

# Casualty Assistance Program

## Course Catalog 2023-2024

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SEPTEMBER 2023

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Office of Safety and Occupational Health  
National Casualty Assistance Program



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# Welcome to CAP Training!

The Forest Service Casualty Assistance Program (CAP) takes a coordinated approach to assist employees, their families, and the larger interagency community following a casualty (while people usually associate the term “casualty” with death, casualty support also refers to support the Forest Service provides after a serious or traumatic injury or illness). CAP provides support for both work and non-work related (off-duty) fatalities, injuries, and illnesses.



The program educates employees and agency leaders on what support, benefits, and resources are available following a casualty, trains official agency liaisons to engage with family members and hospital staffs and provides critical incident peer support to those impacted by the casualty.

***“We simply cannot plan for the unexpected; we must prepare for it.”***

CAP offers an array of training and educational courses covering key topics such as managing critical incidents, death notifications, agency and survivor support, workers’ compensation, and policy. Every course was created by thoughtful, experienced subject matter experts determined to prepare and support employees, their families, and the larger interagency community following a casualty.

This course catalog is a collection of training courses and educational resources made available to employees and external partners.

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# National CAP Course Descriptions

## **You Will Not Stand Alone (YWNESA)**

Objectives: provide tangible resources for reference; provide an opportunity to build a support network; participate in incident-based scenarios to build familiarity with possible real-life events

Outcomes: students will gain knowledge, resources, and a support system to better prepare themselves and their home unit for a response to a critical incident; participants will identify home unit strengths, weaknesses, and opportunities and plan to adjust as needed to prepare for critical incidents; participants will gain knowledge, resources, and a support system to make proactive changes on their home unit.

## **Basic CISM – Assisting Individuals in Crisis and Group Crisis Intervention**

This 3-day course combines the content of Assisting Individuals in Crisis & Group Crisis Intervention courses. Crisis Intervention is a specialized acute emergency mental health intervention that requires specialized training. Designed to present the core elements of a comprehensive, systematic, and multi-component crisis intervention curriculum, this course will prepare participants to understand a wide range of crisis intervention services for both the individual and for groups. Fundamentals of Critical Incident Stress Management (CISM) will be outlined, and participants will leave with the knowledge and tools to provide several group crisis interventions, specifically demobilizations, defusing's, and the Critical Incident Stress Debriefing (CISD).

## **Advanced CISM – Assisting Individuals in Crisis and Group Crisis Intervention**

Basic CISM is a prerequisite for this 4-day course. This course builds upon and is the logical continuation of the basic course. Using the SAFER-R framework as a platform, participants are introduced to scenario-based variations of the model. Topics such as advanced psychological triage, grief, suicide intervention, challenges in follow up and referral, and self-care are addressed. In addition, participants are asked to evaluate pre-recorded video examples of crisis intervention using the SAFER-R model. At the conclusion of this course, participants will have been exposed to specific, proven strategies to intervene with those suffering the ill effects of their exposure to trauma. Emphasis will be on advanced defusing's, and debriefings in complex situations.

## **Hospital and Family Liaison**

Unexpected serious injury, illness or death invokes a unique set of emotional challenges that must be processed and dealt with. During this time of profound stress, employees and family members will likely be overwhelmed with all kinds of information and decisions that require immediate resolution. The Family and Hospital Liaisons bridge support services with the injured/ill employee and/or the grieving family. They also support the family and assure Agency officials that the family's needs are being met. Without a doubt, these are some of the most demanding and important roles in the incident support organization. This course will provide tools and guidance to liaisons.

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## **Strategic Response to Crisis**

Knowing what sequence of crisis intervention processes to use for which individuals or groups, at what times, and under what circumstances is crucial to all effective early intervention programs. The course will present essential information for the assessment of both crisis situations and the effects of critical incidents on people involved in those situations. Learn to create an effective plan of action to assist those in crisis and complete a series of exercises designed to sharpen assessment and crisis planning skills. Strategic planning and tactical decision making are emphasized, as are rationales for choosing one set of crisis intervention processes over another.

This course builds confidence that crisis interventionists will make the right choices of interventions for the populations they are assisting under specific circumstances. This course requires previous training and experience. ICISF's "Group Crisis Intervention" and "Individual Crisis Intervention and Peer Support" should be viewed as prerequisites.

## **Death Notification**

Death notification is difficult, and emotional laden communication for those tasked to deliver this news with compassion. This four-hour seminar provides defined educational intervention which can improve confidence and competence in death notification.

## **Suicide Awareness**

This course is recommended for those without formal mental health training, to recognize and respond and intervene with suicidal individuals. Audience includes peer supporters, line officers, agency administrators, emergency responders. Objective is to increase awareness, provide information and basic skills to respond to a person considering suicide and provide an initial overview of how to recognize and effectively intervene with suicidal individuals.

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## National CAP Course Calendar by Region

*Register for classes in your region only, if you need a class in another region work with your CAP Coordinator to register. All registration closes one month prior to the start of each course.*

### Region 1, Northern Region

Dates	Course	Location	CAP Contact
01/29/2024 - 02/01/2024	Advanced CISM	Bozeman, MT	Justin Singer
02/12/2024 - 02/13/2024	Hospital/Family Liaison	Missoula, MT	Justin Singer
04/02/2024 - 04/03/2024	Strategic Response to Crisis	Missoula, MT	Justin Singer

[Registration Link](#)

### Region 2/3, Rocky Mountain, and Southwestern Region

Dates	Course	Location	CAP Contact
12/12/2023 - 12/13/2023	Hospital/Family Liaison	Phoenix, AZ	KC Yowell and Sandy Bearden
02/26/2024 - 03/01/2024	You Will Not Stand Alone	Albuquerque, NM	KC Yowell and Sandy Bearden
03/09/2024 - 03/10/2024	Hospital/Family Liaison	Prescott, AZ	KC Yowell and Sandy Bearden
03/11/2024 - 03/13/2024	Basic CISM	Prescott, AZ	KC Yowell and Sandy Bearden

[Registration Link](#)

### Region 4, Intermountain Region

Dates	Course	Location	CAP Contact
12/05/2023 - 12/07/2023	Basic CISM	Salt Lake City, UT	John Knighton
02/21/2024 - 02/22/2024	Hospital/Family Liaison	Virtual	John Knighton

[Registration Link](#)

### Region 5, Pacific Southwest Region

Dates	Course	Location	CAP Contact
01/24/2024 - 01/25/2024	Hospital/Family Liaison	Arcadia, CA	Molly Day
02/13/2024 - 02/16/2024	Advanced CISM	Arcadia, CA	Molly Day
02/27/2024 - 02/29/2024	Basic CISM	Arcadia, CA	Molly Day
03/13/2024 - 03/14/2024	Hospital/Family Liaison	Redding, CA	Molly Day

[Registration Link](#)

## Region 6, Pacific Northwest Region

Dates	Course	Location	CAP Contact
03/05/2024 - 03/07/2024	Basic CISM	Pendleton, OR	Renaë Crippen
03/18/2024 - 03/21/2024	Advanced CISM	Pendleton, OR	Renaë Crippen
04/08/2024 - 04/09/2024	Hospital/Family Liaison	Pendleton, OR	Renaë Crippen

### Registration Link

## Region 8/9, Southern and Eastern Regions

Dates	Course	Location	CAP Contact
01/08/2024 - 01/10/2024	Basic CISM (CAP Academy)	Bell Buckle, TN	Paul Zerr
01/08/2024 - 01/11/2024	Advanced CISM (CAP Academy)	Bell Buckle, TN	Paul Zerr
01/11/2024 - 01/13/2024	Hospital/Family Liaison	Bell Buckle, TN	Paul Zerr
07/16/2024 - 07/17/2024	Hospital/Family Liaison	Ashland, WI	Wendy Tresouthick
08/12/2024 - 08/14/2024	Basic CISM	Ashland, WI	Wendy Tresouthick

### Registration Link

## Region 10, Alaska Region

### Registration Link

## Washington Office - CAP

Sponsoring three You Will Not Stand Alone Sessions and four Death Notification and Suicide Awareness courses - sign-up in Regional Registration Links above.

Dates	Course	Location	CAP Contact
02/26/2024 - 03/01/2024	You Will Not Stand Alone	Albuquerque, NM	KC Yowell and Sandy Bearden
04/08/2024 - 04/12/2024	You Will Not Stand Alone	McClellan Park, CA	Molly Day
05/13/2024 - 05/17/2024	You Will Not Stand Alone	Boise, ID	Renaë Crippen
1/16/2024	Death Notification	Virtual	Wendy Mortier
2/20/2024	Death Notification	Virtual	Wendy Mortier
3/20/2024	Death Notification	Virtual	Wendy Mortier
5/7/2024	Death Notification	Virtual	Wendy Mortier
1/18/2024	Suicide Awareness	Virtual	Wendy Mortier
2/19/2024	Suicide Awareness	Virtual	Wendy Mortier
3/19/2024	Suicide Awareness	Virtual	Wendy Mortier
5/8/2024	Suicide Awareness	Virtual	Wendy Mortier

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***Only, if you are employed in a unit outside of a region, please register for these courses here: [Registration Link](#)***

## **More Info...**

### **ICS-100 and IS-700**

Some of the CAP courses above are required to obtain IQCS positions including HLIA (Hospital Liaison) and FLIA (Family Liaison), and CISM (Critical Incident Stress Management Peer Supporter) and CISL (Critical Incident Stress Management Peer Support Group Leader). All IQCS positions require baseline training that includes IS-700 and ICS-100. These courses are available online at the FEMA Emergency Management Institute, National Incident Management System (NIMS), [click here](#).

### **Casualty Assistance Program: An Overview of Policy, Benefits, & the Worker's Compensation Program...AgLearn Training**

Not familiar with the Casualty Assistance Program? Not sure if you are ready to get involved? There is a beginning course available on AgLearn, where you can learn the basics about the program, [click here](#).

### **Wildland Fire Learning Portal – CAP Community**

This is a community of CAP resources available to anyone in need. The policy, procedures, toolkits, checklists, contact information, and more is available to anyone with a portal account. You do not have to be invited to explore this site, [click here](#).

### **Other Useful Websites**

[Casualty Assistance Program | FSWeb](#)

[Casualty Assistance Program | US Forest Service \(usda.gov\)](#)

[Mental Health Subcommittee | NWCG](#)

[International Critical Incident Stress Foundation ICISF](#)

### **WO, Office of Safety and Occupational Health, Casualty Assistance Program – Contact Information**

In case of casualty (fatality or serious injury/illness) call the 24-hour line at **202-205-1455**

Program Manager: Darlene Thompson, [darlene.thompson@usda.gov](mailto:darlene.thompson@usda.gov), 301-806-0026

Program Specialist: Todd Lerke, [james.lerke@usda.gov](mailto:james.lerke@usda.gov), 505-362-4761

Program Specialist (Acting): Wendy Mortier, [wendy.mortier@usda.gov](mailto:wendy.mortier@usda.gov), 209-283-4552

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## Regional CAP Coordinators – Contact Information

Region	Name	Number	Email
Northern R-1	Justin Singer	406-930-3473	<a href="mailto:justin.singer@usda.gov">justin.singer@usda.gov</a>
Rocky Mountain R-2	Sandy Bearden	303-275-5197	<a href="mailto:sandra.j.bearden@usda.gov">sandra.j.bearden@usda.gov</a>
Southwestern R-3	KC Yowell	928-713-8890	<a href="mailto:kc.yowell@usda.gov">kc.yowell@usda.gov</a>
Intermountain R-4	John Knighton	385-467-4357	<a href="mailto:john.knighton@usda.gov">john.knighton@usda.gov</a>
Pacific Southwest R-5	Molly Day	209-916-5248	<a href="mailto:mary.day@usda.gov">mary.day@usda.gov</a>
Pacific Northwest R-6	Rena Crippen	541-910-3142	<a href="mailto:renae.crippen@usda.gov">renae.crippen@usda.gov</a>
Southern R-8	Paul Zerr	530-360-1661	<a href="mailto:paul.zerr@usda.gov">paul.zerr@usda.gov</a>
Eastern R-9	Wendy Tresouthick	970-631-7221	<a href="mailto:wendy.tresouthick@usda.gov">wendy.tresouthick@usda.gov</a>
Alaska R-10	Doug Hoffmaster	907-242-8863	<a href="mailto:douglas.hoffmaster@usda.gov">douglas.hoffmaster@usda.gov</a>