public information/affairs duties.
16	<b><i>Safety-Facilities-Engineering</i></b>	Staff assigned to the security, facilities management and/or the engineering department of the hospital.

	<b>SUPPLEMENTAL ROLES</b>	<b>DEFINITION</b>
1	<b>Central Supply</b>	Staff assigned to the central supply department of the hospital.
2	<b>ED Physician</b>	MD or DO assigned duties as a physician in the hospital emergency department.
3	<b>Finance</b>	Staff assigned to the finance department of the hospital.
4	<b>Human Resources</b>	Staff assigned to the hospital department of human resources.
5	<b>Infection Control Clinician</b>	Clinical staff primarily responsible for investigating disease and controlling infection within the hospital.
6	<b>Information Services</b>	Staff assigned information services duties and responsibilities.
7	<b>Labor Pool-Credentialing</b>	Staff assigned the duties of verifying and managing the credentials of the hospital clinical staff.
8	<b>Marketing</b>	Staff assigned marketing duties within the hospital.
9	<b>Nutritional Services</b>	Staff assigned as the Dietician or the Director of Nutritional Services.
10	<b>Pharmacy</b>	Staff assigned to the pharmacy department of the hospital.
11	<b>Physician</b>	MD or DO with admin rights and duties within the assigned hospital. The physician is a liaison for anesthesia, radiological, and surgical services.
12	<b>Security</b>	Officers and staff assigned to hospital security duties.
13	<b>Volunteer Coordinator</b>	Staff assigned as the principal volunteer coordinator for the hospital.