North Valley Animal Disaster Group Standard Operating Guidelines

Title: TRAINING GUIDELINES 2023

Objective: Set a standard for minimum training for positions.

Description: Below is the required and recommended training for various positions. The Team Lead has the discretion to substitute outside training and/or experience to meet any requirement on an individual case-by-case basis.

Position	Requirement	Recommended
Small Animal Sheltering	New Volunteer Training	Small Animal Handling Intake and Forms Animal First Aid Shelterly Operational-Shelters
Large Animal Sheltering	LAS Operations Large Animal Handling Shelterly Awareness presented at 2023 New and Refresher Trainings	Intake and Forms Animal First Aid Shelterly Operational-Shelters
Evacuation Team	Small & Large Animal Handling Shelterly Awareness presented at 2023 New and Refresher Trainings Bi-annual Animal First Aid Radio Operational Evacuation Operational Evac Towing * Fireline Safety** Pass Driving Rodeo Pass Physical Fitness Test Pass Interview by Team Lead	Human CPR & First Aid Intake and Forms Shelterly Operational – Dispatch/Debrief

Technical Rescue Team	Low Rope Rescue Operational Pass Physical Fitness Test Attend min of 2 trainings/year	Rope Rescue Technician River and Flood Rescue Technician Animal Technical Rescue
Technical Rescue Single Incident Response	Low Rope Rescue Operational Animal Technical Rescue Small & Large Animal Handling Pass Physical Fitness Test Pass Interview by Team Lead Attend min of 4 trainings/year	Rope Rescue Technician Swiftwater – if water related
Dispatch/Radio Operator	Dispatch/Radio Operations Intake and Forms Shelterly Operational - Dispatch/Debrief	Hotline Training Shelterly Operational-Hotline Shelterly Technical Evacuation Operations
Hotline***	Hotline Basic Training Intake and Forms	Shelterly Operational-Hotline Shelterly Operational-Dispatch/Debrief Shelterly Technical All NVADG training classes will help answer caller questions
Data Entry Specialists for Shelterly	Shelterly Awareness presented at 2023 New and Refresher Trainings Hotline Basic Training Shelterly Operational-Hotline Shelterly Operational-Dispatch/Debrief Shelterly Operational: Shelters	Dispatch/Radio Operations Evacuation Operational Shelterly Technical
EOC/ABOC	ICS 100, 200, 700, 300 Animal Focus ICS-300 for ABOC Google Workspace Hotline Basics Evacuation Operational Shelter Operations	ICS 800 The more you understand NVADG functions, the better you will be at ABOC positions.
ABOC Logistics Staffing	Shelterly Awareness presented at 2023 New and Refresher Trainings Volunteer Impact training	The more you understand NVADG functions, the better you will be at scheduling staff.

Supervisory/Lead	Team Requirements for Area ICS 200, 700 Google Workspace Shelterly Operations for Area	ICS 300, 800 Shelterly Technical

*In-person or Virtual

**Recommended Annually, Required Bi-annually, Fire Shelter practice required

***Hotline remote by special authorization only

For the purpose of this document, Animal Handling is synonymous with Animal Behavior.

Virtual Training: Certain requirements may be met by virtual training depending on circumstances and approval of Lead/Instructor. This may include (live or recorded) Zoom, videos, etc.

Reciprocity: Certain requirements may be met by non-NVADG classes by approval of Lead/Instructor.

Proficiency: In obvious areas where an individual shows proficiency, the training requirement may be waived by the Lead/Instructor. For example, a Veterinarian or RVT is automatically assumed to be proficient in Animal First Aid, and a Firefighter is automatically assumed to be proficient in Fire Line Safety.

Shelterly: There are three basic levels of training: Awareness, Operational and Technical.
- Awareness training is given at New and Refresher trainings, and is open to all volunteers.
- Operational training is given for three topics: 1) Hotline, 2) Dispatch/Debrief, and 3) Shelters**.** These classes will be scheduled between February and May. Due to the enormous risk, **only extremely proficient volunteers will enter information during an incident.**
- **Technical training requirements include participating in monthly "scenarios" and meeting once a month for six months to keep skills current.**   Technical training is met by taking all 3 operational trainings or through a scheduled Technical Training class. Final approval for the Technical level is determined by Shelterly Administration.

Classes are Shelterly Operational-Hotline, Shelterly Operational-Dispatch/Debrief, Shelterly Operational-Shelters, and Shelterly Technical. Shelterly Awareness was presented at the 2023 New Volunteer Training and the 2023 Refresher Training.