

ANNEX 13A**MEDICAL HEADQUARTERS (MHQ)****1. Role**

Control and communications centre for the Medical Organisation for Emergency/Action stations.

2. Functions:

- a. Control, coordination and the deployment of medical teams.
- b. Maintenance of communication with HQ1 and/or SSC/Ops Room/Bridge depending upon the situation (and location of CO or his Command Adviser) and with medical positions.
- c. Maintenance of an accurate casualty and whole ship damage state board.
- d. Provision of advice to Command on casualty numbers and priorities with specific reference to casualties amongst personnel in key positions. This information should be provided orally as soon as the MO/SMBR/MBR knows it and is to be supplemented with a hard copy.
- e. Maintenance of accurate information on the location and effectiveness of all medical personnel and first aid teams.
- f. Maintenance of the location of the MO/SMBR/MBR.
- g. Input of MISTAT and other casualty details to facilitate 9 Liner message.

3. Essential Requirements/Facilities:

- a. Located within the citadel; usually within the Sickbay.
- b. Adequate primary and secondary communications with command nodes and medical positions.
- c. Adequate main and emergency lighting (see BRd 2170(3)).
- d. Ships DC state board, Casualty state board and Casualty reports forms.

4. Manning

Manning will vary with the size of the ship and available manpower during Emergency or Action Stations. The MHQ must be manned at all times. A runner should be provided as an assistant and to ensure that hard copies of casualty reports are provided for Command positions as the situation dictates. In FF/DD the Canteen Manager traditionally runs MHQ. In larger ships or if manpower permits, a member of the Ship's Company (Senior Rate) should control the organisation.