

Instructor Guidance – CERT Skills Checklist via Zoom– Auxiliary Final April/May 2021

Color code: **Green – 1st Session**/**Blue – 2nd session** – **Units done over Zoom. Yellow** – **Do Post-COVID, Pink** – Optional (skip)

Welcome and Introductions/Team building – 30 minutes. 9-9:30				
#	Unit	Skill	Time	Instr
1	1 st thing	Online Course Completion Certificate rcd		Mary
-	Welcome	Intros – COVID safety procedures , breaks, schedule, evacuation if necessary		Joyce
5	1 *C	Participate in an activity that emphasizes working w/ unfamiliar people/problems/tools/surroundings in a time compressed environment. Zombie Apocalypse (PM 1-2) (IG pg3,4)		Joyce/Jo Marie in room if needed

Home Preparedness & Roles of CERT, ICS, Documentation review – 30 minutes 9:30 – 10:00				
#	Unit	Skill	Time	Instr
6	1 *C Exercise 1.2	Participate in an instructor led Evacuate discussion (PM pg18) (IG pg27). Find out how many evacuated from CZU. What would you do differently? Grab 'n Go bag, under bed, etc. Local resources slide		Joyce
7	1 *C	Describe the purpose of each article of PPE (helmet, gloves, goggles, vest, sturdy shoes) and the limitations of each. Show samples, (PM pg25,30 to 37) (IG pg34, 42 to 45) Sample provided. slide		Joyce
8	1 *C	Discuss and understand volunteer protection laws/ Good Samaritan (Volunteer Protection Act of 1997– Federal) and DSW that apply to your state and community (PM pg25,26) (IG pg ii,35,36) slide		Joyce
9	2 *C	Complete the ICS functions discussion. Included in quiz. (PM pg6,7) (IG pg 9,10) – reviewing issues from quiz. ICS Slide		Joyce
12	2 *C	Review documentation tools (Sign-in, Damage assessment, and 214) and describe the purpose of each tool and when each tool is used. Note – there are many other forms!! slide		Joyce

BREAK – 5 minutes

Medical – Begin Triage, 3 killers and interventions 60 minutes 10:05-11:05				
#	Unit	Skill	Time	Instr
38	4C	Describe the role of CERT in a mass casualty situation. (PM pg2,3) (IG pg3,4). They define triage (They will have seen bus video)	4 min	Mary
38	Triage Review	Begin discussion triage sorting and life saving interventions. Resource management – people and supplies.	2 min	Mary
38	Triage Review	Discuss 3 killers: Airway assessment Slide	5 min	Mary
19	3 S	Airway intervention - Show us how you open an airway in a conscious patient using the Tripod Position. (PM pg6,7) (IG pg11)	3 min	JoMarie
20	3 S	Airway intervention - describe how to maintain an airway in an unconscious patient using the Recovery Position. (PM pg7) (IG pg12,13) Slide	4 min	JoMarie

21	3 S	Airway intervention – Describe how to open an airway in a patient with a suspected spinal injury using the Jaw-Thrust Maneuver and alternative Head tilt / Chin lift (PM pg7,8) (IG pg12) Mannequin	5 min	JoMarie
33	3C	Airway intervention - Discuss insects/animals that pose a threat in your locality. (IG pg 28) Review signs and describe how to treat bites and stings (PM pg18) (IG pg28)	2 min	JoMarie
34	3 *S	Airway intervention - Demonstrate how to administer an Epi-Pen. (PM pg18) (IG pg28) Blue to sky, orange to thigh	3 min	JoMarie
35	3 S	Airway intervention - Explain how to evaluate breathing. Look, feel. Listen (2011 PM pg6) (2011 IG pg16,17,18) similar steps not found in 2019 version.	2 min	JoMarie
38	Triage Review	Discuss 3 killers: Bleeding assessment slide	5 min	Mary
18	3 S	Demonstrate evaluate circulation: perform a capillary refill test and radial pulse test (PM pg5) (IG pg8,9)	2 min	Mary
22	3 S	Bleeding intervention - Demonstrate direct pressure to control excessive bleeding. (PM pg4) (IG pg6,7,10)	3 min	JoMarie
23	3 *S	Bleeding intervention - Demonstrate how to dress and bandage a wound. Manage amputations, and secure impaled objects.	4 min	JoMarie
		Bleeding intervention - application of an Israeli pressure bandage & we demonstrate homemade tourniquet to control excessive bleeding. (PM pg4,5) (IG pg7,8) (PM pg 11,12,6) (IG pg18 to 20,10) Israeli Bandage video	6 min	JoMarie
38	Triage Review	Discuss 3 killers: Shock assessment. Perform a mental status evaluation (PM pg5) (IG pg9) slide	5 min	Mary
25	3 C	Shock Intervention - Describe how to maintain body temperature to treat shock. (PM pg5,6) (IG pg9,10) slide	2 min	JoMarie
		Summarize quick assessment and pneumonic 30 – 2 can do slide.	1 min	Mary

BREAK – 5 minutes

Medical –Triage and treatment area 45 minutes 11:10-11:55				
#	Unit	Skill	Time	Instr
36	3 S Activity	Review triage activity (prioritizing victim treatment) and describe the 4 categories & 6 steps. <ul style="list-style-type: none"> • Minor – Green – ambulatory • Delayed – Yellow – not ambulatory • Immediate – Red • Black - deceased (2011 PM pg19 to 24) (2011 IG pg43,44,47 to 49,51 to 53) Sample provided. Triage review – Put scenarios in PPT. Students respond with colored cards. Slides	30 min	Mary
39	4C	Describe how to set up a Disaster Medical Treatment Area. What are the operations? (2011 Unit 4 PM pg6 to 13) (2019 Unit 4 PM pg5). Sample provided. Slides	10 min	Mary

43	4C	Review steps for maintaining proper hygiene and sanitation, including how to purify water. (PM pg11,12) (IG pg14,15) Covid rules!!! slide	4 min	Mary
37	3 S	OPTIONAL: Safely remove exam gloves (2011 PM pg19) (2011 IG pg42)	2 min	Jo Marie

LUNCH BREAK (45-50 minutes)

Head to Toe assessment – 15 minutes. 12:45 – 1:00				
#	Unit	Skill	Time	Instr
17	3 S	Demonstrate how to approach a patient using protocols including Covid safety (mask for both people, distance if possible, ask if they have Covid. (PM pg2) (IG pg4,5)	4 min	Mary
		DOTS slide	1 min	Mary
41	4S	Review head to toe assessment (PM pg8,10) (IG pg10 to 13) also describe what to look for in the assessment (PM pg7,8) (IG pg9 to 11), and signs of a head/neck/spinal injury (PM pg8,9) (IG pg11,12) What are the important points?	10 min	Mary (Joyce has back-up Fred)

Splinting 25 minutes. 1:00 – 1:25				
#	Unit	Skill	Time	Instr
40	4S	Show us how to assess PMS (Pulse, Movement, Sensation) (PM pg8) (IG pg11) before and after splinting	2 min	Mary
26	3 *S	Discuss splinting: limb (upper and lower), foot, and anatomical; And discuss creative tools for splinting. (PM pg14,15) (IG pg23,24). Hands on post covid OPTIONAL: Follow the 7 points of splinting guidelines provided in the 2011 IG Unit 4 pg 53. SLIDES	15 min	Mary
27	3 *S	Apply a sling and swath for the arm. (IG pg22,23)	8 min	Mary

Burns, Heat and Cold injuries – 15 minutes 1:25 – 1:40				
#	Unit	Skill	Time	Instr
28	3 C	Review signs and describe how to treat heat and chemical burns. (PM pg10,11) (IG pg17,18)	5 min	Mary
30	3 C	Review signs and describe how to treat cold related injuries (PM pg16,17) (IG pg25,26)	5 min	Mary
31	3 C	Review signs and describe how to treat heat related injuries (PM pg17,18) (IG pg27)	5 min	Mary

BREAK – 5 minutes

Search & Rescue, Lifts & Carries – 50 minutes. 1:45- 2:35				
#	Unit	Skill	Time	Instr
11	2 *C	Participate in an instructor led discussion on appropriate CERT tasks based on structure damage levels. Identify primary mission and appropriate response. (PM pg11) (IG pg15,16) Relate to triage & treatment location	7 min	Bill/Dawn
55	7 *C	Participate in the Search and Rescue Sizeup activity (PM pg13) (IG pg19) Sample provided. Slide. Foil 7-22 Lead discussion – no groupwork	20 min	Bill/Dawn

13	2 C	Learn about local basic crime scene protocols (2019 IG pg ii,8) ie Don't move dead bodies unless fire or flood!!!	1 min	Bill/Dawn
53	7 *C	Participate in the Gathering Facts activity (PM pg5,6) (IG pg8) Slides	10 min	Bill/Dawn
54	7 *S	Draw an example of the ABCD quadrant method for communicating damage or findings. (PM pg7,8) (IG pg11) White board	2 min	Bill/Dawn
56	7 *S	Demonstrate correct application of search markings (PM pg15) (IG pg22,23) White board	8 min	Bill/Dawn
66	7 C	Describe a debris removal technique and considerations (PM pg20)(IG pg29) Chain passing White Board	1 min	Bill/Dawn
58	7 S	Demonstrate proper body position for lifting (PM pg19) (IG pg27) Legs, back straight. Body mechanics	2 min	Bill/Dawn

Fire & Utilities – 15 minutes 2:35 – 2:50				
#	Unit	Skill	Time	Instr
49	6 *C	Select correct method and agent for extinguishing a fire & describe steps to deciding to use a fire extinguisher (PM pg7,8,10) Instructor may provide several scenarios. (IG pg8,9,12) Slides	8 min	Bill/Dawn
50	6 C	Review fire suppression safety rules (PM pg12) (IG pg15,16)	8 min	Bill/Dawn
51	6 *C	Learn about safe disposal of hazardous materials in your area. (IG pg22)	2 min	Bill/Dawn

BREAK – 5 minutes

Disaster Psych 30 minutes 2:55– 3:25				
#	Unit	Skill	Time	Instr
45	5 C	Participate in the Self-Care Toolkit activity. (PM pg4 to 6) (IG pg7,8) Participants do the form in manual before – discuss as group		Joyce/Avril
46	5 *C	Participate in instructor led “what would you do if...” scenarios (IG pg17). For contents covered in (PM pg8 to 12) (IG pg10 to 17). Sample provided by Univ of UTAH. Printout.		Joyce/Avril
47	5 *S	Perform a survivor approach and use psychological first aid to help stabilize the survivor. Instructor may provide scenarios. (PM pg10 to12) (IG pg14 to 17). Sample provided by Univ of Utah. Print out.		Joyce/Avril
48	5 *C	Learn about the local plan for dealing with the deceased. (PM pg12) (IG pg17) ie only move from scene if fire/flood danger. In treatment area move to morgue, cover, respect, use the term “died”		Joyc/Avril

Terrorism - 5 minutes. 3:25 – 3:30				
#	Unit	Skill	Time	Instr
70	8 *C	Participate in an instructor led “Preparing for a Terrorism Related Event” activity. (PM pg6) (IG pg7,8) See something, say something. STOP	5 min	Bill/Dawn

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Items to present with DSW talk - 25 minutes. 3:30– 3:55				
#	Unit	Skill	Time	Instr
2	ALL	Learn from the Instructor or Program Manager any specific and official plans for CERT use in your area, including your local CERT policies and protocols. If available reference to the local Emergency Operation Plan and learn how CERT fits in the plan. (IG Unit 1 pg ii,8,15,33,34, & Hazard Annexes)	10 min	Mary
3	All	Learn from the Instructor or Program Manager details on any opportunities for you to get further involved in the CERT Program or other programs, if applicable. Also learn of any additional training opportunities, ie. any FEMA CERT add-on modules, hazard specific training, Red Cross, or other local, state, or federal provided courses. (IG Unit 1 pg 8,35,37, & Unit 9 pg 16) Sample provided. Describe how CERT trained individuals mobilize in your jurisdiction. (IG pg11, consult with local CERT Program Manager) Group Photo!!!	15 min	Mary

The following sections will be presented Post-COVID				
#	Unit	Skill	Time	Instr
4	9 *S	Participate in the Mock Disaster Simulation (all students) (IG Unit 9 pg ii to iv,14,15,16). NOTE – this is our old Saturday activities	3 hrs	Team
42	4 *C	See a creative in-line stabilization demonstration (PM pg9) (IG pg12)	8 min	
52	6 *S	Operate a fire extinguisher: PASS (PM pg10,11) Demonstrate proper fire suppression procedures (PM pg13) and extinguish a fire. (IG pgs ii,iii,13,14,16,17,29 to 31)	20 min	
57	7 *S	Perform a mock search. Demonstrate how to conduct a left or right wall search pattern in a room. (PM pg15,16). (IG pg24)	15 min	
59	7 S	Demonstrate proper lifting techniques for the One Person Arm Carry and describe when this carry is the appropriate selection. (PM pg22,23,27) (IG pg33,38)	5 min	
60	7 S	Demonstrate proper lifting techniques for the Pack-Strap Carry and describe when this carry is the appropriate selection. (PM pg23,27) (IG pg33,34,38)	5 min	
61	7 S	Demonstrate proper lifting techniques for the Two Person Carry and describe when this carry is the appropriate selection. (PM pg23,24,27) (IG pg34,35,38)	5 min	
62	7 *S	Demonstrate proper lifting techniques for the Chair Carry, and describe when this carry is the appropriate selection. (PM pg24,25,27) (IG pg35,38)	5 min	
63	7 *S	Demonstrate proper lifting techniques for the Blanket Carry, and describe when this carry is the appropriate selection. (PM pg25,27) (IG pg35,36,38)	5 min	
64	7 *S	Demonstrate proper techniques for Log Rolling, and describe when Log Rolling should be used. (PM pg26,27) (IG pg37,38)	7 min	
65	7 *S	Demonstrate proper techniques for the Blanket Drag and drag without a blanket, and describe when this carry is the appropriate selection. (PM pg26,27) (IG pg36,37,38)	5 min	
67	7 *S	Demonstrate box and unbox cribbing. (PM pg20) (IG pg28)	4 min	
69	7 *S	Perform each position for Leveraging and Cribbing Operations (Medical, Crib, Lever, Leader), and demonstrate knowledge of team organization for leveraging/cribbing operation and describe each position role and responsibility (PM pg20,21,22,27) (IG pg29,30,31,38,39)	30 min	
		Perform Head to Toe on partner		
		Tourniquets		
		Splinting		
The following items are OPTIONAL and will not be assessed at this time. Team meetings, advanced trainings, etc will focus on these items.				
#	Unit	Skill		
14	2 *S	OPTIONAL: Practice filling out CERT forms in an instructor led table top exercise. Instructors may consider making a list of situation information and the student determines which form the info goes on and why, and where the form will go/documentation flow. (2019 PM pg13,27 to 35) (2019 IG pg21,22,34 to 42) Sample provided.		

15	2C	OPTIONAL: Describe how CERT trained individuals organize in the basic Incident Command System (ICS), and the responsibilities of each function: Incident Commander/Team Leader; Logistics Section Chief; Planning Section Chief; Operations Section Chief: Fire Suppression Group Leader, Search & Rescue Group Leader (Triage Team, Transport Team), Medical Group Leader (Immediate, Delayed, Minor, Morgue) (2019 PM Unit 2 pg3 to 5) (2019 IG Unit 2 pg4 to 7, and Unit 4 pg 5)		
16	2*S	OPTIONAL: Practice physically organizing a CERT team and make assignments for each role. (2019 IG Unit 2 pg4 to7, Unit 4 pg5)		