



Pennsylvania State Fire Academy

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Minimum Standard for Accreditation (MSA)

Date: April, 2006

Last Revision: March 12, 2009

Course Title: ICS-300: Intermediate ICS for Expanding Incidents

SFA Course Code: ICS-300

DOH CEU Number: Pending

DOH CEUs Assigned: Pending

Course Length: 24 hours

Lecture/Lab Breakdown: 11/13

Prerequisites: ICS-200.A: ICS for Single Resources and Initial Action Incidents, Ver. 2, -OR-

NIMS ICS for the Fire Service NFA (NICS-FS), -OR-

Incident Command System NFA (ICS) plus NIMS An Introduction (IS-700), -OR-

NIMS ICS for Emergency Medical Services (NICS-EMS), -OR-

Incident Command System for Emergency Medical Services NFA (ICS/EMS) plus NIMS An Introduction (IS-700), -OR-

an equivalent course(s) accredited by the Emergency Management Institute (EMI), National Fire Academy (NFA), National Wildland Coordinating Group (NWCG), US Coast Guard (USCG), or the National Park Service (NPS).

Target Audience: Individuals who may assume a supervisory role in expanding incidents. This includes individuals who may serve in a Command or General Staff positions, Division or Group Supervisors, Branch Directors, Strike Team or Task Force Leaders, or multi-agency coordination system/emergency operations center (EOC) staff.

Referenced Text(s): The text to be used for this course is ICS-300: Intermediate ICS for Expanding Incidents student manual, DHS/FEMA/USFA/NFA, April 2008.

Course Goal: This course provides training on and resources for personnel who require advanced application of the Incident Command System (ICS).

Course Description: This course is designed to provide overall incident management skills rather than tactical expertise. The course will cover the implementation of the incident management process on expanding incidents, define incident types, and the development of an Incident Action Plan. Determining capabilities to match Incident complexity will be discussed. When and how to add appropriate ICS positions to match the complexity of the incident will be explored. The use of Incident Management Teams will be discussed.

Description of Methodology: This course will be delivered by the use lecture, facilitated discussion, small group exercises and activities, and facilitated scenario response.

Student Equipment & Supplies: Students will need the ICS-300: Intermediate ICS for Expanding Incidents student manual, notebook, and pen or pencil.

Equipment/Audiovisual/Facility/Supply Requirements: Computer, LCD projector, Screen, Easel pads/Chalkboard, Exercise handouts for each student, and CD with Unit 1 thru 8 PowerPoint presentations.

Special Notes & Conditions:

1. *The NIMS Integration Center (NIC) and the National Fire Academy (NFA) has set the requirement of a minimum of two (2) instructors to deliver this course.*
2. *Maximum enrollment for this course has been set at 32 students.*

Course Outline

<u>Time</u>	<u>Unit</u>
	- Day One -
1:00	1 Course Overview
1:15	2 ICS Fundamentals Review
:10	Break
1:15	2 ICS Fundamentals Review
:45	Lunch
2:15	3 Unified Command
:10	Break
1:15	4 Incident/Event Assessment & Agency Guidance in Establishing Incident Objectives
	- Day Two -
1:05	4 Incident/Event Assessment & Agency Guidance in Establishing Incident Objectives
1:10	5 Planning Process
:10	Break
1:30	5 Planning Process
:45	Lunch

	- Day Two continued -
2:00	5 Planning Process
:10	Break
2:20	5 Planning Process
	- Day Three -
2:00	6 Incident Resource Management
:10	Break
1:05	6 Incident Resource Management
:40	7 Demobilization, Transfer of Command, and Closeout
:45	Lunch
1:35	7 Demobilization, Transfer of Command, and Closeout
:10	Break
1:00	8 Course Summary & Final Exam

24 hr. Total Time

Competency Evaluation Mechanism: Competency will be determined by the student's active participation in the small group exercises, activities, scenario play, and a 70% score on the open book final exam.

Course Objectives: By the end of the course, the student will be able to;

1. Describe how the NIMS Command and Management component supports the management of expanding incidents.
2. Describe the incident/event management process for supervisors and expanding incidents as prescribed by the Incident Command System (ICS).
3. Implement the incident management process on a simulated expanding incident.
4. Develop an Incident Action Plan for a simulated incident.
5. Describe how ICS fits into the Command and Management component of NIMS.
6. Describe ICs reporting and working relationships for Technical Specialists and Agency Representatives.
7. Describe reporting relationships and information flow within the organization.
8. Match responsibility statements to each ICS organizational element.
9. List the ICS positions that may include Deputies and describe Deputy roles and responsibilities.
10. Describe differences between Deputies and Assistants.
11. Describe how incidents can best be managed by appropriate and early designation of primary staff members and delegating authority to the lowest practical level.
12. List the minimum staffing requirements within each organizational element for at least two incidents of different sizes.
13. Describe the importance of establishing proper span of control for aviation resources and facilities.
14. Define and identify the primary features of Unified Command.
15. Describe how Unified Command functions on a multi-jurisdiction or multi-agency incident.
16. List the advantages of Unified Command.

Course Objectives continued:

17. Given a simulated situation, demonstrate roles and reporting relationships under a Unified Command that involves agencies within the same jurisdiction and under multi-jurisdiction conditions.
18. Describe methods and tools used to assess incident/event complexity.
19. Describe types of agency(s) policies and guidelines that influence management of incident or event activities.
20. Describe the process for developing incident objectives, strategies, and tactics.
21. Describe the steps in transferring and assuming incident command.
22. As part of an exercise, develop incident objectives for a simulated incident.
23. Identify the importance of planning for incidents/events.
24. Explain the differences between planning for incidents and events.
25. Discuss major planning steps including logistical concerns, cost-benefit analysis, understanding the situation, developing and implementing the plan, and evaluating the plan.
26. Explain the criteria for determining when the Incident Action Plan (IAP) should be prepared in writing.
27. Describe the role and use of ICS Forms and supporting materials included in an IAP for effective incident/event management.
28. Describe the strategy meeting, tactics meeting, planning meeting, operational period briefing, and team meeting.
29. Given a scenario, describe appropriate strategies and tactics to meet incident objectives.
30. Conduct a tactics meeting and complete an ICS Form 215, Operational Planning Worksheet, and ICS Form 215A, Incident Safety Analysis, using the strategies and tactics from the scenario.
31. Describe how ICS 215A, Safety Analysis, is used with ICS 215 to mitigate hazards in tactical operations.
32. Participate in a planning meeting using the planning process and develop a written IAP for an incident/event using the appropriate ICS forms and supporting materials.
33. Using an IAP, conduct an operational period briefing.
34. Identify and describe basic principles of resource management.
35. Identify the basic steps involved in managing incident resources.
36. Identify key considerations associated with resource management and the reasons for each.
37. Describe how ICS Form 215, Operational Planning Worksheet, is used to manage incident or event resources.
38. Identify the organizational elements at the incident that can order resources.
39. Describe the differences between single-point and multipoint resource ordering and the reasons for each.
40. Describe the importance of demobilization planning.
41. Identify the impact of agency-specific policies, procedures, and agreements upon demobilization planning.
42. Identify the ICS titles of personnel who have responsibilities in developing and implementing the demobilization plan and list their duties.
43. List the major sections in a demobilization plan.

Course Objectives continued:

44. Identify the need for transfer of command or closeout.
45. Identify the process involved in a closeout meeting.

Questions/Comments: Contact the PA State Fire Academy Curriculum Specialist