

RESPONSE TEAMS OVERVIEW



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What is the Response Team Description Manual?

- ◆ Four manuals in-one
 - Disaster Medical Assistance Team
 - Disaster Mortuary Operational Response Team
 - Veterinary Medical Assistance Team
 - National Medical Response Team/Weapons of Mass Destruction
- ◆ Describes components of each team
- ◆ Serves as a reference document for each team

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Manual Objectives

- ◆ Provide a standard response organizational structure for each team
- ◆ Provide formal documentation of duties, responsibilities, and requirements for each team position
- ◆ Identify a pathway for individuals to qualify for team positions requirements

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Manual Components

- ◆ Introduction
- ◆ Individual teams (4)
 - Description
 - Organizational Structure
 - Position Requirements
 - Position Descriptions
 - Operational Checklists
 - Equipment Cache Inventory
- ◆ Appendices

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Team Description

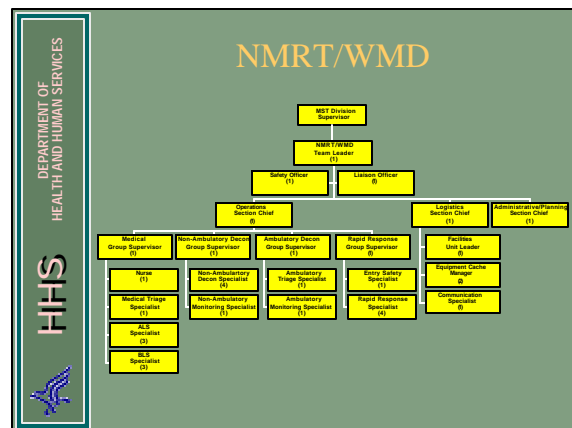
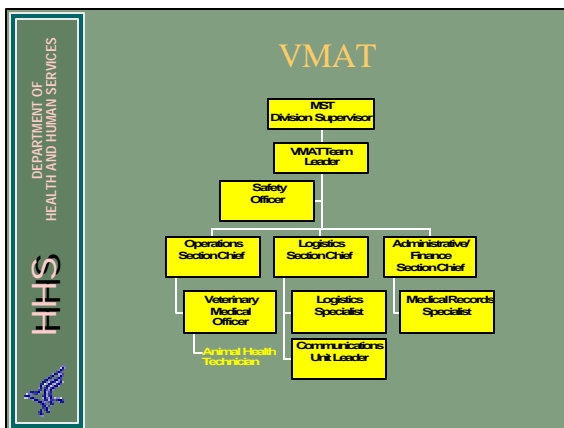
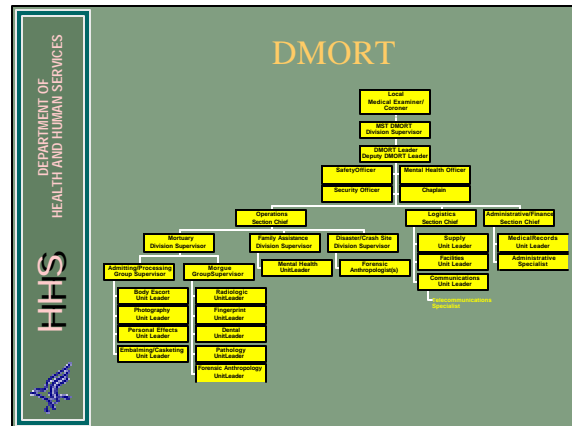
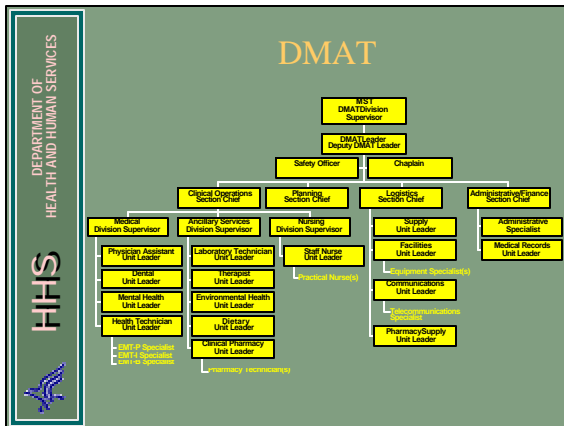
- ◆ Brief Description of:
 - Capabilities
 - Operational aspects
 - Team member composition
 - Equipment cache

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Organizational Structure

- ◆ Follows ICS
 - Command and Command Staff
 - General Staff
 - Operations Section
 - Logistics Section
 - Planning Section (DMAT)
 - Administrative/Finance Section
- ◆ Common positions among teams
- ◆ Expandable to meet tactical objectives

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General Position Requirements

- ◆ Standards
- ◆ Knowledge
- ◆ Skills
- ◆ Abilities
- ◆ Training and certification requirements
 - ICS
 - Functional team training
 - Specialized training

Specific Position Descriptions

- ◆ Functional Description
- ◆ Description of Duties
- ◆ Knowledge
- ◆ Skills
- ◆ Abilities
- ◆ Training Requirements

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Training Matrix

Course	Advanced ICS	NMRT/WMD Orientation	Command & General Staff Functional Training	Operations Section Functional Training	Logistics Section Functional Training	Finance Section Functional Training	OSHA Fire Responder Operations Level	OSHA HazMat Technician Level	ICS Safety Officer	OSHA HazMat Incident Command	Language Management Training
Team Leader	X	X	X				X			X	X
Safety Officer	X	X	X				X	X	X		
Liaison Officer	X	X	X				X				
Operations Section Chief	X	X	X	X			X	X		X	
Logistics Section Chief	X	X	X		X		X				
Administrative/Planning Section Chief	X	X	X			X	X				

Position Descriptions

- ◆ **Functional Description -**
– DMAT Team Leader
 - The DMAT Leader is responsible for managing all aspects of a mission from the time of activation through the return to the home base including all resources (i.e., personnel and equipment). The DMAT Leader reports directly to the MST Division Supervisor.

Position Descriptions

- ◆ **Description of Duties**
– NMRT/WMD Safety Officer
 - Intervenes immediately in unsafe activities to prevent the loss of life and/or injuries;
 - Develops plans for physical security and safety of the Team members and ensures it is included in the NMRT/WMD Safety Plan for implementation;
 - Ensures environmental sanitation activities are satisfactory and sanitation standards are enforced; and
 - Monitors HazMat operations for compliance of all applicable standards and laws.

Position Descriptions

- ◆ **Knowledge**
– VMAT Team Leader
 - Comprehensive knowledge of the functional and overall role of the action planning process;
 - Comprehensive knowledge of OEP and MST standard operating procedures; and
 - Comprehensive knowledge of supervisory and personnel management skills.

Position Descriptions

- ◆ **Skills**
– DMORT Mental Health Unit Leader
 - One year of specialized experience in a DMORT-related mental health discipline;
 - Experience in dealing with critical and EISS management situations;
 - Experience in interacting with the public under a variety of circumstances, (i.e., providing counseling assistance, etc.); and
 - Manage subordinates in stressful work environments.

Position Descriptions

- ◆ **Abilities**
– DMORT Communications Unit Leader
 - Work at heights to place antennas, repeaters, etc.;
 - Possess good interagency coordination skills, work well with technical experts, local officials, and other organizations; and
 - Meet the arduous physical fitness requirement.

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Position Descriptions

- ◆ Training Requirements
 - DMAT Logistics Section Chief
 - Complete Advanced ICS training;
 - Complete Command and General Staff functional training; and
 - Complete Logistics Section functional training.

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Operational Checklists

- ◆ Reminders of deployment actions
- ◆ Mirror three phases of deployment
 - Upon activation
 - On-site operations
 - Deactivation
- ◆ General Operational Checklist
- ◆ Specific Position Checklist

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Sample Checklist

- ◆ DMORT Fingerprint Unit Leader

Upon Activation	
<input type="checkbox"/>	See General Operational Checklist.
On-site Operations	
<input type="checkbox"/>	Assist in the set-up of the fingerprint station.
<input type="checkbox"/>	Perform fingerprint examinations, as required, to ascertain identification of victim.
<input type="checkbox"/>	Ensure chain of custody of legal evidence.
<input type="checkbox"/>	Provide guidance and instruction as necessary to fingerprint personnel from local jurisdictions involved in the investigation.
<input type="checkbox"/>	Confer as necessary with officials of the FBI, Police Chiefs, State Attorney, and others who are directly concerned with facts of the disaster.
<input type="checkbox"/>	Provide input on identifications.
<input type="checkbox"/>	Transfer all personal items with the body when it leaves station.
<input type="checkbox"/>	Follow all Universal Precautions against exposure to communicable disease.
<input type="checkbox"/>	Provide regular status updates to the Morgue Group Supervisor.
Deactivation	
<input type="checkbox"/>	Document any lost or damaged equipment and provide list to the Morgue Group Supervisor.
<input type="checkbox"/>	Ensure all records and documentation are completed and forwarded to the Morgue Group Supervisor.
<input type="checkbox"/>	Assist in the critique of the Operations Section performance.
<input type="checkbox"/>	Provide any remaining after-action issues to supervisor for follow-up.

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Equipment Inventory

- ◆ Team equipment cache inventory
- ◆ Packaging schemes
- ◆ Recommended personal items

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Appendices

- ◆ Acronyms
- ◆ Terms and Definitions
- ◆ NDMS Disaster Team Code of Conduct

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Any Questions ?

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