



CICCS Task Book for the Position of:
CRITICAL INCIDENT STRESS
Chaplain (CISC)

July 2026

Task Book Assigned To:

Trainee's Name: _____

Home Unit/Agency: _____

Home Unit Phone Number: _____

Task Book Initiated By:

Official's Name: _____

Home Unit Title: _____

Home Unit/Agency: _____

Home Unit Phone Number: _____

Home Unit Address: _____

Date Initiated: _____

The material contained in this book accurately defines the performance expected of the position for which it was developed. This task book is approved for use as a position qualification document in accordance with the instructions contained herein.

**Verification/Certification of Completed Task Book
for the Position of:**

**CRITICAL INCIDENT STRESS Chaplain
(CISC)**

Final Evaluator's Verification

*To be completed **ONLY** when you are recommending the trainee for certification.*

I verify that (trainee name) _____ has successfully

performed as a trainee by demonstrating all tasks for the position listed above and should be considered for certification in this position. All tasks are documented with appropriate initials.

Final Evaluator's Signature: _____

Final Evaluator's Printed Name: _____

Home Unit Title: _____

Home Unit/Agency: _____

Home Unit Phone Number: _____ Date: _____

Agency Certification

I certify that (trainee name) _____ has met all

requirements for qualification in the above position, and that such a qualification has been issued.

Certifying Official's Signature: _____

Certifying Official's Printed Name: _____

Title: _____

Home Unit/Agency: _____

Home Unit Phone Number: _____ Date: _____

CALIFORNIA INCIDENT COMMAND CERTIFICATION SYSTEM (CICCS) POSITION TASK BOOK

CICCS Position Task Books (PTBs) have been developed for designated National Interagency Incident Management System (NIIMS) positions. Each PTB lists the competencies, behaviors and tasks required for successful performance in specific positions. Trainees must be observed completing all tasks and demonstrate knowledge and competency in their performance during the completion of this PTB.

Trainees are evaluated during this process by qualified evaluators, and the trainee's performance is documented in the PTB for each task by the evaluator's initials and date of completion. An Evaluation Record will be completed by all evaluators documenting the trainee's progress after each evaluation opportunity.

Successful performance of all tasks, as observed and recorded by an evaluator, will result in a recommendation to the agency that the trainee be certified in that position. Evaluation and confirmation of the trainee's performance while completing all tasks may occur on one or more training assignments and may involve more than one evaluator during any opportunity.

INCIDENT/EVENT CODING

Each task has a code associated with the type of training assignment where the task may be completed.

The codes are: O = other, I = incident, W = wildfire, RX = prescribed fire, W/RX = wildfire OR prescribed fire and R = rare event.

The codes are defined as:

- O** = Task can be completed in any situation (classroom, simulation, daily job, incident, prescribed fire, etc.).
- I** = Task must be performed on an incident managed under the Incident Command System (ICS). Examples include wildland fire, structural fire, oil spill, search and rescue, hazardous material, and an emergency or non-emergency (planned or unplanned) event.
- W** = Task must be performed on a wildfire incident.
- RX** = Task must be performed on a prescribed fire incident.
- W/RX** = Task must be performed on a wildfire OR prescribed fire incident.
- R** = Rare events such as accidents, injuries, vehicle or aircraft crashes occur infrequently, and opportunities to evaluate performance in a real setting are limited. The evaluator should determine, through an interview, whether the trainee can perform the task in a real situation.

While tasks can be performed in any situation, they must be evaluated for the specific incident/event for which they are coded. For example, tasks coded W must be evaluated on a wildfire; tasks coded RX must be evaluated on prescribed fire and so on. Performance of any task other than the designated assignment is not valid for qualification.

Tasks within the PTB are numbered sequentially; however, the numbering does NOT indicate the order in which the tasks need to be performed or evaluated.

The bullets under each numbered task are examples or indicators of items or actions related to the task. The bullets are intended to assist the evaluator in evaluating the trainee; they are not all-inclusive. Evaluate and initial ONLY the numbered tasks. DO NOT evaluate and initial each individual bullet.

A more detailed description of this process and definitions of terms are included in the *CICCS - Qualification Guide*. This document can be found at <http://www.firescope.org/specialist-groups/ciccs/ciccs.htm>

RESPONSIBILITIES

The responsibilities of the Home Unit/Agency, Trainee, Coach, Training Specialist, Evaluator, Final Evaluator and Certifying Official are identified in the *CICCS - Qualification Guide*. It is incumbent upon each of these individuals to ensure their responsibilities are met.

INSTRUCTIONS FOR THE POSITION TASK BOOK EVALUATION RECORD

Evaluation Record #

Each evaluator will need to complete an evaluation record. Each evaluation record should be numbered sequentially. Place this number at the top of the evaluation record page and also use it in the column labeled “Evaluation Record #” for each numbered task the trainee has satisfactorily performed.

Trainee Information

Print the trainee’s name, position on the incident/event, home unit/agency, and the home unit/agency address and phone number.

Evaluator Information

Print the Evaluator’s name, position on the incident/event, home unit/agency, and the home unit/agency address and phone number.

Incident/Event Information

Incident/Event Name: Print the incident/event name.

Reference: Enter the incident code and/or fire code.

Duration: Enter inclusive dates during which the trainee was evaluated.

Incident Kind: Enter the kind of incident (wildfire, prescribed fire, search and rescue, flood, hurricane, etc.).

Location: Enter the geographic area, agency, and state.

Management Type or Prescribed Fire Complexity Level: Circle the ICS organization level (Type 5, Type 4, Type 3, Type 2, Type 1, Area Command) or the prescribed fire complexity level (Low, Moderate, High).

Fire Behavior Prediction System (FBPS) Fuel Model Group: Circle the Fuel Model Group letter that corresponds to the predominant fuel type in which the incident/event occurred.

G = Grass Group (includes FBPS Fuel Models 1 – 3):

1 = short grass (1 foot); 2 = timber with grass understory; 3 = tall grass (1½ - 2 feet)

B = Brush Group (includes FBPS Fuel Models 4 – 6):

4 = Chaparral (6 feet); 5 = Brush (2 feet); 6 = dormant brush/hardwood slash;

7 = Southern rough

T = Timber Group (includes FBPS Fuel Models 8 – 10)

8 = closed timber litter; 9 = hardwood litter; 10 = timber (with litter understory)

S = Slash Group (includes FBPS Fuel Models 11 – 13)

11 = light logging slash; 12 = medium logging slash; 13 = heavy logging slash

Evaluator's Recommendation

For 1 – 4, initial only one line as appropriate; this will allow for comparison with your initials in the Qualifications Record.

Record additional remarks/recommendations on an Individual Performance Evaluation, or by attaching an additional sheet to the evaluation record.

Evaluator's Signature

Sign here to authenticate your recommendations.

Date

Document the date the Evaluation Record is being completed.

Evaluator's Relevant Qualification (or agency certification)

List your qualification or certification relevant to the trainee position you supervised.

Note: Evaluators must be either qualified in the position being evaluated or supervise the trainee; Final Evaluators must be qualified in the trainee position they are evaluating.

Critical Incident Stress Chaplain (CISC)

Competency: Assume position responsibilities.

Description: Successfully assume the role of Critical Incident Stress – Peer Support Team Member and initiate position activities at the appropriate time according to the following behaviors.

Behavior: Establish Pre-Incident Preparations

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
1. Understand Confidentiality as Applied to Chaplain Support. • <i>How is Confidentiality Applied</i> • <i>Confidentiality Coverage Levels</i> • <i>California Evidence Code § 1034 (Privilege of a Clergyman)</i> • <i>California Evidence Code § 917 (Presumption that certain communications are confidential)</i> • <i>Confidentiality Exceptions</i> • <i>Mandatory Reporting Requirements (State/Federal)</i> • <i>Privileged Communication VS Confidentiality</i> • <i>Note Taking as it Applies to Chaplain Support</i>	O		
2. Understand Various Courses/Training Available Prior to Deployments. • <i>Group and Individual Crisis Support</i> • <i>Suicide Response</i> • <i>Strategic Planning / CISM Planning</i>	O		
3. Have Knowledge of Various Peer Support and other Crisis Response Resources and/or Resource Listings. • <i>Mental Health Professionals</i> • <i>Agency Peer Support Coordinators</i> • <i>Field Operations Guide (Chapter 23)</i> • <i>Substance Abuse Assistance</i> • <u>Incident Resources</u> • <u>CAL FIRE Incident Action Guidebook - example</u>	O/I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
4. Build a Comprehensive Chaplain Crisis Kit. • <i>Office Supplies</i> • <i>Accountability Resources</i> • <i>Identification</i> • <i>Forms</i> • <i>Importance of Kit Re-Establishment After Deployment</i> • Incident Guidebook - ICS 214, Documentation • ICS Forms NWCG	O		
5. Understand how the Role of a Chaplain works within assigned Incident Management / Command Teams. • <i>IMT Command Advisor</i> • <i>Engaging with Peer Teams as a Chaplain</i> • <i>Types of Incident Management Teams (State, Federal, Local)</i> • <i>Roles of an IMT</i> • Incident Management Teams National Interagency Fire Center (nifc.gov) • CAL FIRE • California Wildland Fire Coordinating Group (nifc.gov)	O		

Behavior: Gather Initial Order / Request Information for Activation

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
6. Obtain Initial Order Information and Response Guidelines. • <i>Incident location</i> • <i>Incident number</i> • <i>Incident type (state, federal, local)</i> • <i>Report date/time</i> • <i>Peer Support Lead contact number</i> • <i>Gather equipment needed</i> • Incident Guidebook - Deployment Considerations	O/I		

Evaluate the numbered tasks **ONLY**. **DO NOT** evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

Behavior: Gather, update, and apply situational information relevant to the assignment.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
7. Obtain Initial Briefing from assigned Critical Incident Stress Lead (CISL) or designee. <i>Expected timeframes for briefings, planning meetings, and team meetings.</i> <i>Incident Briefing - Current Situation</i> <i>Special considerations on the incident.</i> https://firescope.caloes.ca.gov - Chapter 23 Behavioral Health	I		
8. Collect Information from Outgoing Chaplains, CISM team members or Other Personnel Responsible for Peer Support Prior to Your Arrival. (If Applicable) <i>Status of scheduled or planned defusing/debriefings, etc.</i> <i>Information and status on the location of injured individuals (if applicable)</i> <i>Information on location situations (e.g., ICP/base/ camp locations, medical facilities, road closures).</i> <i>Knowledgeable of what agencies and disciplines are assigned (i.e., Local, State,</i>	I		

Behavior: Establish effective relationships with relevant personnel.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
9. Establish and Maintain Positive Interpersonal and Interagency Working Relationships. <i>CISL – Peer Team Lead</i> <i>CISM – Peer Team Members</i> <i>CISK – Critical Incident Stress K9</i> <i>Local agencies</i> <i>Hosting unit</i> <i>Public</i> <i>Division/Group Supervisors</i> <i>Command and General Staff</i> <i>Multi-Agency Peer Support Teams (Determination and Considerations)</i>	I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

Behavior: Establish organization structure, reporting procedures, and chain of command of assigned resources.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
10. Understand the Daily Plan and Activate Strategies and Tactics Established by the Peer Team Lead. • <i>Be present at daily briefing/debriefings with other assigned Peer Support Team Members.</i> • <i>Ensure availability of appropriate resources</i> • <i>Follow protocol for communicating daily accomplishments to appropriate personnel, and complete assignments required by the Team Lead.</i> • <i>Support tactical assignments, ensure resource support and coordination needs.</i> • <i>Provide status updates when in the field.</i> • <i>Maintain accountability at all times</i> • <u>Incident Activation Guidebook - Example Objectives / Expectations</u> • <u>Peer Guidebook - Organization and Operation</u>	I		
11. Understand Chaplain Roles and Responsibilities • <i>Understand CISC boundaries and limitations</i> • <i>Understand proper team accountability guidelines and procedures (in camp and field)</i> • <i>Understand peer support team expectations, operating guidelines, roles, and responsibilities to assigned peer team members.</i>	O/I		
12. Understand Kind, Type and Number of Resources Required to Achieve Objectives. • <i>Consider terrain, weather, kinds and types of resource availability and safety factors</i> • <i>Communicate any potential resource needs to CISL</i>	O/I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
13. Understand How to Staff the Peer Support Section • <i>Qualifications</i> • <i>Ordering Process (Local, State, Federal)</i> • <i>Check-in procedures</i> • <i>Incident Guidebook - Ordering and Demob</i>	I		

Behavior: Determine and Establish Peer Support Logistical Needs

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
14. Understand the Importance of the Peer Support Team Location at the ICP, Types and Amounts of Trailers and/or Tents to Support the Section. • <i>Discussion on pros and cons for the setup location</i> • <i>Incident Guidebook - Logistics</i>	I		

Behavior: Additional Support Methods.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
15. Understand Chaplaincy Liaison • <i>Usage</i> • <i>Roles and Responsibilities of clergy and chaplains</i> • <i>Special considerations and guidelines</i>	O		
16. Understand Clinical Support – Mental Health Professional • <i>Roles of clinical support</i> • <i>Responsibilities</i> • <i>Chain of Command</i> • <i>Scope of duties & Rules of Engagement</i> • <i>Understanding Clinical modalities</i> • <i>Culturally competent</i> • <i>Successful use during deployments</i>	O		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

17. Understand Employee Assistance Program (EAP) • <i>Department Specific</i> • <i>Coverage and Benefits</i>	O		
18. Understand Animal Usage • <i>Types (Service vs Support)</i> • <i>Types (Comfort, Therapy, Crisis)</i> • <i>Rules of Engagement</i> • <i>Ordering</i> • <i>Licensing and Liability</i> • <i>Conflict Resolution between handlers</i> • <i>AKC Therapy Dog – American Kennel Club</i> • <i>Incident Guidebook - Animal Usage</i>	O		

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Critical Incident Stress Chaplain (CISC)

Competency: Exhibiting Leadership Qualities

Description: Influence, guide, and motivate yourself along with assigned personnel to accomplish objectives and desired outcomes in a rapidly changing, high-risk environment.

Behavior: Model leadership values and principles.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
19. Exhibit Principles of Duty. <i>Be proficient in your job, both technically and as a Chaplain.</i> <i>Make sound and timely decisions.</i> <i>Ensure tasks are understood and accomplished.</i> <i>Seek mentorship opportunities</i>	I		
20. Exhibit Principles of Respect. <i>Know your team members and look out for their well-being.</i> <i>Keep your supervisors (CISL) informed.</i> <i>Ensure all assignments are communicated to your supervisor</i>	I		
21. Exhibit Principles of Integrity. <i>Know yourself and seek improvement.</i> <i>Seek responsibility and accept responsibility for your actions.</i> <i>Set the example.</i>	I		

Behavior: Ensure the safety and welfare of assigned personnel.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
22. Ensure Assigned Resources are Following Safety Guidelines Appropriately. <i>Commitment times</i> <i>Communication with the division/groups when performing activities in the field.</i> <i>Adhering to reporting requirements (accountability)</i> <i>Utilizing appropriate safety equipment for assigned work locations.</i>	I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
23. Comply with Agency Requirements • <i>Develop plans based on safety considerations/guidelines and applicable policy and procedures</i> • <i>Spot check operations to ensure compliance with safety considerations and applicable policy and procedures</i>	I		
24. Ensure Safety and Well-being While Assigned and After Assignments • <i>Self-care measures</i> • <i>Monitor burn-out and vicarious trauma impacts/fatigue</i> • <i>Team resiliency techniques</i> • <i>Team debriefings – Attend, Participate</i> • <i>Personal care plans</i> • <i>Understand vicarious trauma</i> • <i>Wellness, nutrition and physical fitness while assigned.</i>	I		

Behavior: Emphasize teamwork.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
25. Understand the Importance of and Establish Cohesiveness Among Assigned Resources. • <i>Assignments</i> • <i>Daily pre-meetings</i> • <i>Nightly debriefings/team building</i> • <i>Multi-Agency (importance of inclusion)</i>	I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

Behavior: Coordinate interdependent activities.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
26. Understand the roles of the Command, General Staff, and Appropriate Unit Leaders. • <i>Receive and transmit current and accurate information.</i> • <i>Inform appropriate team members of significant changes in operations.</i> • <i>Brief and debrief between operational periods.</i> • <i>Remain available for immediate contact or designate a secondary contact when unavailable.</i>	I		
27. Coordinate with Supervisor (CISL) to Understand Demobilization Processes and Information Needed. • <i>Kind/type</i> • <i>Quantity</i> • <i>Time/date of available release</i> • <i>Daily review of the list for accuracy</i>	I		
28. Understand the Importance of and How to Effectively Coordinate with Local Departments, Other Agencies, Local Resources, and Law Enforcement during and Post-activation. • <i>Local CISM Teams</i> • <i>Union Support Events</i> • <i>Incident Emergency Response Centers (EOC)</i> • <i>Livestock and pets (Know shelter locations)</i> • <u>Supplying Aid to Victims of Emergency (SAVE) - California Fire Foundation (cafirefoundation.org)</u> • <u>Disaster Relief - IAFF</u> • <u>Cal Fire Benevolent Foundation – CDF Benevolent Foundation</u>	I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

Competency: Critical Incident Stress Management

Description: Understand how to utilize tools established by the Critical Incident Stress Management model of crisis support

Behavior: Critical Incident Stress Management

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
29. Understand CISM Basics and Usage • <i>When to initiate</i> • <i>Strategic Planning</i> • <i>Safety Considerations</i> • <i>General Dos and Don'ts</i> • <i>Audience Consideration</i> • <i>Purpose</i> • <i>Target, Timing, and Theme</i> • <i>Mental Health Professional participation</i> • Incident Guidebook - CISM	O		
30. Understand and Implement Various Levels of CISM and Applications • <i>One-on-one</i> • <i>Crisis Management Briefing (CMB)</i> • <i>Defusing</i> • <i>Debriefing</i>	O/I		
31. Plan, Organize, and Staff a CISM Application • <i>Crisis Management Briefing (CMB)</i> • <i>Debriefing</i> • <i>Defusing</i>	I		
32. Apply Stress First Aid – Peer Support Triage • <i>USFS / IAFF training model</i> • <i>How to triage a person in crisis</i> • <i>Refer to a higher level of care</i> • <i>Boundaries</i> • <i>Understand addiction, substance abuse and recovery</i> • Stress First Aid US Forest Service (usda.gov)	O/I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

Competency: Communicate effectively.

Description: Use suitable communication techniques to share relevant information with appropriate personnel on a timely basis to accomplish objectives in a rapidly changing, high-risk environment.

Behavior: Ensure relevant information is exchanged during briefings and debriefings.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
33. Share Pertinent Operations Information That May Affect the Team's Management of The Incident.	I		
34. Participate in Daily Peer Team Briefing. - Changes from the IAP. - Present current conditions, field information - Section-specific information. - Goals and Objectives - Team wellness check-in	I		
35. Attend Daily Operational Incident Briefings to Personnel. Obtain current IAP	I		

Behavior: Ensure documentation is complete, and disposition is appropriate.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
36. Ensure Assigned Operations Personnel and Equipment Time Records are Complete and Have Been Submitted to the appropriate Time Unit position at the End of Each Operational Period.	I		
37. Ensure Incident Documentation is Completed as Required. - Completed ICS 214 has been submitted by peer team members directly to the assigned Peer Team Lead (CISL). To assist with after action report - Receive complete performance evaluations from CISL, at the conclusion of the chaplain assignment	I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

Behavior: Gather, produce, and distribute information as required by established guidelines and ensure understanding by the recipient.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
38. Understand Public Information PIO Unit • <i>Obtain contact information for the peer support contact related to public information requests</i> • <i>Media and Publication Requests and the associated process of notification when assigned to an incident.</i> • <i>Roles and Responsibilities of the PIO Unit</i> • <i>Application to behavioral health</i>	O		
39. Report Special Events (e.g., Incidents Within an Incident (IWI), Accidents, Political Contacts, Property Loss or Damage). • <i>Obtain information about special events (e.g., subordinates, personal observation, other incident personnel, off-incident personnel).</i> • <i>Include standard information (e.g., nature of event, location, magnitude, personnel involved (do not release names of victims or agency over radio), initial action taken).</i> • <i>Understand actions needed by Pear Team Lead when an IWI event occurs. Pre-Plan Actions</i>	I		
40. Inform Incident Commander or Designee as Soon as Possible of Problems.	I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

Behavior: Communicate and ensure understanding of communication boundaries and basics.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
41. Understand Communication Basics • <i>How we communicate</i> • <i>Level of Care</i> • <i>Understanding Conflict Resolution</i> • <i>Talking to a grieving individual</i> • <i>Talking to a person in crisis</i> • <i>Suicide Communication/support</i> • <i>Stress Signs and Symptoms</i> • <i>Verbal Cues</i> • <i>Nutrition Importance</i>	O		
42. Understand Communication Boundaries • <i>Opposite sex boundaries</i> • <i>One-on-one precautions</i> • <i>Emotional decision making</i> • <i>Legal and ethical considerations</i> • <i>Agency policy and liabilities</i> • <i>Cultural diversity</i> • <i>Personal bias</i> • <i>Professional and personal limitations</i>	O		

Behavior: Communicate and ensure understanding of work expectations within the chain of command and across functional areas.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
43. Ensure Priorities and Tactics are Communicated and Understood Throughout. • <i>Understand the importance of radio communication</i> • <i>Understand the importance of safety gear</i>	I		
44. Ensure any Changes in Priorities or Tactics are communicated and understood. • <i>Understand the importance of radio communication</i> • <i>Understand the importance of safety gear</i>	I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

Behavior: Develop, Establish, and Evaluate associated IAP materials

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
45. Understand how to create an IAP Message for the Operational Briefing Packet • <i>What is an Incident Action Plan (IAP)</i> • <i>IAP submission process</i> • <i>Develop an appropriate Message</i> • <i>Explain what the most effective duration for the message would be</i> • <u>Incident Guidebook - IAP</u>	I		

Behavior: Develop and apply appropriate peer team identification

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
46. Understand the Importance of Properly Identifying Associated Peer Personnel and Equipment • <i>Vehicle / Trailer / Tent identification</i> • <i>Individual identification and importance</i> • <i>Standardization of identification</i>	I		

Behavior: Assist in developing and implementing plans and gain concurrence of affected agencies and/or the public.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
47. Participate in the Preparation of Other Necessary Relevant Plans. • <i>Crisis Management Briefing (CMB)</i> • <i>Funeral (for Line of Duty Deaths)</i> • <i>Agency Peer Support Teams</i> • <i>Honor Guard Assistance (if applicable)</i> • <i>Repopulation and civilian assistance</i> • <i>Family Support of Involved employees</i> • <i>Serious Accident Review Teams (SART)</i>	O/I		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Critical Incident Stress Chaplain (CISC)

Competency: Ensure completion of assigned actions to meet identified objectives.

Description: Identify, analyze, and apply relevant situational information and evaluate actions to complete assignments safely and meet identified objectives. Complete actions within the established timeframe.

Behavior: Gather, analyze, and validate information pertinent to the incident or event and make recommendations for setting priorities.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
48. Evaluate and Monitor Current Situation. <i>Determine if aggregate statistics will need to be gathered for future reports. Obtain direction from Peer Support Lead.</i> <i>Identify problems and concerns early and communicate often.</i>	I		

Behavior: Transfer position duties while ensuring continuity of authority and knowledge, and considering the increasing or decreasing incident complexity.

TASK	C O D E	EVAL. RECORD #	EVALUATOR: Initial & date upon completion of task
49. Coordinate an Efficient Transfer of Position Duties When Mobilizing/Demobilizing. <i>Consider transition early in the incident.</i>	I		
50. Update and Maintain Documentation According to Activities Associated with Section. <i>Peer Support & clinical stats</i> <i>ICS 214 daily log usage</i>	O/I		
51. Understand Why and How to Transition from Short Term Support to Long Term Care Plan <i>Work with the local agency or the local peer team to determine how to transition from the incident-supported peer team to local resources.</i> <i>Importance of proper transition.</i> <i>Incident Guidebook - Incident Close Out</i>	O		

Evaluate the numbered tasks ONLY. DO NOT evaluate bullets; they are provided as examples/additional clarification.

Trainee Information

Printed Name:

Trainee Position on Incident/Event:

Home Unit/Agency:

Home Unit /Agency Address and Phone Number:

Evaluator Information

Printed Name:

Evaluator Position on Incident/Event:

Home Unit/Agency:

Home Unit /Agency Address and Phone Number:

Incident/Event Information

Incident/Event Name:

Reference (Incident Number/Fire Code):

Duration:

Incident Kind: Wildfire, Prescribed Fire, All Hazard, Other (specify):

Location (include Geographic Area, Agency, and State):

Management Type (circle one): Type 5, Type 4, Type 3, Type 2, Type 1, Area Command

OR Prescribed Fire Complexity Level (circle one): Low, Moderate, High

FBPS Fuel Model Letter: G = Grass, B = Brush, T = Timber, S = Slash

Evaluator's Recommendation

(Initial only one line as appropriate)

- _____ 1) The tasks initialled and dated by me on the Qualification Record have been performed under my supervision in a satisfactory manner. The trainee has successfully performed all tasks in the PTB for the position. I have completed the Final Evaluator's Verification section and recommend that the trainee be considered for agency certification.
- _____ 2) The tasks initialled and dated by me on the Qualification Record have been performed under my supervision in a satisfactory manner. However, opportunities were not available for all tasks (or all uncompleted tasks) to be performed and evaluated on this assignment. An additional assignment is needed to complete the evaluation.
- _____ 3) The trainee did not complete certain tasks in the PTB in a satisfactory manner, and additional training, guidance, or experience is recommended.
- _____ 4) The individual is severely deficient in the performance of tasks in the PTB for the position, and additional training, guidance, or experience is recommended prior to another training assignment.

Record additional remarks/recommendations on an Individual Performance Evaluation, or by attaching an additional sheet to the evaluation record.

Evaluator's Signature: _____

Date: _____

Evaluator's Relevant Qualification (or agency certification): _____

Additional Evaluation Record Sheets can be downloaded at www.nwccg.gov/pms/taskbook/taskbook.htm

Trainee Information

Printed Name:

Trainee Position on Incident/Event:

Home Unit/Agency:

Home Unit /Agency Address and Phone Number:

Evaluator Information

Printed Name:

Evaluator Position on Incident/Event:

Home Unit/Agency:

Home Unit /Agency Address and Phone Number:

Incident/Event Information

Incident/Event Name:

Reference (Incident Number/Fire Code):

Duration:

Incident Kind: Wildfire, Prescribed Fire, All Hazard, Other (specify):

Location (include Geographic Area, Agency, and State):

Management Type (circle one): Type 5, Type 4, Type 3, Type 2, Type 1, Area Command

OR Prescribed Fire Complexity Level (circle one): Low, Moderate, High

FBPS Fuel Model Letter: G = Grass, B = Brush, T = Timber, S = Slash

Evaluator's Recommendation

(Initial only one line as appropriate)

- _____ 1) The tasks initialled and dated by me on the Qualification Record have been performed under my supervision in a satisfactory manner. The trainee has successfully performed all tasks in the PTB for the position. I have completed the Final Evaluator's Verification section and recommend the trainee be considered for agency certification.
- _____ 2) The tasks initialled and dated by me on the Qualification Record have been performed under my supervision in a satisfactory manner. However, opportunities were not available for all tasks (or all uncompleted tasks) to be performed and evaluated on this assignment. An additional assignment is needed to complete the evaluation.
- _____ 3) The trainee did not complete certain tasks in the PTB in a satisfactory manner and additional training, guidance, or experience is recommended.
- _____ 4) The individual is severely deficient in the performance of tasks in the PTB for the position and additional training, guidance, or experience is recommended prior to another training assignment.

Record additional remarks/recommendations on an Individual Performance Evaluation, or by attaching an additional sheet to the evaluation record.

Evaluator's Signature: _____

Date: _____

Evaluator's Relevant Qualification (or agency certification): _____

Additional Evaluation Record Sheets can be downloaded at www.nwecg.gov/pms/taskbook/taskbook.htm