



DEPARTMENT OF HEALTH AND HUMAN SERVICES Office of the Assistant Secretary of Preparedness and Response (ASPR)

IRCT Basic Online Course Information and Application Process

Purpose of IRCT Basic Course

The purpose of the Incident Response Coordination Team (IRCT) Basic Course is to prepare you to respond effectively within the HHS framework when you deploy with a IRCT. You will need to be familiar with coordination at all levels: within the Federal government, within HHS, and within the IRCT. This course also provides important logistical information on travel procedures, reimbursement, and equipment, the knowledge of which will make deployment and demobilization tasks easier.

Course Objectives

The objectives for the course are as follows:

1. Recognize Federal government coordination systems and plans.
2. Identify the emergency support role of HHS in Federal disaster declarations or supporting other Federal Agency missions.
3. Identify actions that can be taken by the Secretary of HHS under its own authorities, which may be used during a Federal disaster declaration or a declaration of a public health emergency.
4. Understand the HHS Headquarters management of day-to-day monitoring operations, emerging threats, and public health and medical emergencies.
5. Identify the HHS field management mechanism, including its reporting and command structure, scalability, positions and responsibilities, and interaction with Federal, State, and local officials.
6. Identify job aids, procedures and paperwork for travel, reimbursement, equipment, and demobilization.

Prerequisites

Four FEMA EMI courses must be completed. These courses can be found at <http://training.fema.gov/EMIWeb/IS/>. When submitting your application, include documentation of successful course completion.

- IS-100, Introduction to the Incident Command System
- IS-200, ICS for Single Resources and Initial Action Incidents
- IS-700, National Incident Management System (NIMS)
- IS-800, National Response Plan (NRP), an Introduction

Length of Course

The IRCT Basic Course runs for three weeks. Expect approximately 15-18 hours to complete the entire IRCT Basic Course.

Availability

The IRCT Basic Course is available 24 hours each day during the three weeks you are enrolled. You may log into the class at your convenience.