Illinois Corps of Fire Chaplains

Chaplain Intern Manual
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**Introductory Statements to the Intern, Chief and Mentor**

**Introduction to the Chaplain Intern**
This manual is intended to be much like training manuals used across the country for probationary or candidate Firefighters. A candidate Firefighter will already have completed an intensive firefighter training when hired on to a department. Yet they must still be trained to do things the way their department does them and then to demonstrate their competence in the knowledge, skills and abilities needed to do the job. The department’s Training Officer instructs probationary firefighters on each aspect of the job in which they must be proficient (how to set up a ladder, what the SOGs are for different types of calls, how to use equipment, etc.) The candidate then demonstrates their proficiency in each area. Only then does the Training Officer sign off that section as completed.

Section 1 of this manual lays out the courses you will need to take in Year #1. Your Mentor will cover section 2 with you. These areas of instruction are ones your Chief expects you to be competent in so you can safely and effectively operate as a Chaplain. Section 3 covers items your department will need to go over with you. Either your Chief, Training Officer or designee will be responsible to go through this section with you. Your department should begin going over it as soon as you are appointed and it should be completed within your first 6 months as a chaplain. Section 4 lays out the courses you will need to take during years #2-#3.

It is your responsibility to make sure you are making progress through each section. Your Mentor Chaplain will cover the appropriate lessons and check them off as each is completed.

The task of identifying an appropriate Mentor Chaplain is a joint task of yourself and the Illinois Corps of Fire Chaplains (ICFC). Let’s work together to find a qualified veteran Chaplain who can pass on to you what they have learned.

Please recognize the importance of this training. Completing it within the time frames is a requirement for maintaining your status as a Fire Chaplain with the ICFC.

**Introduction to the Department Chief**
This manual’s format should be familiar to those in the Fire Service. It’s much like a Probationary or Candidate Firefighter’s manual. A Chaplain Mentor will take a new Chaplain through the lessons. The sections will be checked off as the instruction has been given and the Chaplain Intern has demonstrated proficiency in each area.

The requirements are general enough to take into account the uniqueness of each department, yet there are specifics that all Chaplains must learn.

Your Chaplain is expected to complete all of the courses of Section 1 and a good portion of Section 2 within 1 year of appointment to your department.
Section 3 covers your department’s responsibilities. Your training officer or designee should go over these with your Chaplain within the first couple of months after appointment. They are not exhaustive and some elements really should be covered immediately after appointment, for instance, establishing call out guidelines and means of being called out.

The training will take 2-3 years.

Please encourage your Chaplain to keep making progress and to seek ongoing encouragement from networking with other Fire Chaplains in your division. It cannot be said enough that a Chaplain needs the support of the Chief and chief officers. That will make all the difference in the world in establishing a successful chaplaincy program.

**Introduction to the Mentor Chaplain**

Mentoring a Fire Chaplain is a joy, but also a responsibility. You will be sharing the wealth of your own personal experience and also ensuring that a chaplain has been trained for effective ministry.

This manual is designed to be like ones given to Probationary or Candidate Firefighters. Each section has two parts. The first part, the “Instructions to the Mentor Chaplain”, details what you, the Mentor, are to go over with the Intern. It isn’t a script of everything you will say or a detailed lesson plan. It’s general and allows for you to fill in the blanks. It also gives some specifics that need to be covered.

The second part, “Instructions to the Chaplain Intern”, is where the Intern Chaplain has to demonstrate proficiency in each skill, ability and area of knowledge you cover. Only then is that portion to be checked off, with both of you signing off when the whole section is completed.

Please read the manual completely before beginning so you are familiar with what will be covered over the course of the training.

Each section is hopefully general enough to allow for the differences there are between departments, yet specific enough to cover the many things necessary for a Chaplain in any department.

If you have any questions, please contact the ICFC or myself.

Ray Gurunian
Chaplain, Carol Stream Fire Protection District
(630) 918-1710
Section 1  "Training Courses Year 1"

Instructions to the Mentor Chaplain

☐ ☐ The Chaplain Intern shall be provided with information about when and where the required courses listed below will be taught, and how they can take the online NIMS courses.

☐ ☐ The Chaplain Intern will be encouraged to take and complete all courses within the first year as a Chaplain. Mentor Chaplain will monitor their progress.

Instructions to the Chaplain Intern
The Chaplain Intern shall complete the following courses within year 1 as a Fire Chaplain.

- "Essentials of Fire Chaplaincy (Basic Level 100)" taught by Federation of Fire Chaplains
- National Incident Management System (NIMS) online courses
  - NIMS 100 Intro to the Incident Command System
  - NIMS 200 ICS for Single Resource and Initial Action Incidents
  - NIMS 700 Intro to the National Incident Management System
  - NIMS 800 Intro to National Response Framework
- Red Cross CPR/AED
- Psychological First Aid

☐ ☐ Attend the course "Essentials of Fire Chaplaincy (Basic Level 100)," taught by the Federation of Fire Chaplains (FFC), and submit copies of certificate of completion to the ICFC and the Chaplain's fire department training officer.

☐ ☐ Take and pass the NIMS 100, 200, 700 & 800 online courses. They shall also submit certificates of completion to the ICFC and fire department training officer.

☐ ☐ Attend and pass a CPR/AED training course taught by the Red Cross, American Heart Association or equivalent. Certificate of Completion shall be turned in to the ICFC and fire department training officer.

☐ ☐ Attend and pass the course "Psychological First Aid" taught by the Red Cross or satisfactory equivalent. Certificate of Completion shall be turned in to the ICFC and fire department training officer.

Date Completed __________
Chaplain Signature ________________________________
Mentor Chaplain Signature __________________________
Instructions to the Mentor Chaplain

☐ _____ Mentor Chaplain will explain to the Chaplain Intern that the fire service is a para-military organization and how titles and ranks identify various members.

☐ _____ Mentor Chaplain will explain to the Chaplain Intern how to address officers. Chiefs and Battalion Chiefs are always to be addressed using their rank (example: Chief or Chief Johnson). On the fire ground all officers are to be addressed using their ranks.

☐ _____ Mentor Chaplain will go over a list of items that the Mentor Chaplain always carries with them to an incident. In addition to turnout gear, gloves, boots and helmet, the following have been recommended:

- Heavy duty carry all bag
- Emergency service identification card or emblem for car
- Metal notebook/file case with clip
- Writing paper and instruments (pens and 2 sharpened pencils in case pens freeze)
- Report forms or victim contact recording forms
- Emergency contact list for department personnel
- Flashlight with extra batteries
- Warm cap with ear covering
- Cap with “Chaplain” or Department on it
- Heavy warm gloves and light cotton/wool gloves (for dry warmth)
- Latex surgical gloves (protection for blood borne pathogens)
- Antiseptic gel
- Over shoes/rubber boots
- Pair of socks
- Rain gear coat/jacket
- Ministry book/small Bible
- Small emergency first aid book and small first aid kit with band aids etc.
- Street map of towns you might be called to
- Phone list with emergency aid and chaplains numbers
- Snacks bars, raisins, and fluid replacements where appropriate
- Specialty items required by our climate or particular circumstances
(Adapted from the New York State Association Of Fire Chaplains http://www.nysafc.org/)

Instructions to the Chaplain Intern

☐ _____ Demonstrate familiarity with how to address officers.

☐ _____ Prepare an emergency service bag to be carried in the Chaplain Intern’s vehicle.
Section 2.2  "Operating on a Fire Ground"

Instructions to the Mentor Chaplain

☐ _____ Mentor Chaplain will be joined by Chaplain Intern on the scene of a working fire. The Chaplain Intern will be given instructions on actions on the scene from arrival to departure, and how to work with the Chief and the affected family.

* Instruction on an actual fire scene is best, but if that is not possible, then the Mentor, Intern and department training officer can cover Section 2.2 in a “Table Top Exercise.”

☐ _____ The Chaplain Intern will be given instructions about where to park when arriving at an incident. Special instructions shall be given on parking out of the way of arriving apparatus, avoiding fire hoses and hydrants, proper identification and PPE.

☐ _____ The Chaplain Intern will be given a 360 degree size up of the incident from the Mentor Chaplain’s perspective. Give them an overview of activity on the incident scene explaining actions being taken in fighting the fire.

☐ _____ The Chaplain Intern will be given instruction on where they can operate safely on the fire ground and other scenes.

☐ _____ The Chaplain Intern will be shown how to check in with the Incident Commander, how to find the affected family, and how to care for the affected individuals and personnel.

☐ _____ The Chaplain Intern will be given instructions on how to leave the incident scene, and how to check out with the Incident Commander and family.

Instructions to the Chaplain Intern

Given that one of the main environments that a Fire Chaplain works in is a fire scene, the Chaplain Intern must understand how to get to the scene, where to park, how to size up, check in, operate, check out and depart.

☐ _____ Demonstrate a clear understanding of how to drive to an incident in a safe manner.

☐ _____ Demonstrate an understanding of where to park and where to not park when arriving on a scene.

☐ _____ Demonstrate an understanding of how to check in and check out with the Incident Commander.

☐ _____ Demonstrate an understanding of the basics of what is taking place on a fire scene, where the Chaplain can safely operate and the chaplain’s role.

Date Completed __________
Chaplain Signature ____________________________________________
Mentor Chaplain Signature ________________________________________
Section 2.3  "Operating on a Roadway Incident"

Instructions to the Mentor Chaplain

☐ _____ The Chaplain Intern will join the Mentor Chaplain on the scene of a Roadway Incident and be instructed on how to operate safely in that environment.

* Instruction on an actual Roadway Incident is best, but if that is not possible, then the Mentor, Intern and department training officer can cover Section 2.3 in a “Table Top Exercise.”

☐ _____ The Chaplain Intern will be given instructions about the need to wear a high visibility vest at a roadway incident.

☐ _____ The Chaplain Intern will be given instructions about special precautions to take when operating at a Roadway incident (standing safely out of traffic, 'head on a swivel' watching out for dangers, etc).

Instructions to the Chaplain Intern

Given that a Roadway Incident has its own special dangers, the Chaplain Intern shall demonstrate familiarity with how to operate in such an environment.

☐ _____ Describe special precautions that need to be taken when operating on a Roadway Incident.

☐ _____ Demonstrate familiarity with the need for wearing high visibility vests or equivalent at such an incident.

Date Completed __________
Chaplain Signature _______________________________
Mentor Chaplain Signature __________________________
Instructions to the Mentor Chaplain

☐ _____ The Chaplain Intern will be familiarized with what takes place when Paramedics are called to a DOA or full arrest, what Paramedics will be doing during the call and how they may expect families to react.

☐ _____ The Chaplain Intern will be familiarized with the role the Chaplain can have in establishing physical and emotional control at an incident by separating the family/friends/neighbors from where the Paramedics are working on the victim.

☐ _____ The Chaplain Intern will have explained to them how getting a simple history of the patient, praying with the family and other things can help loved ones come to a level of emotional balance in the crisis.

☐ _____ The Chaplain Intern will be familiarized with ways to connect a family with their own support network of family, friends, clergy and neighbors.

☐ _____ The Chaplain Intern will be familiarized with the role of a Chaplain in a death notification and how a death notification is made.

☐ _____ The Chaplain Intern will be familiarized with the role of the Coroner’s Office in case of a DOA or full arrest. The Chaplain will also be instructed on how they can help prepare a family for the involvement of the Coroner.

☐ _____ The Chaplain Intern will be instructed about when and how a Chaplain can leave a family following a death.

Instructions to the Chaplain Intern

Given that one of the most common incidents Chaplains are called to are DOA’s and full arrests, the Chaplain needs to understand the Chaplain’s role to the family.

☐ _____ Describe the Chaplain’s role on a DOA or full arrest and techniques to be used to establish physical and emotional control on an incident scene.

☐ _____ List the elements of a family’s support network and how to connect a family with those resources.

☐ _____ Describe how to make a death notification and ways to assist a family in notifying others of the death.

☐ _____ Describe the kinds of issues connected with the Coroner’s involvement and what the Coroner’s role and practice is in DOA’s and full arrests.

Date Completed __________
Chaplain Signature ________________________________________
Mentor Chaplain Signature ____________________________________
Section 2.5

"Victim Resources"

Instructions to the Mentor Chaplain

☐ ____ The Chaplain Intern will be familiarized with various needs that victims may have (help recovering from fire damage, support following the suicide of a loved one, housing, clothes, counseling, ...) and the resources the Chaplain might need to call on in the course of ministry to victims.

☐ ____ The Chaplain Intern will be familiarized with resources such as the Red Cross, Salvation Army, suicide support, counseling services, social workers, EAP (Employment Assistance Program for FD), local hotels, and how to contact them when needed.

☐ ____ The Chaplain Intern will be familiarized with their role and responsibility as a ‘mandated reporter’ of abuse.

☐ ____ The Chaplain Intern will be shown the Mentor Chaplain’s list of resources, contact numbers, etc. and helped to create their own for their area of service.

Instructions to the Chaplain Intern

Given that the needs of victims are far greater than the resources of the local Fire Chaplain, the Chaplain Intern needs to be aware of what other resources there are to call on.

☐ ____ Describe the various resources, demonstrate familiarity with what each can provide and how to contact them (Red Cross, Salvation Army, local hotels for housing).

☐ ____ Describe what things Chaplains as mandated reporters are required to report.

☐ ____ Create files with information on the following resources:
   Red Cross
   Salvation Army
   Suicide Prevention hotline
   suicide survivors support
   Employment Assistance Program (EAP for fire personnel)
   local social workers
   local hotels that have arrangements for housing fire victims
   pastors/priests/rabbis/imams of local religious congregations
   domestic violence agency

☐ ____ Create an emergency resource contact sheet that the Chaplain will have available on scene.

Date Completed __________
Chaplain Signature __________________________________________
Mentor Chaplain Signature ______________________________________
Instructions to the Mentor Chaplain

☐ _____ The Mentor Chaplain will discuss with the Chaplain Intern some of the various theological issues and questions that arise in the course of ministry to victims of tragedy.
  ▪ How can God be good in an evil world?
  ▪ Suicide - can a person be forgiven if they commit suicide?
  ▪ Death of a child - Do children go to heaven?
  ▪ Evil

☐ _____ The Chaplain Intern will be given input on how the Mentor Chaplain works through these issues.

☐ _____ The Chaplain Intern will be given counsel on how to respond when victims of tragedy bring these issues up.

Instructions to the Chaplain Intern

Given that the incidents Fire Chaplains encounter will inevitably bring people to wrestle with significant theological issues, the Chaplain needs to know how and when to appropriately answer.

☐ _____ Describe how to appropriately answer questions touching these various issues.

☐ _____ Demonstrate an understanding of how to respond when people bring up these questions.
Section 2.7  "Personal Protective Equipment (PPE)"

**Instructions to the Mentor Chaplain**

☐  ____ The Chaplain Intern will be instructed in the various dangers a Chaplain may encounter as they serve (blood born pathogens, smoke inhalation, explosions, dangers on roadways, dangers when operating around fire apparatus, dangers from falling objects, etc.).

☐  ____ The Chaplain Intern will be instructed in the need for Personal Protective Equipment (PPE), when and how to use various forms of PPE.

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**Instructions to the Chaplain Intern**

Given that the Chaplain operates in dangerous situations, the Chaplain Intern needs to understand the need for and the various forms of PPE and know how to use them.

☐  ____ Describe what is appropriate PPE for a medical call.

☐  ____ Describe what is appropriate PPE for a structure fire.

☐  ____ Describe what is appropriate PPE for a suicide call.

☐  ____ Describe what is appropriate PPE for a vehicle fire.

☐  ____ Describe what is appropriate PPE for a DOA.

☐  ____ Describe what is appropriate PPE for an auto accident.

☐  ____ Describe the dangers that exist at each of the above calls.
Section 2.8

"Station Visits"

Instructions to the Mentor Chaplain

☐ _____ The Chaplain Intern will be taken on a tour of the Mentor Chaplain’s department and observe how the Mentor relates with the personnel.

☐ _____ The Chaplain Intern will be familiarized with what is appropriate and inappropriate behavior for a Chaplain in the firehouse.

Instructions to the Chaplain Intern

Given that the firehouse is a second home for the firefighters, the Chaplain needs to be aware of and observe proper etiquette when visiting the Station.

☐ _____ Demonstrate familiarity with how to handle being a guest for meals.

☐ _____ Demonstrate familiarity with how a Chaplain shows respect for the fact that they are a guest in the firehouse.

Date Completed ____________
Chaplain Signature __________________________
Mentor Chaplain Signature __________________
Instructions to the Mentor Chaplain

☐ If the Chaplain Intern is unable to take a course addressing fireground Operations, the Mentor Chaplain will cover the topic with them.
  - Fireground communications
  - Apparatus types
  - Various stages in an incident
  - Needs on a fireground
  - Divisions
  - RIT
  - Fire attack
  - Rehab
  - etc.

Instructions to the Chaplain Intern

Given that activities on a fireground are foreign to most people, the Chaplain Intern needs to be familiar with its operations.

☐ Demonstrate familiarity with the role of the Incident Commander.

☐ Demonstrate familiarity with terminology used.

☐ Demonstrate familiarity with the different apparatus used and their use.

☐ Demonstrate familiarity with the reasons why windows are broken and holes cut in the roof of a structure on fire.
Instructions to the Mentor Chaplain

☐ The Chaplain Intern will be instructed to research the history of the fire service, its culture, customs and traditions, making use of numerous online resources. Two suggested searches would be “History of the Fire Service” and “Maltese Cross.” Suggested reading: “Firefighting Lore,” by W. Fred Conway, FBH Publishers, 1993.

☐ The Chaplain Intern will be familiarized, by the Mentor Chaplain, with the history of the fire service, its culture, customs and traditions.

☐ The Chaplain Intern will be familiarized with the unique culture of the fire service, covering topics such as the three shifts, 24 hour workday, types of departments (volunteer, paid on call, career), unique brotherhood/sisterhood, looking out for each other, fire service humor, etc.

☐ The Chaplain Intern will be familiarized with some of the unique risks firefighters face regarding family, marriage, health and suicide.

☐ The Chaplain Intern will be instructed to find out the unique history of the department the Chaplain Intern serves.

Instructions to the Chaplain Intern

Given that the Chaplain will be serving those in the fire service, the Chaplain needs to have an understanding of the history, culture, customs, traditions, etc., that are part of the fire service.

☐ Do a search on the history of the fire service, culture, customs, traditions, using various online resources (“History of the Fire Service” and “Maltese Cross”).

☐ Demonstrate a familiarity with the history of the fire service (ancient Rome, Crusades, Knights of Malta and Maltese Cross).

☐ Demonstrate a familiarity with the background of the Maltese Cross and the meaning of the different points of the cross.

☐ Demonstrate a familiarity with some of the traditions of the fire service (such as bells, LODD ringing of bells, etc.).

☐ Demonstrate a familiarity with some of the unique difficulties firefighters face with regard to health, suicide, family and marriage.

☐ Demonstrate a familiarity with the history of their own department.
Section 2.11  
"Case Discussion" of 5 Calls

Instructions to the Mentor Chaplain

☐  _____ The Chaplain Intern will be instructed to make thorough notes documenting 5 incidents they responded to. These are to be calls where they were able to minister to victims. They should include a structure fire, a suicide, a roadway incident, and a DOA or full arrest. If these opportunities do not arise in their own department, going on calls with the Mentor Chaplain will suffice.

☐  _____ The Chaplain Intern's case notes will be reviewed.

☐  _____ The Chaplain Mentor and Intern will discuss these calls and Mentor will give input on things to keep in mind in the future.

Instructions to the Chaplain Intern

Given that the Chaplain will need to operate in different situations, they shall demonstrate familiarity with how to handle a variety of calls.

☐  _____ Explain what took place and discuss with the Mentor Chaplain how they handled each of the above calls.

☐  _____ Demonstrate satisfactory awareness of how to handle various calls.

☐  _____ Will take notes on important things to keep in mind when dealing with similar incidents in the future.

Date Completed __________
Chaplain Signature ____________________________________________
Mentor Chaplain Signature ________________________________________
Section 2.12  “Counseling Firefighters”

Instructions to the Mentor Chaplain

☐ ____ The Chaplain Intern will be instructed on what is confidential and what is not.

☐ ____ The Chaplain Intern will be instructed on how important it is that a Chaplain keep confidences with firefighters.

☐ ____ The Chaplain Intern will be familiarized with how to respond when firefighters are stressed, or have issues.

☐ ____ The Chaplain Intern will be familiarized with the importance of a Chaplain stopping by to check on firefighters when there has been a stressful call (such as deaths, incidents involving children, the death of a child, gruesome accidents). The Mentor will explain how they try to make themselves available to firefighters in those situations while not pressuring them to talk.

☐ ____ The Chaplain Intern will be familiarized with what Critical Incident Stress Debriefing (CISD) is and the Chaplain’s role (or non-role in some cases), and how to deal with firefighters in a CISD.

Instructions to the Chaplain Intern

Given that the Chaplain will have opportunities to counsel fire service personnel, the Chaplain needs to understand the importance of confidentiality, what a Critical Incident Stress Debriefing is and how to handle firefighters dealing with the unique stresses they face.

☐ ____ Demonstrate a clear understanding of the importance of confidentiality regarding issues firefighters bring up to the Chaplain and what is confidential and what is not.

☐ ____ Demonstrate an understanding of what a CISD is and the Chaplain’s role in one.

☐ ____ Demonstrate an understanding of how the Chaplain checks on personnel after traumatic incidents.

☐ ____ Demonstrate an understanding of how firefighters may handle stress and how to relate to them in those times.

Date Completed __________
Chaplain Signature _____________________________________________
Mentor Chaplain Signature ________________________________________
Section 3

"Departmental Instruction"

Instructions to the Department

☐ _____ Establish and maintain a training file for the Chaplain.

☐ _____ Familiarize the Chaplain with the department's organizational structure and the Chaplain's role in the agency.

☐ _____ Provide a tour of the community from the fire department's perspective, explaining the different districts and problems found in each one.

☐ _____ Provide an 8 hour minimum ride along.

☐ _____ Orient the Chaplain to the different types of alarms and what the department's responses are for each.

☐ _____ Provide a tour of the station and apparatus.

☐ _____ Schedule general station visits with introductions to all shifts.

☐ _____ Offer opportunities to participate in departmental trainings, tactical EMS and live burn.

☐ _____ Provide instruction on the appropriate use of PPE (how to don, doff, store and clean).

☐ _____ Instruct Chaplain about safety issues at fire ground and roadway incidents.

☐ _____ Instruct Chaplain in proper donning of uniform and brass.

☐ _____ Call the Chaplain to at least 5 calls which they will document (structure fire, a suicide, a roadway incident, and a DOA or full arrest).

☐ _____ Establish guidelines for which calls the department desires the Chaplain to respond.

☐ _____ Provide the Chaplain with appropriate PPE.

☐ _____ Provide the Chaplain with appropriate identification as the department's Chaplain.

☐ _____ Provide the Chaplain with a means of being called out (pager??, cell phone??, radio??) and how to respond when requested on scene.

☐ _____ Explain Incident Command to the Chaplain.

Date Completed __________
Chaplain Signature _____________________________________________
Mentor Chaplain Signature ______________________________________
Instructions to the Chaplain Intern
Given that each fire department is different in organization, methods of response and community needs, the Chaplain will become familiar with these aspects of their particular department.

☐ ____ Meet with the department’s training officer to discuss record keeping for the Chaplain, their training file and how the training officer can be a resource to the Chaplain, etc.

☐ ____ Provide their department with copies of all trainings to be kept in training file.

☐ ____ Demonstrate familiarity with the different types of alarms and responses.

☐ ____ Demonstrate ability to properly don and doff PPE.

☐ ____ Demonstrate familiarity with safety issues on roadway incidents and where they can safely operate.

☐ ____ Demonstrate familiarity with how to respond to calls.

☐ ____ Demonstrate familiarity with which calls the Chief wants the Chaplain to respond.

☐ ____ Demonstrate familiarity with which calls the Chaplain can respond to using their discretion.
Section 4  "Training Courses Year 2-3"

Instructions to the Mentor Chaplain

☐  _____ The Chaplain Intern shall be provided with information about when and where the required courses listed below will be taught.

☐  _____ The Chaplain Intern will be encouraged to take and complete all courses within the second and third years as a Chaplain. Mentor Chaplain will monitor their progress.

Instructions to the Chaplain Intern

Given that the Chaplain needs specific training in how to handle crisis situations, the Chaplain will take specialized courses to be equipped.

The Chaplain Intern shall complete the following courses within years 2-3 as a Fire Chaplain.

- "Pastoral Crisis Intervention 1" CISM (or approved equivalent)
- "Group Crisis Intervention" CISM
- a Suicide Responders course

☐  _____ Attend the course "Pastoral Crisis Intervention 1" , and turn in copies of certificate of completion to the ICFC and the Chaplain's fire department.

☐  _____ Attend the course "Group Crisis Intervention" CISM, and turn in copies of certificate of completion to the ICFC and the Chaplain's fire department.

☐  _____ Attend an appropriate Suicide Responders course, and turn in copies of certificate of completion to the ICFC and the Chaplain's fire department.

☐  _____ Demonstrate recall of the stages in a Defusing and Debriefing and what to do in each stage.

Date Completed __________
Chaplain Signature ____________________________________________
Mentor Chaplain Signature ________________________________________