

Washington State Animal Response Team



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WASHINGTON STATE ANIMAL RESPONSE TEAM

POLICY NO. 3 TRAINING CURRICULUM

Revision: J

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Approved:

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REVISION RECORD

<u>Revision</u>	<u>Release Date</u>	<u>Description</u>	<u>Affected Sections</u>
Original	12/1/2010	Initial release*; redefined training categories	All
A	1/19/2011	Added Veterinarian exemption	"Veterinarian Exemption"
B	10/5/2011	Added summary flow chart; added IS-800 as mandatory reqmt; restructured Core class to make Core graduates deployable; moved Base Support from Sheltering & Field Response to Core; added competency demo as potential alternative for challenging curriculum; revised Continuing Ed reqmts;	"Mandatory Independent Study Requirements," "Core Classes for All Deployment Categories," "Sheltering," "Field Response," "Challenging Core and Specialized Category Courses," "Continuing Education," "Course Fee Structure"
C	8/1/2012	Reformatted; described means for challenging Core; clarified Continuing Ed requirements; updated Transport curriculum	1.0, 7.0, 9.0, 11.0, 16.0; all sections revised for reformatting
D	2/25/13	Added provision for emergency waiver of credentialing reqmts.; revised recertification requirements; added Form A-007 as alternative to blood-borne pathogens course	1.0, 2.0, 11.2, 11.3, 11.4, 13.0, Footnote 5; added Footnote 3 and Section 11.5. Significant text changes shown in underlined italics.
E	8/7/13	Added provision for challenging recertification, clarified challenging initial certification and clarified continuing education requirements	9.0; added new 11.5; renumbered 11.6; revised Footnote 5
F	2/5/14	Added exclusion of online First Aid/CPR classes	Footnote 1
G	5/7/14	Added Search and Rescue exemption	Added new Section 11.0 and subsections; renumbered all following sections.



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<u>Revision</u>	<u>Release Date</u>	<u>Description</u>	<u>Affected Sections</u>
H	12/3/14	Added provision for online training and revised course fees	1.0, 4.0, 6.0, 8.0, 9.0, 12.3, 13.0, 13.1, 13.3, 16.0, 17.0; Added new Section 8.0 and subsections; renumbered all following sections.
I	3/10/16	Redefined all training categories & names; revised SAR exemption	1.0, 4.0, 4.1, 4.2, 5.0, 5.1, 5.2, 6.0, 6.1, 6.2, 7.0, 7.1, 7.2, 8.0, 9.0, 10.0, 12.0, 12.3.1, 12.3.2, 13.0, 13.1, 13.2, 13.3, 13.4, 13.5, 14.0, 14.1, 14.2, 14.3, 14.4, 14.5, 15.0, 16.0, 17.0; added subsection 12.3.2, Renumbered all following sections; Changed curriculum to reflect new class name changes
J	4/4/18	Redefined all training categories & names; deleted Veterinarian and SAR exemptions	1.0, 3.0, 4.0, 5.0, 5.1, 6.0, 6.1, 7.0, 7.1, 8.0, 9.0, 10.0, 11.1, 11.2, 11.3, 11.4, 12.1, 12.2, 12.3, 14.1, 14.2; deleted previous Sections 4.2, 11.0 & subsections & 12.0 & subsections. Renumbered all subsequent sections. Created new Subsection 12.6. Added new footnote 5 & re-numbered subsequent footnotes. Added new footnote 7. Significant text changes shown in underlined italics

* Prior to its release as Policy No. 3, the WASART Training Curriculum had been released as an unnumbered document, and had undergone various informal revisions in that form



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1.0 REQUIREMENTS SUMMARY

For convenience, WASART’s training and credentialing requirements are summarized in the chart below:

Course	Details	Deployment status
Mandatory Independent Study	FEMA IS-100 FEMA IS-200 FEMA IS-700 FEMA IS-800 First Aid & CPR (First Aid-online acceptable; CPR-in person mandatory) Blood Borne Pathogens (WASART form A007 acceptable in lieu of class)	Finish all blue segments and you can deploy for all support activities <u>at Base and the rescue site as physically capable</u>
Mandatory Vaccination	Tetanus – <u>booster required every 10 years or sooner</u>	
Base Support	<u>Base Operations Scenario</u> (formerly known as <u>Fundamentals</u>) Basic Communications Onsite <u>Deployment</u> Legalities Deployment Operations Introduction to WASART <u>Preparing for Deployment</u> <u>Risk Assessment & Safety</u>	
Operations Support	Hands-on Animal Handling (formerly known as <u>AH&A</u>) Animal Assessment & Behavior Onsite Paw Wrapping Rescue Litter Carry Scene Assessment & Safety TR Assist - Line Hauling Online Zoonotic Diseases/Biosecurity/Hazmat	Can now deploy to handle animals <u>and assist the Technical Rescue Team</u>
Emergency Animal Sheltering	Animal <u>Housing</u> & Handling Sheltering Exercise Onsite Sheltering Planning & Operations <u>Site Assessment Tabletop Exercise</u> Online Animal First Aid & Psychology Basic Animal Care in a Shelter Shelter Operations-Intake Shelter Decontamination Practices Fire Hazard Awareness	Can now deploy and work in an Emergency Animal Shelter
Transport	Ground Spotter Support & Scout Unit Trailer Towing Practice & Skills Test Onsite Transport Principles In Practice Online WASART Vehicles & Equipment Transport Principles And Safety	Can operate designated WASART and approved personal vehicles
Technical Rescue Team	Operator-level (or greater) skills demonstration 6 qualifying TR trainings and/or deployments attended yearly	Can now build/operate rigging systems on technical rescues

Recertification required for all courses every 3 years (exceptions: Technical Rescue, FEMA courses, First Aid, CPR & Tetanus)



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Member volunteers who wish to be deployed by WASART in a disaster or rescue response will need to have completed the training courses for the response category (categories) in which they wish to deploy. No training is required of those volunteers who do not wish to deploy but who wish to join WASART and be members in an auxiliary or advisory capacity.

There will be four deployable categories of training: Base Support, Emergency Animal Sheltering, Operations Support and Transport. Members will be required to complete all application forms and satisfactorily pass a background check to deploy. Proof of completion of any of the courses listed below or an acceptable equivalent will exempt a volunteer from retaking the course(s) within a three-year period. See the sections on Challenging Courses and Continuing Education, below.

All members wanting to deploy, regardless of training category, must have first successfully completed all the Mandatory Independent Study Requirements, the Mandatory Vaccination described below and, at a minimum, Base Support. Members who wish to handle animals while on deployments must also have completed the Operations Support training.

Recognizing that an emergency situation's demands may exceed WASART's capacity to provide fully credentialed responders, the WASART Strike Team Leader (STL) or Task Force Leader (TFL) and the Duty Officer/Call Coordinator for the deployment may jointly agree to a temporary waiver of the credentialing requirements for all or part of the duration of the deployment. In the event of such waiver, all emergent volunteers wishing to participate shall receive on-site emergency training and be designated Temporary Emergency Workers prior to being deployed.

All trainings are offered once annually. Trainings may be a combination of online classes and one-day on-site instruction. Additional trainings may be added as the need arises. Registrants must complete the online segments (if any) and the on-site training to be credentialed in the category of their choice. All online segments are offered via the internet and instructions for registering are detailed in paragraph 8.0 below. Online classes must be completed within 3 months of the on-site training for the registrant to be credentialed in that training. If the 3-month requirement is not met, the registrant will have to repeat the on-site segment of the course, at the reduced fee for the course, as described in Section 16.1, below.

2.0 MANDATORY INDEPENDENT STUDY REQUIREMENTS

These are courses not offered by WASART, but readily available from other agencies, as described in the notes below.

- Human First Aid, CPR, & Blood-borne Pathogens^{1,2,3}

¹ These classes are offered by many fire departments, hospitals, the American Red Cross, and at work sites; a fee is usually involved. Courses that are solely online are not acceptable for meeting the CPR requirement; however, a hybrid class (online with an in-person demonstration of CPR) is acceptable. An in-classroom Wilderness First Aid class is an acceptable substitute for First Aid

² Health care professionals such as doctors, nurses, emergency medical technicians, etc. who are current in their occupational credentials are exempt from this requirement.



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- FEMA IS 100 – Basic Incident Command System⁴
- FEMA IS 200 – Single Resources and Initial Action Incidents⁴
- FEMA IS 700 – National Incident Management System, An Introduction⁴
- FEMA IS 800 – National Response Framework, An Introduction⁴

3.0 **MANDATORY VACCINATION FOR ALL CATEGORIES**

- Tetanus (current) – a booster is required every 10 years or sooner

4.0 **BASE SUPPORT (FORMERLY KNOWN AS FUNDAMENTALS) CLASS FOR ALL DEPLOYMENT CATEGORIES**

On-Site Segments:

- Base Operations Scenario
- Basic Communications
- Deployment Legalities
- Deployment Operations
- Preparing to Deploy – Process and Go bag contents
- Risk Assessment – Biosecurity, Stress Management, GAR awareness

Upon completion of the above Base Support class and Mandatory Independent Study Requirements, members will be qualified to deploy to Base and assist in Base management, equipment distribution, communications and documentation. Members who wish to assist the Technical Rescue Team and handle animals in the field or drive WASART vehicles and animal transport then move on to take the courses in their chosen category (categories) for the “job(s)” for which they wish to be qualified.

5.0 **EMERGENCY ANIMAL SHELTERING**

Members that complete Emergency Animal Sheltering training will be eligible to set up and operate a shelter.

5.1 **On-Site Segments:**

- Animal Housing & Handling
- Shelter Planning & Operations
- Shelter Site Assessment Tabletop Exercise
- Sheltering Exercise

³ An alternative to taking a formal blood-borne pathogens class, members may attest to their understanding of blood-borne pathogens' causes, risks, and means to mitigate their risks, by signing WASART Form A-007 which is on our website under Policies & Procedures.

⁴ These courses can be completed online by going to <http://www.training.fema.gov/IS/crslist.asp>.



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5.2 Online Segments:

- Animal First Aid & Psychology
- Basic Animal Care in a Shelter
- Shelter Operations – Intake
- Shelter Decontamination Practices
- Fire Hazard Awareness

6.0 OPERATIONS SUPPORT (FORMERLY KNOWN AS ANIMAL HANDLING & ASSESSMENT)

Members who complete Operations Support training will be eligible to deploy to assist the Technical Rescue Team during rescues and evacuations.

6.1 On-Site Segments:

- Hands-on Animal Handling
- Animal Assessment & Behavior
- Paw Wrapping
- TR assist - Line Hauling – rope safety
- Rescue Litter Carrying
- Risk assessment – GAR, Water, Biosecurity

6.2 Online Segments:

- Zoonotic Diseases, Biosecurity and Hazmat

7.0 TRANSPORT

Transport-qualified volunteers will be able to drive the WASART trucks and van, assist with managing the equipment typically carried in those vehicles and assist with ground support for traffic control. They will also be able to use their vehicle in a scout support capacity where they assess roads, lead the convoy, and help with communications relay and directions as needed. Transport volunteers who wish to tow the WASART trailers or their personal trailer for animal transport will pass a skills test. This will qualify them to haul trailers to trainings, outreach events and deployments.



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7.1 On-Site Segments:

- Ground spotter support
- Scout Unit
- Trailer towing practice and skills test
- Transport Principles in Practice
- Truck, van and personal car use
- WASART Vehicles & Equipment

7.2 Online Segment

- Transport Principles and Safety

8.0 REGISTERING FOR ONLINE CLASSES

When ready to take an online class, registrants who have previously registered for and paid to attend an Operations Support, Sheltering or Transport class will be contacted by the Registrar with instructions on how to complete the requisite online classes.

9.0 ADVANCED SPECIALTY TRAINING

In addition to the support needed from all credentialed members for all deployments, some require advanced training and certification beyond WASART's capabilities to provide. WASART currently has a technical rope rescue program. An additional technical water rescue program is under development. Completion of Base Support training is a prerequisite for participation in any of these specialty programs. Exceptions to this prerequisite based on relevant experience may be considered by the Training Committee on a case-by-case basis. It shall be the responsibility of the applicant to challenge this prerequisite by filing T-001, the Curriculum Challenge form, with the Training Director for consideration by the Training Committee. The T-001 form is available on the WASART website.

Participants in the specialty programs establish the programs' training, certification and performance standards. Each participant must satisfy these standards in order to deploy as part of a specialty team. However, all members who have, at a minimum, completed the Base Support training are urged to respond to a callout.

Contact the WASART Training Director at training@washingtonsart.org for more specific information about these specialty teams.



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10.0 CHALLENGING BASE SUPPORT, OPERATIONS SUPPORT, TRANSPORT, AND SPECIALIZED CATEGORY COURSES

Required category-specific courses may be challenged if a candidate believes he/she has already taken course material that is the equivalent of the WASART training curriculum. The challenge may be directed at all or part of the course material for which certification is sought. It will be the responsibility of the candidate to provide evidence of the training already taken, as well as a detailed description of the course content, to the WASART Training Director for consideration by the WASART Training Committee. The Training Committee will consider each applicant challenge on a case-by-case basis and will provide a response with its decision about the challenge within 30 days of its receipt. The decision of the Training Committee will be final.

The Mandatory Independent Requirements are not challengeable except as noted in Footnote 2, above.

11.0 CONTINUING EDUCATION

To remain eligible for deployment, members must maintain proficiency in the skills necessary for initial credentialing and must demonstrate their proficiency at least every three years of the date of previous certification or re-certification. For specialized category training, WASART has established several means of demonstrating this proficiency maintenance. It is the member's responsibility to provide adequate evidence of participation in deployments. Should the member not satisfy any of the available methods for recertification, he or she shall become ineligible for deployment in the specialty for which his or her certification has lapsed on December 31 of the year in which the certification expired.

Whichever means of re-certification is used, the new certification period shall begin with completion of the event used to re-certify; i.e., the final online segment or the on-site segment, whichever is the last to be completed, and shall extend to December 31st of the third year after the re-certifying event.

Acceptable means of re-certifying are as follows, all of which need to have been accomplished within the previous three years:

11.1 Base Support⁵

- Repeat the Base Support training at a reduced course fee (see below)
- Participate in two or more qualifying⁶ WASART deployments⁷

⁵ Members currently credentialed in Fundamentals will be recertified in Base Support if the requirements of this section are satisfied. Those who have completed the on-site segment but not the online segment of Fundamentals, however, are not certified, not eligible to deploy, and will not be recertified. They will be required to complete initial certification in Base Support to be eligible to deploy.

⁶ Qualifying deployments are those that are of sufficient complexity and rigor to provide meaningful experience to those who deploy and participate. The WASART Strike Team and/or Task Force Leaders that participated in each deployment will decide



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- Participate as a Call Coordinator for 6+ hours on two (2) qualifying WASART deployments.

11.2 **Emergency Animal Sheltering**

- Participate in one or more sheltering deployments with a national animal welfare organization
- Participate in an Annual Exercise of 6+ hours, the equivalent of one “qualifying” deployment. A maximum of two “qualifying” deployments for hours accumulated in attending an Annual Exercise is permitted.
- Participate in one qualifying⁶ WASART sheltering deployment⁷
- Repeat the Sheltering online classes and the WASART Sheltering training at a reduced course fee (see Section 14.0)
- Complete an equivalent sheltering course from a national animal welfare organization⁷

11.3 **Operations Support**

- Participate in two or more qualifying⁶ WASART deployments⁷
- Repeat the Operations Support online classes and the WASART Operations Support training, at a reduced course fee (see below)
- Complete a Large Animal Rescue (LAR), Technical Large Animal Rescue (TLAER) or Technical Animal Rescue (TAR) course from a training organization acceptable to the Training Committee. Such course attendance to be a minimum of 12 hours⁷

11.4 **Transport**

- Driving or towing WASART response vehicles for two qualifying deployments and/or trainings
- Repeat the WASART Transport training at a reduced course fee (see below 16.0)

11.5 **Challenging Recertification Requirements**

If a member believes that he or she has accumulated experience or taken training equivalent to the recertification methods enumerated above, he or she may challenge the recertification by petitioning the WASART Training Committee. The challenge may be directed at all or part of the course material for which recertification is sought. It will be the responsibility of the candidate to provide evidence of the experience or the training already taken, as well as a detailed description of the work/deployment experience or training content, to the WASART Training Director for consideration by the Training Committee. The Training Committee will consider

by majority vote at the conclusion of the deployment whether it met the criteria to be considered “qualifying.” This decision will be documented on Form T-002 and forwarded to the Training Director within seven days. The decision will be recorded within the After Action Report for the deployment.

⁷ Does not need to complete any online segments if associated with this credential.



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each applicant challenge on a case-by-case basis, and will provide a response with its decision about the challenge within 30 days of its receipt. The decision of the Training Committee will be final. The Training Committee must notify WASART's Credentials Manager if a recertification challenge is successful.

11.6 Recertification for Training Committee Members

Training Committee members will be qualified for re-certification in the various response specialties provided they have participated in the training program (by teaching portions of the course or otherwise providing support for the class) for the specialty for which re-certification is sought, and have attended 50% of the Training Committee meetings during a 12-month interval that includes the training event in which the candidate participated. Submission of Form T-001 by the candidate to the Training Committee is required. If approved, completion of online classes, if relevant, would not be required.

Other organizations' courses may be used to satisfy the Continuing Education requirement, subject to the same conditions as those listed above for challenging WASART's courses: the candidate must provide evidence of the training to the Training Director, and the Training Committee must approve the alternate training course.

12.0 RECOMMENDED COURSES

In addition to the courses required to be eligible for deployment, WASART strongly encourages cross training with other organizations to strengthen and reinforce critical skills. The following additional courses are all highly recommended:

12.1 Base & Operations Support

- Basic Helicopter Safety^{8,9}
- Crime Scene Awareness^{8,9}
- Introduction to Emergency Worker⁸
- Map & Compass^{8,9}
- SAR Survival^{8,9}
- Search and Rescue (SAR) Techniques^{8,9}

12.2 Sheltering

- FEMA IS 10 - Animals in Disaster Module A¹⁰

⁸ King County Search and Rescue Association and some SAR groups from other counties offer these courses, usually at a community college

⁹ These courses may partially satisfy the advanced certification requirements of one or more of the advanced specialty teams described above.



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- FEMA IS 11 - Animals in Disaster, Module B¹⁰
- FEMA IS 111 - Livestock in Disaster¹⁰
- Animal Emergency Services or Disaster Sheltering for Companion Animals with American Humane Association (AHA)
- Emergency Animal Sheltering with Humane Society of the United States (HSUS)
- Emergency Animal Rescue Service with RedRover
- ASPCA Fundamentals of Emergency Sheltering¹¹ *or similar*

12.3 **Animal Handling & Rigging**

- Large Animal Rescue (LAR)¹²
- Technical Large Animal Rescue (TLAR)¹²
- Technical Animal Rescue (TAR)¹²

12.4 **Health**

- Pet and/or Large Animal First Aid
- Wilderness or Delayed Response First Aid
- Psychological First Aid with American Red Cross
- Critical Incident Stress Management (CISM)
- Compassion Fatigue Educator or Therapist¹³
- Certified Traumatologist
- Field Traumatologist

12.5 **Other**

- Amateur Radio Licensing¹⁴
- Community Emergency Response Team (CERT)
- Incident Management Training
- Hazardous Materials Awareness and Decontamination
- Transportation Safety Course

12.6 **Additional Training Opportunities**

Keep checking the Training page (<http://www.washingtonsart.org/training.html>) and Calendar

¹⁰ These courses can be completed online by going to <http://www.training.fema.gov/IS/crslst.asp>.

¹¹ This course can be completed online by going to <https://www.aspcapro.org/webinar/20140204/fundamentals-emergency-sheltering>

¹² These courses may partially satisfy the advanced certification requirements of one or more of the advanced specialty teams described above.

¹³ These courses can be completed through Green Cross Academy of Traumatology, www.greencross.org

¹⁴ Amateur Radio License (HAM radio) needed to become WASART Team Lead (TL)



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(<http://www.washingtonsart.org/calendar>) on the WASART website for notification of other training opportunities and workshops. They are open to all WASART members and often to the general public.

The WASART Training Committee will endeavor to schedule workshops throughout the year. Instruction will be on such topics as knot tying, wildland first aid, pet first aid, psychological first aid, radio communications, as well as table-top exercises, mock drills, etc. *Farm tours to build animal handling skills may be scheduled as appropriate locations and instructors are available. Fees may be charged.*

13.0 RECOMMENDED VACCINATIONS FOR ALL MEMBERS

Due to various health risks in a disaster situation, it is strongly recommended that all members, except support members who will not be deployed, be vaccinated against:

- Hepatitis A
- Hepatitis B
- Pre-exposure rabies

It is the responsibility of the individual to make copies of all required course completion certificates, copies of all First Aid, CPR, and Blood Borne Pathogens cards or Blood Borne Pathogens Form A-007, and vaccination verifications, and submit these to the WASART Credentials Manager immediately after completion of the course or vaccination.

Copies can be attached to an e-mail directed to the Credentials Manager, credentials@washingtonsart.org or mailed to WASART, P.O. Box 21, Enumclaw WA 98022.

14.0 COURSE FEE STRUCTURE

Tuition fees cover both onsite and online classes and are payable when registering for the on-site training.

14.1 Standard Tuition Costs

	<u>Members</u>	<u>Non-members</u>
• <u>Base Support</u>	\$65.00	\$95.00
• <u>Sheltering</u>	\$65.00	\$95.00
• <u>Operations Support</u>	\$65.00	\$95.00
• <u>Transport</u>	\$30.00	\$60.00

WASART members who are already certified for any of these categories may repeat the course by means of completing their Continuing Education requirement, for 50% of the fee listed above¹⁵. Note that it is only necessary to complete the Base Support training and Mandatory

¹⁵ No fee reduction will be allowed for successful challenges of part of the course material as permitted in Section 10.0 and Subsection 11.5



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Independent Study Requirements in order to be eligible for deployment unless the member wishes to be qualified to handle animals or drive vehicles on WASART deployments.

14.2 Refund Policy

Should it be necessary for WASART to cancel a class for any reason, any course fees that have been paid will be refunded as soon as possible. Course fees will be refunded in full if a participant cancels his or her registration 21 days before the scheduled class date. Registrations canceled between 21 days and 10 days before the scheduled date will be refunded 50%. Fees for registrations canceled less than 10 days before the class will not be refunded. In the special circumstance where medical emergency or a death, occurring less than 10 days before the class, prevents the enrollee from attending or completing the class, the Training Director may authorize a full refund. In the case of emergencies that prevent the completion of a course already begun, the Training Committee will consider the circumstances and determine the appropriate course of action on a case-by-case basis.

15.0 TRAINING COSTS FOR NON-MEMBERS

WASART's training courses are primarily intended to increase and enhance the skills of its members. However, we recognize that there may be times and circumstances when non-members may also wish to take our classes. The WASART Board of Directors has determined that non-members may attend our training, class space permitting. A \$30.00 non-member fee may be applied to membership at the student's option from the class tuition, within 90 days of completing the course. (\$30.00 is the amount of the annual WASART member dues, so applying the fee to membership will pay the student's dues for the current year.) Unless non-members subsequently join WASART, they are not required to undergo a criminal background check or complete any documentation other than the documentation required to register for the course.

16.0 WASART OUTSIDE INSTRUCTION

WASART may provide instruction to other organizations or agencies on disaster planning for livestock and/or companion animals in an individual class setting or in a two-day format. Instruction can take place in King County or in a location that is convenient to the requesting agency or entity, WASART resources permitting. A minimum of 10 students is required. The WASART Training Committee will determine the cost of instruction on a case-by-case basis. Contact training@washingtonsart.org for more information.

For the most current information on WASART training dates, times and locations, visit the WASART website at <http://www.washingtonsart.org/training.html>.