

ICS – Outline Program Guidance (updated 8/16/2023)

This (and the other outline programs) were developed to provide a structure of programs that training centers were already providing. The program directors at the time did not want a single program across the consortium because of local and state requirements. This format provided an overall structure. NIEHS approved it. If starting from ‘scratch’ it would take a good bit of effort; however, consider the ‘fill ins’ that would be needed for a generic program to be tailored to the various participant groups across the MWC.

The topics shown below can be reordered and others added, as needed. This outline shows the minimum content. Facilitators must be competent in ICS, by training and experience.

NIEHS approved use of the outline format (below) contingent upon:

Trainers must:

1. Review the National Response Team websites for information on municipal responders, <https://www.osha.gov/laws-regs/federalregister/1996-06-05-0>
<https://www.nrt.org/sites/2/files/icppres1996.pdf>
<https://www.nrt.org/Main/Resources.aspx?ResourceType=Hazards&ResourceSection=2>
2. Review National Incident Management System, <https://www.fema.gov/emergency-managers/nims>
3. Access the web site provided for the International Association of Firefighters (IAFF), <https://www.iaff.org/>
4. Include at least one exercise using advanced training technologies (ATT) See section 10.5, Minimum Criteria
https://tools.niehs.nih.gov/wetp/public/hasl_get_blob.cfm?ID=11266&file_name=WTP_Minimum_Criteria_062818_Final_508.pdf
5. Review “Protecting Emergency Responders- Lessons Learned from Terrorist Attacks”.
https://www.rand.org/pubs/conf_proceedings/CF176.html

Please note that as a condition of our award acknowledgment of support must be included in the handouts, using the following text: This training was made possible by Grant Number ES06184 from the National Institute of Environmental Health Sciences (NIEHS).

Note: This training does not meet the requirements for serving as an Incident Commander at an actual incident. To serve as an Incident Commander, additional training is required, including an initial 24-hours of training at the Operations Level.

Step 1

Review required websites

Select Advanced Training Technology (ATT) exercise

Identify needed local- and State-specific content

Step 2

A 2-day, 16-hour program to enable chemical emergency responders to acquire skills in a systems approach to emergency management

Course Agenda

Introduction

- Content: Overall Course Objectives
Provide Student Materials
Review Agenda
- Objective(s): Describe program purpose and class procedures
Receive course manual/handout
Review agenda for program
Complete paperwork
- Exercise: Introductions: What I want to learn and what skills I hope to acquire
(Icebreaker)
- Presentation: Interactive discussion

What is an Emergency?

- Content: Types of Emergencies
- Objective(s): List of types of emergencies and characteristics of each
Identify potential emergencies at participants' work site
- Exercises: List potential emergencies
Categorize potential emergencies by type
- Presentation: Interactive discussion
Small group activity (emphasize principles of adult learning)

Tools and Constraints for an Organized Response

- Content: Laws, Regulations, Guidelines
Incident Management System
Local Emergency Response Plan
State Emergency Response Plan
Federal Regional Response Team
- Objective(s): Describe legal requirements for emergency response
List best practices for Incident Management System
Describe context of your team to plan, local, state and federal teams

Describe function of various team elements
List training required for various team functions
Identify constraints to best practices

Exercises: Critique various IMS structures
Identify training required for various functions

Presentation: Presentation
Interactive discussion
Small group activities

The Written Emergency Response Plan

Content: Required Elements
Resources for Team Members
Hazard Evaluation
 Release
 Reactions/events following release
 Stress of working in protective clothing
Mitigation Equipment
Protective Equipment
Decontamination
Termination
Strategies to review Plan and Resources

Objective(s): Implement plan
Identify complete and incomplete elements in a plan
Identify approaches to improve plan/resources
Identify any differences between plan and external plans or requirements

Exercises: Critique participant's plan or a "model" plan
Access electronic information resource(s)
Compare plan with external requirements

Presentation: Interactive discussion
Small group activities
brainstorming

Elements of Implementing a Plan

Content: Initial Actions
Size-up
Sustained Actions
Termination

Objective(s): Identify correct and incorrect actions during a response
Identify need post-emergency actions

Exercises: Review video
(or)
Conduct table-top simulation according to the written plan
(or)
Walkthrough simulated response using available resources

Presentation: Interactive discussion
Small group activity

Closing

Content: Solicit comments on the overall program
Complete evaluation forms
Assure all checklists used to document competency are collected
Provide follow-up resources

Exercises: Did program meet participants objectives/needs

Presentation: Interactive discussion

Step 3 - Double check that content matches requirements

Step 4 - Document program delivery and content

A checklist is provided to document that this program content is following this program policy.

CHECKLIST

- ◇ Reviewed National Response Team websites
- ◇ Accessed the IAFF website
- ◇ Use at least one ATT exercise in the program.
- ◇ Presentation consistent with outline.
- ◇ NIEHS support acknowledged (a term & condition of the award.)

Program objectives, agenda, exercises and handouts filed with training program director.