



Tufts University
Tufts Community Emergency Response Team (T-CERT)
Course Syllabus

I. General Course Information

Course Number: EXP-0033-F

Course Title: Tufts Community Emergency Response Team (T-CERT)

Credit Hours: .5

Meeting Times: Tuesdays, 4:30-5:45pm (L+ Tues only)

Class Location: TBD

Instructor: Matthew Hart, Department of Public & Environmental Safety

Course Description: This course provides the student with the skills required by the Federal Emergency Management Agency (FEMA) to serve as a Community Emergency Response Team member within their campus community. Completion of this training will provide the student with the basic skills they will need to assist the Tufts Community and the Department of Public & Environmental Safety in managing planned events and responding to emergencies and disasters. By working together, C-CERT members can assist in saving lives and protecting property using the skills gained in this course. This course follows FEMA and Emergency Management Institute (EMI) standards for CERT training.

II. Classroom Policy

The T-CERT course is a pass/fail curriculum. Grading will be based on attendance, participation and pass/fail testing. Testing will be conducted both online and in class. Online testing will be conducted using the FEMA Emergency Management Institute website. Online tests are expected to be completed during a two week period and certifications should be emailed or delivered to the instructor at the next class meeting.

Office hours will be held before and after class, as requested.

III. Assessment of Student Learning and Course Outcomes

T-CERT training promotes a partnering effort between first responders and the people that they serve. The goal is for emergency personnel to train members of the Tufts community in basic response skills to be used when first responders are overwhelmed. T-CERT members are then integrated into the emergency response capability for the campus.

Tufts University is committed to the assessment of student learning and to quality education. Assessment activities provide a means to develop an understanding of how students learn, what they know, and what they can do with their knowledge. Results from these various activities guide the Instructors in finding ways to improve student learning.

Course Outcomes

1. Describe the types of hazards most likely to affect the students, staff and faculty of Tufts University.
2. Describe the function of CERTs and their role in immediate response.
3. List steps that students, staff and faculty could take to prepare for a disaster.
4. Identify and reduce potential fire hazards.
5. Learn and demonstrate basic radio communication.
6. Understand the Incident Command System (ICS) and the National Incident Management System (NIMS).
7. Demonstrate as a team how to apply basic fire suppression (fire extinguisher) strategies, resources and safety measures.
8. Learn and demonstrate the skills necessary to be certified in CPR and the use of an AED.
9. Apply techniques for opening airways, controlling bleeding and treating shock.
10. Conduct triage under simulated conditions.
11. Perform head-to-toe patient assessments.
12. Employ basic treatments for various wounds.
13. Identify planning and evaluate requirements for potential light search and rescue operations.
14. Describe the most common techniques for searching a structure.
15. Demonstrate safe techniques for debris removal and victim extrication.
16. Evaluate disaster psychology.
17. Describe the terrorism threat and the CERT's role in preparing for and responding to an incident.

IV. Competencies

1. Describe the types of hazards most likely to affect the students, staff and faculty of Tufts University.
 - a. Identify and describe man-made hazards.
 - b. Identify and describe natural disasters.
 - c. Identify and describe technological and chemical hazards.
2. Describe the function of CERTs and their role in immediate response.
 - a. Describe the CERT organization.
 - b. Explain documentation requirements.
 - c. Describe the roles and responsibilities of the CERT organization.
 - d. Describe the objectives of the CERT.
3. List steps that students, staff and faculty could take to prepare for a disaster.
 - a. Describe individual steps that could be taken.
 - b. Describe family steps.

- c. Describe steps that could be taken by the community.
- 4. Identify and reduce potential fire hazards.
 - a. List examples and procedures for electrical hazards.
 - b. List examples and procedures for natural gas hazards.
 - c. List examples and procedures for flammable or combustible liquids using the Limit, Isolate, Eliminate and Separate (LIES) model.
- 5. Learn and demonstrate basic radio communication.
- 6. Understand the Incident Command System (ICS) and the National Incident Management System (NIMS).
- 7. Demonstrate as a team how to apply basic fire suppression (fire extinguisher) strategies, resources and safety measures.
 - a. Determine and define the size up process.
 - b. Identify the type and size of extinguisher needed.
- 8. Learn and demonstrate the skills necessary to be certified in CPR and the use of an AED.
- 9. Apply techniques for opening airways, controlling bleeding and treating shock.
 - a. List and describe the components of the airway.
 - b. Describe the method used to clear an obstructed airway.
 - c. List and define the seven step method for treating life threatening conditions.
 - d. List and define the type of bleeding and the methods for treatment.
 - e. List and define the symptoms of shock.
 - f. Determine and implement the correct treatment for casualty suffering from shock.
- 10. Conduct triage under simulated conditions.
 - a. Identify the functions of disaster medical operations.
 - b. Develop a patient flowchart.
 - c. List and define the subdivisions of the treatment area.
- 11. Perform head-to-toe patient assessments.
 - a. List and describe the indicators of injury.
 - b. Explain the objectives of the head-to-toe assessment.
 - c. Conduct a head-to-toe assessment.
- 12. Employ basic treatments for various wounds.
 - a. Treat a burn patient.
 - b. Explain the difference between a dressing and a bandage.
 - c. Apply a bandage.
 - d. Apply a dressing.
 - e. Describe the treatment for an amputation.
 - f. Describe the treatment for an impaled object.
- 13. Identify planning and evaluate requirements for potential light search and rescue operations.
 - a. List and explain the three steps involved in search and rescue operations.
 - b. Explain the process used to determine whether a search and rescue should be attempted.
- 14. Describe the most common techniques for searching a structure.
 - a. List and describe entrapment-void techniques.

- b. List and explain recommended search methods.
- 15. Demonstrate safe techniques for debris removal and victim extrication.
 - a. Describe the terms cribbing, leverage and box cribbing.
 - b. List and describe the types of victim removal.
- 16. Evaluate disaster psychology.
 - a. Describe the disaster and post disaster emotional environment.
 - b. Describe the steps rescuers take to relieve their own stress and those of disaster survivors.
- 17. Describe the terrorism threat and the CERTs role in preparing for and responding to an incident.
 - a. Define terrorism.
 - b. Identify potential targets on the campus and in the community.
 - c. Identify CERT operating procedures for a terrorist incident.
 - d. Describe the actions to take following a suspected terrorist incident.

V. Student Expectations

Each student is expected to attend every class session. Each student is expected to complete reading assignments, projects and tests on time. It is the student's responsibility to notify the instructor of absences and any other issues that may cause an assignment from not being completed on time.

VI. Textbooks and Other Required Materials

Department of Homeland Security. Federal Emergency Management Agency. *CERT Basic Training Participant Manual*.

VII. Methods of Instruction and Evaluation

Each topic is introduced through selected reading from the text and lecture with demonstration. Open discussions will supplement the course. Student participation is a must. A variety of instructors and subject matter experts will be in class to present certain topics. The final grade will be based upon class participation, four exams, activities and a final exercise.

VIII. Attendance Requirements

Attendance will be taken at every class session and each student is required to attend all class sessions. Emergencies must be reported to the instructor via email or phone and will be addressed by the instructor.

If a student misses a class session, any assignments will be due at the next class meeting. Exams must be completed on the assigned dates.

If a student needs to drop the class, the student is responsible for following the proper procedure to withdraw. The instructor will not drop a student from the course.

IX. Course Outline

This outline will be updated for the fall semester.

Topic	Date
Introduction to the C-CERT Program	January 21, 2014
Disaster Preparedness	January 28, 2014
CERT Organization	February 4, 2014
Disaster Medical Operations Part I	February 11, 2014
Disaster Medical Operations Part II	February 18, 2014
Disaster Psychology	February 25, 2014
Terrorism and C-CERT	March 4, 2014
Light Search and Rescue Operations	March 11, 2014
<i>NO CLASS – Spring Break</i>	March 18, 2014
Operationalizing C-CERT	March 25, 2014
Fire Safety and Utility Controls	April 1, 2014
Course Review	April 8, 2014
Written & Practical Exam	April 15, 2014
Disaster Simulation	April 22, 2014