



Virginia-1 Disaster Medical Assistance Team

c/o Tidewater EMS Council, Inc.
6353 Center Drive Ste 101
Norfolk, VA 23502
Tel 757 963-0632 fax 757 963-2325
www.va1dmat.org



Thank you for your interest in Virginia-1 Disaster Medical Assistance Team (VA-1 DMAT).

The York County Department of Fire and Life Safety, the Norfolk Fire-Rescue Department, the Virginia Department of Health, Office of EMS and the Tidewater EMS Council have partnered with the National Disaster Medical System to develop a Disaster Medical Assistance Team for Virginia. A Disaster Medical Assistance Team (DMAT) is composed of professional medical personnel supported by a cadre of logistical and administrative staff designed to provide emergency medical care during a disaster or other event. In mass casualty incidents, their responsibilities include triaging patients, providing austere medical care, and preparing patients for evacuation. In other situations, DMATs may provide primary health care or augment overloaded health care staffs. DMATs are essentially the medical equivalent to the Federal Emergency Management Agency's Urban Search and Rescue Teams.

Virginia-1 Disaster Medical Assistance Team is currently accepting applications for voluntary participation on the team. Please visit our website at www.valdmat.org for a listing of current position openings. Recruiting is occurring in an area comprising a 5-hour maximum ground travel distance from Norfolk, Virginia. Include in your application package the application form (as attached) signed by you and your employer/supervisor, a cover letter detailing your reason and interest for applying and a current 2-page resume which at least addresses the knowledge, skills and abilities for the position you are considering.

Please be advised that the submission of an application and resume' package does not guarantee you a position. Members will be selected based on several criteria that will include, but not be limited to: work experience and skill level, federal or regional team experience, level of commitment, employer verification, ability to work in a team setting, etc. All applications are to be returned to:

Virginia-1 DMAT
c/o Tidewater EMS Council, Inc.
6353 Center Dr Ste 101
Norfolk, VA 23502

It is important to note that final appointment to VA-1 DMAT will be made by the Department of Health and Human Services - National Disaster Medical System after an additional formal DMAT federal application process and screening. Requirements for

continued team participation will include a commitment to complete team and federal training requirements and attend team meetings and training (scheduled on the afternoon of the third Tuesday of each month at several locations around Virginia) and field exercises, some of which may involve a portion of your own time.

Deployment of team members is the sole authority of the Team Leadership and National Disaster Medical System. Deployments will require a commitment to serve on a temporary federal duty assignment for as much as two weeks anywhere within the United States and its holdings. Supervisor and employer sponsorship is mandatory. VA-1 DMAT and Federal NDMS Policies and Procedures will govern individual DMAT activities, job performance and discipline.

If you are unfamiliar with the National Disaster Medical System and DMAT Teams or are interested in learning more about them, I encourage you to research the subject at: <http://www.ndms.hhs.gov/index.html>. Other questions can be directed to me at 757-890-3627 or via my email at playerm@yorkcounty.gov. I look forward to hearing from you and hope that you will consider lending your talents to the team we are assembling to help protect our community and nation.

Sincerely,

Michael B. Player
Commander, VA-1 DMAT

Basic Job/Position Descriptions for Personnel Applying for Appointment to Virginia-1 DMAT (Disaster Medical Assistance Team) – Note: complete position descriptions for available team positions are posted on the team website www.va1dmat.org.

The selection of members to serve on Virginia-1 DMAT will be based on a competitive application based on criteria that will include, but not be limited to: qualifications, work experience and skill level, federal or regional team experience, level of commitment, ability to work in a team setting, etc. Initial selection decisions will be subject to final approval by the Department of Health and Human Services, National Disaster Medical System. VA-1 DMAT will ultimately have a membership roster of approximately 140 active members across all medical and management specialties. For example, most positions may require a 4 to 5 person depth to insure response readiness.

Basic Requirements for all position descriptions.

Applicants must:

- 1) be at least 18 years of age
- 2) be a U.S. Citizen.
- 3) Work/reside within 4 hours ground travel distance from Norfolk, Virginia
- 4) have registered with the Selective Service System if male and born after December 31, 1959.
- 5) perform the duties and responsibilities of the position in an austere (field) environment.
- 6) have primary employer sponsorship on the team.
- 7) meet all physical, mental function and suitability standards as published in the current NDMS Team Administrative Handbook.
- 8) maintain a current and unrestricted license, certification or registration in the appropriate specialty, and/or line position for which he or she is applying. As an example, if applying for a staff nurse position, an applicant must present the following documentation:
 - a. Current and valid license as a registered nurse (RN).
 - b. Current certification in Basic Life Support to include neonate, child, adolescent and adult. Note: ACLS (Advanced Cardiac Life Support and Pediatric Advanced Life Support is preferred.
- 9) abide by all criteria of the NDMS and VA-1 DMAT Response Team Codes of Conduct as found in the current NDMS Team Administrative Handbook and VA-1 DMAT Policies and Procedures Manual.
- 10) agree to complete basic core DMAT Team Member Training requirements within 90 days of receipt of DMAT Training login and password on a voluntary basis.
- 11) agree to annually attend at least 50% of monthly team business/training meetings and functional exercises.

- 12) provide VA-1 DMAT's medical director with all required health and medical documentation as may be deemed medically necessary to insure individual and team safety and health during team training or federal activations. Willingly complete all medical procedures, such as medical physicals and inoculations, which may be required by NDMS team policies.
- 13) agree to obtain and maintain a valid U.S. Passport (if requested)
- 14) agree to submit to a background check or provide documentation of a credible background check as may be required by NDMS and VA-1 DMAT.
- 15) accept team deployment decisions as a matter of executive discretion of the team commander, lead medical director and senior staff leadership of VA-1 DMAT.

Anticipated Time Commitment Discussion for VA-1 DMAT Applicants

The time commitment to the team is anticipated to include a required number of the monthly meetings, training and exercises each year. These meetings are designed in a three-hour format with 1 hour for business and/or one-to-three hours for team education. Meetings and training are scheduled for the 3rd Tuesday of every-other month from 1300-1600 hours. Additional dates are scheduled for new member orientation (two 4-hour orientation programs required) functional exercise months and orientation programs. One or two functional exercises each year will encompass at least 1 full day of activity each and at least one night in an austere environment. Any required NDMS (National Disaster Medical System) team member training is available on-line. Our team policy requires that required NDMS Training be completed within 90 days after appointment by NDMS (after receipt of DMAT Training login and password). The on-line training can be completed from any internet-connected computer at a time of each team member's convenience.

VA-1 DMAT is currently classified as an "augmentation" team which means we support the NDMS program by providing members in a 5-person strike team configuration when requested, or we provide any number of members to supplement another team who needs to fill voids in certain positions. A field deployment will "federalize" team members selected for the deployment and place them on the federal payroll for the period from activation through return home. The length for a deployment may be from several days up to one week for physicians and up to two weeks for all other members.

All NDMS teams stand an on-call schedule which is currently once every five months for VA-1 DMAT. During these months, VA-1 will be "up" on-call and members are expected to report their availability for deployment and deploy if needed. The manner of DMAT activation occurs in 3 steps, currently:

- 1) The team is placed on an advisory status by NDMS and notified that a disaster has occurred or is imminent. Team members are requested to monitor the disaster situation via the local/national news and through their local team.
- 2) The team is placed on an alert status by NDMS in a 6-24 hour window. Team members are polled internally to see who can deploy within 12-24 hours.
- 3) The team is activated for a mission deployment – current time to departure for a mission is a maximum of 6 hours. This includes response by team members to a

designated mobilization point with their personal gear, mission briefings, travel assignments, equipment loading and departure.

This should be helpful to you as you consider applying for a position on VA-1 DMAT in the context of the volunteer/employer-group sponsored time involved.

VA-1 DMAT Brief Position Descriptions – Minimum Requirements

Physician – This individual provides direct medical care and makes medical diagnosis and administers medical treatment to people who have been injured or become ill due to a disaster or major emergency. Must possess a valid and unrestricted license to practice medicine in the state of record. Skill in emergency medicine, surgery, pediatrics or general medicine preferred. ATLS certification, experience in practice of emergency/disaster/military medicine, and/or formal training in disaster medical services is preferred.

Nurse – Provide limited professional nursing care to those who are injured or have become ill due to a disaster or major emergency. Must possess a license to practice as a registered nurse in the state of record. One year of specialized experience, certification as an adult, family or emergency nurse, ACLS certification, and certification in emergency department nursing by the Emergency Nurses Association or equivalent is preferred.

Health Technician/Paramedic - This individual makes medical assessments and performs a variety of difficult, highly specialized and diversified health care activities including carrying out the full range of life support functions for critically ill patients injured during a disaster or major emergency. Must be certified as an EMT-Paramedic in the state of record. BCLS and ACLS certification is preferred.

Communications Officer - Provide for internal team communications, communication links with the NDMS System and team messages to home during deployments. One year of specialized experience directly related to the NDMS response systems. Applicant should have extensive knowledge of VHF, UHF and HF radio systems, PBX, cellular and satellite communications. Must have knowledge of incident communications planning. Response Team Experience and/or military service preferred. This is a supervisory position.

Communications Technician - This individual is responsible for implementing and troubleshooting DMAT Team internal and external communications. Must have applied knowledge and skills in setting up and troubleshooting communications equipment. Response team experience preferred.

Physician Assistant - Performs direct medical care under the supervision of the attending physician. Directs medical care when appropriate and assists with medical triage and treatment of victims of a disaster or emergency. The applicant must possess a current license or registration as a physician's assistant in the state of record. Certification as an adult, family

or emergency practitioner, ACLS and PALS is preferred. EMS and/or response team experience is preferred.

Nurse Practitioner - Reporting to the Supervisory nurse and attending physician, this position provides or supervises the provision of nursing care for all patients seriously injured or ill as the result of a disaster. Provides comprehensive problem solving and leadership in discriminating between normal and abnormal findings. Provides advanced skills as directed by supervisors. Must possess a current license/registration as a professional nurse practitioner on the state of record. Certification as an adult, family or emergency nurse practitioner and ACLS is preferred.

Registered Pharmacist - This individual is responsible for compounding prescriptions of physicians and other licensed practitioners at the site of a disaster or emergency. The pharmacist reports to the logistics chief. Must be licensed to practice pharmacy in the state of record. Experience in disaster and or medical care operations is preferred. This is a supervisory position.

Pharmacy Technician - Reporting to the pharmacist, distributes prescriptions as prescribed and prepared. Documents distributions. Performs related duties as required. Must meet State law governing pharmacy technicians in the state of record. Response team or experience in disaster or medical care operations is preferred.

Mental Health Specialist/LCSW – Responsible for planning and implementing mental health services for disaster victims and their families. 3 years progressively higher level practice and education in mental health care is required. Must have a graduate degree in behavioral or clinical social work. Must have a license or registration in the state of record. Training in critical incident stress management, disaster medical services and in incident command systems along with response team experience is preferred.

Safety Officer – This individual is responsible for the anticipation, identification, and assessment of hazardous and unsafe conditions, and develops measures to reduce risks in order to enhance personnel safety and accountability. Specialized experience in or related to safety and occupational health, advanced ICS training, ICS Safety Officer training, and OSHA HazMat First Responder Awareness training is preferred.

Medical Supply Specialist – This individual performs a variety of technical duties in assisting with the transport, set-up, operations, and accountability of the supplies and equipment for the team. Performs related duties as required. Experience with medical, disaster or military logistics is preferred.

Medical Equipment Specialist - Reporting to the Logistics Chief, must have experience and skill in maintaining and performing minor repairs of a variety of unrelated equipment that may include powered generators, medical equipment and devices, electrical devices etc. Performs related duties as required. Credentials in Bio-medical equipment service are preferred. EMS and/or response team service is desirable.

Team Security Specialist/Police Officer - Must have current credentials as a police officer at a municipal, state or federal level. Have experience in working with a multi-disciplinary team in an austere environment. This individual is responsible for team and equipment security during activation, deployment and operations. Experience working with law enforcement and security operations at a regional, state and/or federal level is highly desired. A minimum of 3 years experience is required.

Emergency Planning Analyst - Serves as the Planning Section Chief and is responsible for the management, assessment, planning, personnel tracking, information analysis, and documentation activities of the operational action plan, including planning for current and future emergency operations, deployments, and mission support.

Administrative Officer – Work includes general administrative support for team leadership, human resources management, records keeping, financial administration and timekeeping. Serves as Admin/Finance Section Chief or Administrative Assistant on the team.

INITIAL APPLICATION FOR VOLUNTARY PARTICIPATION
ON THE VIRGINIA -1 DISASTER MEDICAL ASSISTANCE TEAM

Please print clearly

Full Legal name: _____ Preferred first name: _____

Address (street/PO, city, state, zip) _____

Home Phone # _____ Email _____

Work Phone # _____ Cell Phone # _____

DMAT position applied for (refer to www.va1dmat.org for available positions): _____

Current employer (company, organization name): _____

Current position _____ Years in current position ____ Employment date _____

Are you related to anyone on VA-1 DMAT? Yes ___ No ___ If Yes, please state name of individual and the nature of their relationship to you _____

Medical/EMS Licenses/Certifications/Registrations _____

Fire/HazMat Certifications _____

Other Professional Credentials (law enforcement, military etc.) _____

Previous Emergency Response Team Experience _____

[This application should also include a current resume or CV, addressing the knowledge, skills and abilities relative to the position applied for, and a cover letter explaining your reason and interest in joining VA-1 DMAT].

I understand the submission of an application and resume' package does not guarantee a position on VA-1 DMAT. Members will be selected based on several criteria that will include, but not be limited to: work experience and skill level, federal and/or regional team experience, level of commitment, ability to work in a team setting, etc. I acknowledge that I meet the requirements as stated in the "Basic Requirements for All Team Positions" as well as specific requirements for the position for which I am applying. I also give permission for VA-1 DMAT to contact my employer/supervisor to request information related to suitability for team membership and federal employment.

Applicant Signature: _____ Date _____

To be completed by the applicant's employer/supervisor:

Suitability for team membership and federal employment requires the applicant's employer/supervisor to understand certain team, training and deployment requirements. I agree to complete a brief "suitability" verification form that will be mailed to me by VA-1 DMAT.

Supervisor Name: _____

Supervisor Signature _____ Date _____

Supervisor Contact Phone Number: Day _____ Evening _____

Supervisor work address (street/PO): _____

(City, State, Zip): _____

For Admin Use Only

_____ Complete application received and forwarded to Command/Component Leader

_____ First review completed: proceed Y N

_____ Form to Employer/supervisor

_____ License/certification verification Type and Expiration: _____

_____ Form received from Employer/supervisor, Leadership notified

_____ Interview completed: final disposition: _____

_____ Applicant notified