

X. PREPAREDNESS

A. PERSONNEL SELECTION AND PERFORMANCE 1

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OEP will provide direction and support for MSTs, individual team members, and trainees to attend AARs meetings, training sessions, and other activities related to development and maintenance of qualifications.

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OEP will develop and maintain rosters of personnel both in training and qualified to perform as members of the MST. OEP will use a formal selection process to assure qualified personnel meet team training and qualification standards. Nominations for consideration as a MST member should come to HHS from specialty teams, and other agencies that have response personnel who meet selection criteria. OEP will provide forms and related documents to agencies, departments and others that have employees to nominate for MST position.

The OEP training and qualifications program provides a consistent, single national program for all health and medical responders. The Training and Qualifications Committee is chaired by a member of the OEP and composed of HHS regional and cooperating agency representatives. The committee manages the program with the oversight of the Director of the OEP.

The committee identifies needed training courses, and coordinates the selection of trainees, training cadre and course coordinators. The committee manages the development of new training courses and reviews qualifications of the MST and health and medical response Team Leaders through their committee representatives.

OEP will use the Training and Qualifications Committee to review all nominations and select personnel who meet the qualifications to become members of the MST. This selection will be based on the following criteria:

- Emergency response experience
- Background in the position or functional area
- Past performance on deployments
- Geographic distribution
- Availability to attend training and respond as a team member.

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At the conclusion of each assignment, MST members will be evaluated by their immediate supervisors. These evaluations, along with the persons name, position(s) filled, duration of assignment, degree of assignment complexity, will be forwarded to OEP with recommendations for future training in one package with an appropriate cover letter signed by the MST Leader.