



Department
of Health

Office of Health
Emergency Preparedness

Evacuation of Facilities in Disasters System (eFINDS) Practical Skills

Course Description: eFINDS

Course Objectives:

- Be able to perform essential patient tracking functions during an emergency evacuation of a healthcare facility including:
 - Performing patient registration with and without barcodes
 - Entering patient information
 - Handling multiple records
 - Update tracking information

Available Course Sections:

- November 13, 2025 9am—12pm Ulster County
2pm—5pm Dutchess County
- November 17, 2025 9am—12pm Rockland County
2pm—5pm Westchester County
- December 2, 2025 9am—12pm Sullivan County
2pm—5pm Orange County
- December 8, 2025 9am—12pm Suffolk County
2pm—5pm Nassau County
- December 17, 2025 9am—12pm Putnam County

Prerequisites:

- Users must have an HCS account with an eFINDS Reporting Administrator role.
- Users must bring 10 facility eFINDS training/demo barcodes and a Wi-Fi enabled laptop

NOTE — PLEASE READ: Please verify your contact information and employer information in your LMS profile when registering. Any required course correspondence will be sent using the e-mail address listed in the LMS.

Locations:

Ulster: Woodland Pond at New Paltz, 100 Woodland Pond Circle, New Paltz, NY 12561

Dutchess: Dutchess County Stabilization Center, 230 North Rd., Poughkeepsie, NY 12601

Rockland: Fire Training Center, 35 Firemen's Memorial Dr., Pomona, NY 10970

Westchester: Westchester County Dept. of Emergency Services Training Center, 4 Dana Rd., Valhalla, NY 10595

Sullivan: Sullivan County Fire Training Center, 615 Old White Lake Tpke., Swan Lake, NY 12783

Orange: Orange County Emergency Services Center, 22 Wells Farm Rd., Goshen, NY 10924

Suffolk: Suffolk County Office of Emergency Management, 102 East Ave., Yaphank, NY 11980

Nassau: Morrelly Homeland Security Center, 510 Grumman Rd. West, Bethpage, NY 11714

Putnam: Bureau of Emergency Services Training and Ops Center, 221 Gipsy Trail Rd., Carmel, NY 10512

Length: 3 Hours

Target Audience:

Healthcare workers responsible for implementing an urgent or planned evacuation of a healthcare facility.

Cost:

There is no fee for this course.

Registration Details:

Register through the New York State Department of Health Learning Management System (LMS). Access the LMS by visiting www.nylearnsph.com and searching for course number OHEP-HTC-eFINDS-BP5 or scanning the QR Code Below.

[Course Catalog - Course Description](#)



Office of Health Emergency Preparedness

518-474-2893

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Learning Management System Support

518-473-4223 | Select Option for LMS Administration

edlearn@health.ny.gov