
SYLLABUS: Emergency Procedures

Instructor: _____

Office hours: _____

Class hours: _____

COURSE DESCRIPTION

The purpose of this course is to present techniques and principles on which law enforcement and security professionals rely in times of crisis. The course focuses on the principles of disaster management strategies, structure and response.

MAJOR INSTRUCTIONAL AREAS

1. History and Purpose of Law Enforcement Incident Command System (LEICS)
2. Emergency, Crisis, and Incidents Planning
3. Emergency, Crisis, and Incidents Responding
4. Emergency, Crisis, and Incidents Recovering
5. Taskforce and Emergency, Crisis, and Incidents Management
6. Impact and use of Technology in Emergency Response and Procedures

COURSE OBJECTIVES

After successful completion of this course, the student will have the opportunity to:

1. Examine the history and importance of Incident Command System (ICS).
2. Examine the components of planning for terrorism / tactical violence.
3. Describe the procedures in responding to terrorism / tactical incidents.
4. Identify the importance of community preparedness for a chemical attack.
5. Identify the agents used in biological terrorism.
6. Examine the types and hazards of radiation.
7. Examine the significance of explosives devices in terrorism.
8. Examine the process of mass decontamination.

9. Examine the importance of physical evidence at a crime scene.
10. Examine the use of monitoring and detection equipment.
11. Utilize the HLS software program to simulate an emergency situation.
12. Analyze the levels and types of Personal Protective Equipment (PPE).
13. Using the Internet or ITT Tech Virtual Library, research the effects of incidents and assess the impact of technology and the Internet on community recovery.

Related SCANS Objectives

1. Locate, understand, and interpret written information in documents such as manuals, graphs, and schedules.
2. Analyze and interpret data to identify the components of planning for terrorism / tactical violence and the agents used in biological terrorism.
3. Identify and acquire relevant information from existing sources to describe the procedures in responding to terrorism / tactical violence.
4. Apply a critical thinking process to identify the importance of community preparedness for a chemical attack.
5. Acquires, evaluates, organizes, maintains, interprets, and communicates information.
6. Use critical thinking to analyze the levels and types of Personal Protective Equipment (PPE).
7. Uses computers to research the Internet or ITT Tech Virtual Library about the effects of incidents and assess the impact of technology and the Internet on community recovery.

TEACHING STRATEGIES

The curriculum is designed to promote a variety of teaching strategies that support the outcomes described in the course objectives and that foster higher cognitive skills. Delivery makes use of various media and delivery tools in the classroom.

COURSE RESOURCES

Student Textbook Package

- *Emergency Procedures*. Boston, MA: Pearson Custom Publishing, 2006. (Taken from Paul M. Maniscalco and Hank T. Christen. *Understanding Terrorism and Managing the Consequences*. Upper Saddle River, NJ: Prentice Hall, 2002. and Hank T. Christen and Paul M. Maniscalco. *Mass Casualty and High-Impact Incidents: An Operations Guide*. Upper Saddle River, NJ: Prentice Hall. 2002).

References and Resources

ITT Tech Virtual Library

Login to the ITT Tech Virtual Library (<http://www.library.itt-tech.edu/>) to access online books, journals, and other reference resources selected to support ITT Tech curricula.

■ General References

• Periodicals

The following periodicals/journals are related to this course and are available through ITT Tech Virtual Library:

▪ **Books>Ebrary**

- Tierney, Kathleen J., Michael K. Lindell, and Ronald W. Perry. *Facing the Unexpected: Disaster Preparedness and Response in the United States*. Joseph Henry Press, 2001. ISBN: 0-309-06999-8.
- Gustin, Joseph. *Disaster and Recovery Planning: A Guide for Facility Managers*. 2nd ed. Marcel Dekker Incorporated, 2002. ISBN: 0-8247-0919-5.
- Kreimer, Alcira and Margaret Arnold. World Bank Staff. *Building Safer Cities: The Future of Disaster Risk*. The World Bank, 2003. ISBN: 0-8213-5497-3.
- Benson, Charlotte and Edward J. Clay. *Economic and Financial Impacts of Natural Disasters: An Assessment of Their Effects and Options for Mitigation*. The World Bank, 2004. ISBN: 0-8213-5685-2.
- Dilley, Maxx and Robert S. Chen. *Deichmann, Uwe. Natural Disaster Hotspots: A Global Risk Analysis*. World Bank Publications, 2005. ISBN: 0-8213-5930-4.
- Mileti, Dennis. *Disasters by Design: A Reassessment of Natural Hazards in the United States*. Joseph Henry Press, 1999. ISBN: 0-309-06360-4.

▪ **Periodicals>EbscoHost**

- Wallace, W. Jon. "Performing the PPE Hazard Analysis." *Occupational Health & Safety* 74, no. 12 (December 2005): 60–62, 2p; (AN 19135703).
- Riechmann, Jeffrey A. "Firefighters' PPE Just Part of the Problem." *Occupational Health & Safety* 74, no. 10 (October 2005): 10, 1/3p; (AN 18532282).
- DiDomenico, Donna. "IT'S THE BRIGHT THING TO DO." *Occupational Health & Safety* 74, no. 9 (September 2005): 90–98, 7p; (AN 18321531).
- Cho, Aileen. "Better Emergency Planning And Flexibility Needed in Crisis." *ENR: Engineering News-Record* 255, no. 13 (10/3/2005): 21, 3/4p, 1c; (AN 18550002).
- Schroll, Craig. "Emergency Planning." *Professional Safety* 50, no. 10 (October 2005): 48–50, 3p; (AN 18413190).
- Borges, Reggie. "Expecting the Unexpected." *American School Board Journal* 192, no. 6 (June 2005): 38–40, 3p, 2c; (AN 17005162).
- Bacon, Carol A. "Maximizing for victim evacuation and recovery in mass-casualty incidents." *Professional Safety* 40, no. 11 (November 95): 30, 3p, 2 charts, 1bw; (AN 9512060211).

- Scordato, Julie. “Man-Made Disasters (Book).” *Library Media Connection* 23, no. 1 (August/September 2004): 83, 1/5p; (AN 14446461).

- **Periodicals>ProQuest**

- Adler, Steven. “Threat Assessment: A Risk Management Approach.” *Security Management* (Arlington) 48, no. 2 (February 2004): 85 (2 pages).
- Dorn, R. Ranger. “Introduction to the National Incident Management System (NIMS) and the Incident Command System (ICS) -What it Means to You.” *Sheriff. Alexandria*: (May/Jun 2005). Vol. 57, no. 3; p. 58 (7 pages).

- **Other Resources**

- **Books:**

- Adams, Jeffrey A. and Stephen Marquette. *First Responders Guide to Weapons of Mass Destruction (WMD): Practical Techniques and Procedures for Responding to a Terrorist Incident Involving WMD*. Alexandria, VA: American Society for Industrial Security, 2001.
- Alexander, David. *Principles of Emergency Planning and Management*. 1st ed. New York, NY: Oxford University Press, 2002.
- Amdahl, Gary. *Disaster Response: GIS for Public Safety*. 2nd ed. Redlands, CA: ESRI Press, 2001.
- Anderson, C. V., ed. *The Federal Emergency Management Agency*. Hauppauge, NY: Nova Science Publishers, Inc., 2003.
- Binney, Greg A. *Careers in the Federal Emergency Management Agency's Search and Rescue Unit*. New York, NY: Rosen Publishing Group, 2003.
- Binns, Tristan Boyer. *FEMA: Federal Emergency Management Agency*. Oxford: Heinemann Library, 2002.
- Christen, Hank and Paul M. Maniscalco. *EMS Incident Management System, The: Operations for Mass Casualty and High Impact Incidents*. Upper Saddle River, NJ: Prentice Hall, 1998.
- Cutter, Susan L., ed. *American Hazardscapes: The Regionalization of Hazards and Disasters*. Washington, DC: Joseph Henry Press, 2002.
- De Lorenzo, Robert A. and Robert S. Porter. *Weapons of Mass Destruction: Emergency Care*. Upper Saddle River, NJ: Prentice Hall, 2000.
- Flin, Rhona H. and Kevin Arbuthnot, eds. *Incident Command: Tales from the Hot Seat*. Burlington, VT: Ashgate Publishing Company, 2002.
- Granot, Hayim and Jay Conrad Levinson. *Transportation Disaster Response Handbook*. 1st ed. San Diego, CA: Academic Press, 2002.
- Haddow, George and Jane A. Bullock. *Introduction to Emergency Management*. San Diego, CA: Butterworth-Heinemann, 2003.

- Hawley, Chris. *Hazardous Materials Incidents*. 1st ed. Florence, KY: Delmar Learning, 2001.
- Knight, U. G. *Power Systems in Emergencies: From Contingency Planning to Crisis Management*. 1st ed. Hoboken, NJ: John Wiley & Sons, 2001.
- McDevitt, Ian. *Tactical Medicine: An Introductory To Law Enforcement Emergency Care*. Boulder, CO: Paladin Press, July 2001.
- Mileti, Dennis S. *Disasters by Design: A Reassessment of Natural Hazards in the United States*. Washington, DC: National Academy Press, 1999.
- *National Academies of Emergency Dispatch. Emergency Telecommunicator*. Boston, MA: Jones & Bartlett Pub, 2001.
- Nicholson, William C. *Emergency Response and Emergency Management Law: Cases and Materials*. Springfield, IL: Charles C Thomas Pub Ltd., 2003.
- Post, Carl J. *Omaha Orange: A Popular History of EMS in America*. 2nd ed. Boston, MA: Jones & Bartlett Pub, 2002.
- Raphael, Beverley and John Wilson, eds. *Psychological Debriefing: Theory, Practice and Evidence*. 1st ed. New York, NY: Cambridge University Press, 2000.
- Sachs, Gordon M. *Terrorism Emergency Response: A Workbook for Responders*. Upper Saddle River, NJ: Prentice Hall, 2003.
- Tierney, Kathleen J., Michael K. Lindell, and Ronald W. Perry, eds. *Facing the Unexpected: Disaster Preparedness and Response in the United States*. 1st ed. Washington, DC: Joseph Henry Press, 2001.
- **Web Sites:**
 - “Incident Command Technologies, Inc.”
<http://www.ictinc.org/home.htm> (accessed February 11, 2006).
 - “Federal Emergency Management Agency,” <http://www.fema.gov/> (accessed February 11, 2006).
 - “National Emergency Management Association,”
<http://www.nemaweb.org/index.cfm> (accessed February 11, 2006).
 - “Indiana State Emergency Management Agency,”
<http://www.in.gov/sema/> (accessed February 11, 2006).
 - “The Disaster Preparedness and Emergency Response Association,” <http://www.disasters.org/> (accessed February 11, 2006).
- **Periodicals:**
 - “Homeland Protection Professional,” www.hppmag.com (accessed February 11, 2006).
 - “Homeland Defense Journal,” www.homelanddefensejournal.com (accessed February 11, 2006).
 - “HS Today,” <http://www.hstoday.us/home/index.cfm> (accessed February 11, 2006).

- “Rescue Technology,” www.advancedrt.com (accessed February 11, 2006).

All links to Web references outside of ITT Tech Virtual Library are always subject to change without prior notice.

EVALUATION & GRADING

COURSE REQUIREMENTS

1. Attendance and Participation

Regular attendance and participation are essential for satisfactory progress in this course.

2. Completed Assignments

Each student is responsible for completing all assignments on time.

3. Team Participation (if applicable)

Each student is responsible for participating in team assignments and for completing the delegated task. Each team member must honestly evaluate the contributions by all members of their respective teams.

Evaluation Criteria Table

The final grade will be based on the following weighted categories:

CATEGORY	WEIGHT
Class Participation	10%
Writing Assignments	15%
Project Phase 1	10%
Project Phase 2	10%
Project Phase 3	15%
Project Phase 4	15%
Final Project	25%
Total	100%

Grade Conversion Table

Final grades will be calculated from the percentages earned in class as follows:

A	90 - 100%	4.0
B+	85 - 89%	3.5
B	80 - 84%	3.0
C+	75 - 79%	2.5
C	70 - 74%	2.0
D+	65 - 69%	1.5
D	60 - 64%	1.0
F	<60%	0.0

COURSE OUTLINE

Unit	Lsn	Lesson Title	Reading (Pages from the Textbook)	Activity Type		
				Writing Assignment	Discussion	Project
1	1	The Basics of the Incident Management System	Chapter 2, Pages 25-41 <i>Emergency Procedures</i> Chapter 9, Pages 157-172 <i>Emergency Procedures</i>		Unit 1- Lesson 1	
2	2	Terrorism/Tactical Violence	Chapters 3 and 4, Pages 43-78 <i>Emergency Procedures</i>	Unit 2-Lesson 2A Unit 2-Lesson 2B Unit 2-Lesson 2C (Due Unit 3)	Unit 2-Lesson 2A Unit 2-Lesson 2B	Unit 2-Lesson 2 (Due Unit 4)
3	3	Weapons of Mass Effect: Chemical Terrorism and Warfare Agents	<ul style="list-style-type: none"> ▪ Chapter 13, Pages 205-216 <i>Emergency Procedures</i> ▪ Fact Sheet: http://www.nae.edu/NAE/pubundcom.nsf/weblinks/CGOZ-66JRHZ/\$file/chemical%20attack%2006.pdf ▪ List of Chemical Agents: http://www.bt.cdc.gov/agent/agentlistchem.asp 	Unit 3-Lesson 3 (Due Unit 4)		Unit 3-Lesson 4 (Due Unit 5)

Unit	Lsn	Lesson Title	Reading (Pages from the Textbook)	Activity Type		
				Writing Assignment	Discussion	Project
	4	Weapons of Mass Effect: Biological Terrorism	<ul style="list-style-type: none"> ▪ Fact Sheet: http://www.securit ymanagement.com/library/biological_attack0805.pdf ▪ http://content.nejm.org/cgi/reprint/354/2/113.pdf 	Unit 3-Lesson 4A Unit 3-Lesson 4B (Due Unit 4)		
4	5	Weapons of Mass Effect: Radiation	<p>Dirty Bomb Fact Sheets:</p> <ul style="list-style-type: none"> ▪ http://www.bt.cdc.gov/radiation/pdf/dirtybombs.pdf ▪ http://www.nrc.gov/reading-rm/doc-collections/fact-sheets/dirty-bombs.html <p>Nuclear Blast Fact Sheet:</p> <ul style="list-style-type: none"> ▪ http://www.bt.cdc.gov/radiation/pdf/nuclearblastfaq.pdf <p>Acute Radiation Syndrome Fact Sheet:</p> <ul style="list-style-type: none"> ▪ http://www.bt.cdc.gov/radiation/pdf/ars.pdf <p>Radioactive Contamination and Exposure:</p> <ul style="list-style-type: none"> ▪ http://www.bt.cdc.gov/radiation/pdf/contamination.pdf 	Unit 4-Lesson 5 (Due Unit 5)		
5	6	Weapons of Mass Effect: Explosives	Chapter 5, Pages 95-108 <i>Emergency Procedures</i>	Unit 5-Lesson 6A Unit 5-Lesson 6B (Due Unit 6)		
6	7	Mass Casualty Decontamination	Chapter 6, Pages 109-126 <i>Emergency Procedures</i>		Unit 6-Lesson 7	Unit 6-Lesson 7 (Due Unit 8)
7	8	Crime Scene Operations	Chapter 7, Pages 127-140 <i>Emergency Procedures</i>		Unit 7-Lesson 8	Unit 7-Lesson 8 (Due Unit 9)
8	9	Monitoring Devices	http://www.ncjrs.gov/pdffiles1/nij/184449.pdf Section 3–4 of the PDF, Pages 13–30.	Unit 8-Lesson 9A Unit 8-Lesson 9B (Due Unit 9)	Unit 8-Lesson 9	
9	10	Personal Protective	<ul style="list-style-type: none"> ▪ http://www.cdc.gov/niosh/nppt/topics/respirator 	Unit 9-Lesson 10 (Due Unit 10)		Unit 9 – Lesson 10

Unit	Lsn	Lesson Title	Reading (Pages from the Textbook)	Activity Type		
				Writing Assignment	Discussion	Project
		Equipment	s/factsheets/respfact.html <ul style="list-style-type: none"> ▪ http://www.cdc.gov/niosh/unp-intrecppe.htm ▪ http://www.dhs.gov/dhspublic/interapp/editorial/editorial_0420.xml ▪ http://www.ncjrs.gov/pdffiles1/nij/191518.pdf Pages 1-44. 			(Due Unit 11)
10	11	Technology and Emergency Response	Chapter 8, Pages 141-154 <i>Emergency Procedures</i>		Unit 10-Lesson 11A Unit 10-Lesson 11B	
	12	Incident Management in the Real World	Chapter 15 and Appendix I, Pages 235-292 <i>Emergency Procedures</i>	Unit 10-Lesson 12 (Due Unit 11)		
11	Final Project					



Note

Instructors should be prepared to locate alternative readings in the unlikely event the Web sites listed under reading are not accessible. Information on these topics can be found by searching through the United States Department of Homeland Security homepage, located at www.dhs.gov. Instructors should feel free to print out copies of materials from federal government Web sites.

INTENT/INTERFACE

The purpose of this course is to present techniques and principles on which law enforcement and security professionals rely in times of crisis. The course focuses on the principles of disaster management strategies, structure, and response. This course outlines the history and purpose of the Law Enforcement Incident Command System (LEICS) and examines the concepts and applications of planning, responding, and recovering in crisis, disasters, and emergency situations caused naturally, accidentally, or carried out deliberately by mal doers.

This course builds on the basics of the American criminal justice system and law enforcement learned in Introduction to Criminal Justice.