EMRG-1607  
Level one Emergency Support Services

Course Materials Guide

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# Course Materials Guide Overview

## How to Use Course Materials

The course materials packages can be used by ESS teams for facilitated sessions or independent study.

### Independent Study

Students work through the course content on their own, using the Participant Manual. The Participant Manual contains all course content and instructions for course completion.

### Facilitated Sessions

ESS teams select a facilitator to lead a training session on the course content.

* Community facilitators have the option to use the PowerPoint presentation, activity materials (if available), participant manual, and course materials guide
* The [Lesson Plans](#_Lesson_Plans) section in this Course Materials Guide is to be used in conjunction with the PowerPoint Presentation, and any additional Activity Material.

**Facilitators may modify the contents of the course materials at their discretion, but all learning outcomes must be covered.** The learning outcomes are listed in the PowerPoint Presentation, and in the ESS Course Completion Form.

Do not include any JIBC or EMCR branding in the presentations or other materials.

## Course Details

|  |  |
| --- | --- |
| **Recommended Course Maximum** | 24 |
| **Recommended Location** | Classroom |
| **Recommended Materials** | Chairs, desks arranged in small groups, projector screen, projector, whiteboard or chart paper. |

## Course Completion

For this course to be recorded as completed by JIBC, the ESSD, EPC, or designate must return the ESS Course Completion Form, and Student Information Form (if required) to JIBC. It may take up to 30 days for grades to appear in the JIBC student account. Communities are encouraged to keep copies of the ESS Course Completion forms for their own records.

The course can be completed using one of the following options below:

**1. The ESSD, EPC, or designate confirms that the student has achieved the learning outcomes by:**

* Observing the student in class or small group discussions, **or**
* Discussing the course topics with the student individually, **or**
* Reviewing the written activities in the Participant Manual
* The ESSD, EPC, or designate completes ESS Course Completion Form and submits it with the Student Information Form (if required) to JIBC.

**2. Students complete the quiz in their Participant Manual**

* Students complete a paper version of the quiz in their Participant Manual.
* Students have unlimited number of attempts to write the quiz and require 70% to pass.
* The ESSD, EPC, or designate completes ESS Course Completion Form and submits it with the Student Information Form (if required) to JIBC.

**3. Students complete the course and/or course quiz online**

* Students can complete the course quiz via the online course. This quiz is marked online, and the results are automatically submitted to JIBC.
* Instructions to complete the course online are in the Participant Manual.

*Students doing Independent Study are prompted to complete the quiz in their Participant Manual, or online. They may also complete the course using option 1 at the discretion of the participant, and ESSD, EPC, or designate.*

For more information on course completion, refer to the ESS Course Completion form.

# Lesson Plans

**Each slide in the PPT has a bullet point in the Course Material’s lesson-plan.**

**Further information on what to discuss for individual slides, and activity instructions, will be in the Notes section of the slide in the PowerPoint.**

|  |  |  |
| --- | --- | --- |
| Pre-Work | None | |
| Materials | * EMRG-1607 Level One Emergency Support Services Presentation * EMRG-1607 Level One Emergency Support Services Participant Guide | |
| Time | Mins | Description |
| 0900 -0915 | 15 | Welcome   * Course Welcome * Housekeeping * Instructor Introductions * Icebreaker Questions * Learning Outcomes |
| 0915 - 1010 | 55 | * Emergency Support Services (ESS) * Emergency Support Services (ESS) * The Need for ESS * Level One ESS * Determining Eligibility * Determining Eligibility (continued) * Getting Ready with BCEMS * **Discuss What You’ve Learned** * ESS Level 1 Response * EMCR Provides… * Who is Responsible? * Advance Preparations for ESS Level One Responders * Call Out Procedures * **Discuss What You’ve Learned** * Providing Service Level 1 Response * Providing Service |
| 1010 – 1025 | 15 | Break |
| 1025 – 1120 | 55 | * Donations: Money and Goods * **Group Discussion:** News Media * News Media * Follow-Up * **Discuss What You’ve Learned** * Interacting with Evacuees * **Group Discussion**: What feelings and thought might evacuees have at a Level One response? * **Video**: Cultural Humility * **Group Discussion:** Why is it important to consider Cultural Humility with working with evacuees? * Interacting with Evacuees: WADE * **Discuss What You’ve Learned** * Worker Self-Care * **Discuss What You’ve Learned** * **In Small Groups:** What does a Level One Responder do? (15 minutes) * **In Small Groups**: Exercise Questions |
| 1120 - 1150 | 30 | Quiz   * **On Your Own**: Complete the Quiz (15 minutes) * **As a Group**: Discuss the Quiz (15 minutes) |
| 1150 - 1200 | 10 | Conclusion   * Course Feedback * Student Information Form * Questions or Comments? |
|  | 180 | Total 180 Minutes |

# Course Materials and Program Feedback

If you have feedback about course materials, or the community-led training program, that you would like to share with JIBC, e-mail [ess@jibc.ca](mailto:ess@jibc.ca). You may also use the [feedback form](https://jibc.qualtrics.com/jfe/form/SV_3PNvt0o6Ih51RTE).