

L0449 - Incident Command System (ICS) Curricula Train-the-Trainer

Course Dates/Location:

- July 15 – 19, 2024
- Kauffman Foundation Conference Center
4801 Rockhill Rd, Kansas City, MO 64110
- Course Point of Contact: John Bissen,
FEMA Region 7 Regional Training Manager
(See “How to Apply” below)

Course Length:

This course is 5 days in length.

Class times are 8:00 a.m. to 5:00 p.m. (Central).

Note: There is mandatory homework and group collaboration that takes place each evening after the instruction ends.

Students should expect homework throughout the course.

Course Description:

This course expands and improves students’ ability to deliver National Incident Management System (NIMS) curricula. Students are provided training on the delivery of:

- ICS-100: Introduction to the ICS
- ICS-200: Basic ICS for Initial Response
- ICS-300: Intermediate ICS for Expanding Incidents
- ICS-400: Advanced ICS for Complex Incidents
- G0402: NIMS Overview for Executives and Senior Officials
- E/L/G0191: Emergency Operations Center/ICS Interface

Emphasis is placed on classroom-based deliveries. This includes compliance with the NIMS Training Program, adult education methodologies, deployment of course activities, pre- and post-testing, and ICS training program management.

Course Goal:

This course is designed to assist current instructors become lead instructors to properly deliver ICS-related training courses, in accordance with the NIMS Training Program, instructor developmental materials, and plans of instruction.

Target Audience:

Participants who have a working knowledge of ICS through experience and training and have

experience delivering adult training. ***Participants must have worked as Incident Command, Command or General Staff positions on incidents, planned events, or exercises that were active for multiple operational periods or involved a written action plan, and involved multiagency coordination.***

Prerequisites (Updated for FY24):

The following courses are required: **(most current version)**

- IS-100 – Introduction to the Incident Command System, ICS-100
- IS-200 – Basic Incident Command System for Initial Response, ICS-200
- E/L0300 – Intermediate ICS for Expanding Incidents, ICS-300
 - **Certificate dated June 2019 or later**
- E/L0400 – Advanced Incident Command System for Complex Incidents, ICS-400
 - **Certificate dated June 2019 or later**
- IS-700 – An Introduction to the National Incident Management System (NIMS)
- IS-800 – National Response Framework, An Introduction
- E/L/G0191 – Emergency Operations Center/ICS Interface
 - **Certificate dated June 2019 or later**

Prerequisites will not be waived.

Formal instructor training is required. Below are examples of formal training. Other equivalent courses will be considered.

- M-410, National Wildfire Coordinating Group Facilitative Instructor
- Fire Instructor 1 & 2
- College, Private Industry
- E0141, Instructional Presentation and Evaluation Skills
- Center for Domestic Preparedness Instructor Course
- Valid teaching certificate or equivalent

Technology Requirements:

This is a “paperless delivery” so students must provide their own laptop or other device. Students

will be provided all course materials prior to the delivery via a file transfer site.

Attendance Requirements:

- Students may not miss more than a total of 10% of the instruction and course activities to receive a certificate (this is no more than 3 hours and 30 minutes).
- Absences, including technology issues that are beyond the student's control, will be considered part of the 10% standard for missed participation.
- Any absence, for a scheduled meeting or appointment, that interferes with course work or exams, could result in not passing the course.
- Roll will be taken at the beginning of each unit, and at the beginning of each breakout session to validate ongoing student participation.
- Exams will be administered remotely and must be completed within allotted time. Any issue preventing the completion will be considered as not completing the course and the student will have to re-register for a future delivery.
- Students will be required to attend a pre-course familiarization Webinar for technical checks and course information.
- Students will perform a teach-back of an assigned unit from the ICS core curriculum as part of the course. Teach-backs are conducted as part of the assessment of instructor competence.

Mandatory Pre-Course Webinar and Pre-Test

- Course delivery team and POC will host a series of pre-course webinars to provide an opportunity to ask questions and get additional information prior to the course.
- The webinars will be scheduled and communicated to the students via email.
- Students are required to attend one of these webinars.
- The course pre-test (ICS Core Combined Exam) will be taken after the webinar.
- The test evaluates and verifies the student's ICS core knowledge in IS100, IS200, ICS 300, ICS 400 and E/L/G0191. The test is conducted in the FEMA EMI testing system and is derived from the test banks of the above source courses.
- Minimum score on the ICS Core Combined Exam is 80%. Please review the below "Remediation Policy" for further information.

Remediation Policy:

- Students not meeting the ICS Core Combined Exam's minimum score of 80% but scoring at least 75% will be required to complete the ICS Core (IS100, IS200, ICS 300, ICS 400 and E/L/G0191) course final examinations after each of the Core Curriculum teach-backs are completed. Anyone not meeting the 80% on each one will be required to enroll in a later course.
- Anyone not meeting the 75% final exam for the L0449 Incident Command System (ICS) Curricula Train-the-Trainer course will be given one opportunity for remediation.
- Students will be given one opportunity to retake the exam after remediation, provided they meet the criteria, and will again have up to 2 hours to complete the second exam. Remediation, re-testing, and grading must be completed within 4 hours of the end of the course.
- A second instance of a student not meeting the minimum exam requirement will result in the student having to register for a future delivery.

Continuing Education Units (CEUs):

This course awards 3.5 CEUs for completion of this course.

To Review Course Requirements:

- Visit: EMI Course Catalog (<https://www.firstrespondertraining.gov/frts/nccatalog?catalog=EMI>).

Request for Accommodation:

If you require a reasonable accommodation (sign language interpreters, Braille, CART, etc.), please make the request NLT 15 days prior to the class start date. When making any requests, please provide details on the accommodation; however, DO NOT include medical or other personal information that is protected under the Privacy Act of 1974 or the Health Information Privacy Protection Act No. 1749 (45 CFR Part 160 Subparts A and E of Part 164). Last-minute requests will be accepted; however, they may not be possible to fulfill. Please indicate any requests as part of your admissions application.

Any additional questions should be directed to NETC Admissions by email at: netcadmissions@fema.dhs.gov.

How to Apply:

Course Point of Contact (POC):

- John Bissen, FEMA R7 Regional Integration Branch Chief, john.bissen@fema.dhs.gov
- **State Training Officers** will pre-screen all applicants based upon the above “Target Audience” and their completion of the courses found in the above “Prerequisites”.
- Applicants that are approved by POC will be provided the application job aid “L0449KansasCityMOJul24 -- Student Coupon Code and Online Application Process Job Aid” with the course invitation code.
- Using the guidance in the *Student Coupon Code and Online Application Process Job Aid*, visit the National Emergency Training Center (NETC) [Online Admissions Application](#) (https://training.fema.gov/netc_online_admissions) to complete the course application.

EMI Point of Contact:

- For additional information, contact the Course Manager at: emi-nims-icstraining@fema.dhs.gov