



## Newfoundland & Labrador Association of Fire Services

Enhancing Fire services in Newfoundland & Labrador Since 1964

Good day Chief: I am pleased to inform you that your association is continuing with our commitment to ensure that our members have access to peer counselling after any traumatic event.

Our program utilizes mental health professionals and emergency responders who have the attributes and desire to be part of our provincial team. We provide a three-day training with a Critical Incident Stress Foundation certified instructor to educate and prepare our team members with reference materials to refer to whenever required. Your department provides financial support for your trained peer councillors to provide services as they are required to fellow responders and in some cases, others who have been impacted. The attached terms of reference will help further explain the commitment required, you can also reach out to your director, Captain Kent Abbott, CISM chairperson, Fire Chief Tony Snook or myself if you have any questions or concerns.

For Region 1 training is being offered for 25 individuals and will be taking place August 25<sup>th</sup> to the 27<sup>th</sup> at the Carbonear fire hall. We will be offering 2 seats per department. We will be leaving it to you to pick the appropriate candidates as per the attached document "CISM member position description".

Your department will be responsible for the candidates travel, meals and accommodations for the training. Your association will pay for the registration, materials and texts for the training. To register candidates for the course please call our office at 709 424-6500. The deadline for registration is end of business day August 21 2023.

Yours Truly

President NLAFS



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90 O'Leary Avenue  
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709-424-6500  
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## **CISM Terms of Reference**

### **Team Members:**

To be considered a team member, the candidate must complete a Critical Incident Stress Management training course as recognized by the International Critical Incident Stress Foundation.

Candidates must also be willing to upgrade skills through training and exercises as they are provided.

By accepting a position with the NLAFS CISM team, the team member agrees that this position is a volunteer position with no implied compensation. The purpose of the Critical Incident Stress Management Team is to have first responders trained to properly serve fellow responders in their time of need.

### **Mandate:**

The mandate of the NLAFS CISM team is to provide Critical Incident Stress Management defusing and debriefings to local first responders as defined in the training provided by the authorized training provider, It is by no means the mandate of this team to offer opinions, diagnosis and/or treatments beyond the scope of the team members training as provided by the NLAFS or associated partners.

### **Associated Costs:**

When submitting a candidate for the CISM team, the Fire Chief or Authority having jurisdiction accepts responsibility for the candidate at all times. Travel and associated expense will be the responsibility of the team member's nominator. It is imperative that the nominator commit to support the efforts of the candidate they submit.

The Newfoundland and Labrador Association will provide an approved training course as recognized by the International Critical Incident Stress Foundation. As budgeting will allow, only so many candidates, towns, fire departments, organizations and partners may send extra candidates at the per student cost of the instructor plus travel accommodations etc.



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**Travel:**

While we cannot guarantee a maximum requirement for travel as part of the CISM team, we will do everything possible to limit the amount of travel experienced by a team member by utilizing regional team members placed strategically throughout the province. Team members will not be expected to travel in bad or questionable weather or during times when for various reasons the safety of the team member will be put into question.

For large scale events, special arrangements will be made to limit the amount of time and resources the team members will have to provide (IE travel over long distances, accommodations etc.) through arrangements with the requesting parties.

**Confidentiality:**

All team members will be required to sign and adhere to a confidentiality agreement to protect the interests of the responders' receiving services, the integrity of the program, and the reputation of the team member and the NLAFS and its associated partners.

**Code of Conduct:**

All team members are expected to act in a respectful and responsible manner during and after any event they are required to attend. Any team member found to be acting in a way not viewed as acceptable by the responders requiring service, the NLAFS, or its partners in the CISM program may be removed from the team.

**Dress:**

When attending CISM functions, all team members are expected to provide a comfortable but professional setting; dress shall be business casual to uniform depending on the audience.

**Request for Service:**

Request for service may be through a regional director, the NLAFS office, Fire and Emergency Services, direct contact with a CISM team member / Fire Department, or the President of the NLAFS. Requests for service must be forwarded to the NLAFS office to ensure each request is properly documented.



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**Compliance:**

Audits may be performed to ensure the intent and obligations of the service are being met at the discretion of the NLAFS or its partners. Audits must be viewed as a quality assurance and improvement piece essential to the existence of the team.

**Declaration:**

I have read and understand the terms of reference for team members of the NLAFS CISM team.

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Signature

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Date



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## **CISM Team Member Application Form**

The mandate of the NLAFS CISM team is to provide critical incident stress management: one-on-one interventions, defusing and debriefings to local first responders throughout Newfoundland & Labrador.

Applicant's Name: \_\_\_\_\_

Applicant's Fire Dept: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Applicant's Phone No: (home) \_\_\_\_\_

(cell) \_\_\_\_\_

I, the undersigned, hereby endorse: \_\_\_\_\_

From Fire Department: \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

At \_\_\_\_\_ in Newfoundland & Labrador.

I, \_\_\_\_\_, hereby accept the above nomination.

Signature of Nominator: \_\_\_\_\_

Signature of Nominee: \_\_\_\_\_