

Community Emergency Response Team
Documentation Exercise
10/20/01

- 9:02 Saturday morning. An earthquake measuring 5.9 on the Richter scale rocks the Wasatch front. Although damage is generally slight to moderate in well-designed buildings, there is considerable damage to some structures. Some chimneys are down and electricity is off. After checking their own homes and families, members of the Pleasant View CERT travel to the staging area.
- 9:15 Jim Harkins arrives and takes on being the Incident Commander. Logistics and staging equipment manager Mary Smith arrives at the staging area with four fire extinguishers, six wrenches, seven flashlights, two first aid kits, two stretchers and ten blankets. She agrees to handle personnel and equipment.
- 9:32 Jerry Rice signs in. He lists his specialties as (1) fire, (2) medical and (3) transport.
- 9:35 Frank Thomas signs in. His specialties are (1) S&R, (2) fire, (3) medical and (4) transport.
- 9:43 J.J. Stokes, who is a radio operator, signs in. His skills include (1) medical, (2) fire, (3) transport and (4) S&R.
- 9:45 Babe Ruth signs in. He works with (1) S&R, (2) medical, (3) fire, (4) transport and (5) documentation.
- 9:50 Steve Young, Mark McGwire and Willie Mays all arrive at the staging area. Young's specialties are (1) fire, (2) medical, (3) S&R, (4) transport and (5) documentation. McGwire prefers to work on (1) fire, (2) S&R and (3) transport. Mays ranks his skills as (1) S&R, (2) fire, (3) medical, (4) transport and (5) documentation.

The incident commander receives (and records) a damage assessment turned in by Joe Montana. The foundation of a 2-story structure at 13267 Magnolia is displaced. In addition, the building has a burst water pipe and electrical wires are down. That building is half a block away from your staging area.

Your group is assigned to this moderately damaged structure. You need to secure the building and its utilities, and to locate, stabilize and evacuate any victims to the treatment area at the command post. Go to the staging area and get six S&R people, three fire/medical people and one scribe.

- 9:52 Joe Montana signs in. His specialties include (1) fire, (2) medical, (3) documentation, (4) S&R and (5) transport.
- 9:55 Lou Gehrig signs in. His skills are (1) fire, (2) S&R and (3) transport.

- 9:58 Serena Williams arrives. She lists her skills as (1) fire, (2) medical, (3) S&R and (4) documentation. She is also a licensed heavy equipment operator.
- 10:00 Babe Ruth, Willie Mays, Lou Gehrig, Frank Thomas, Steve Young and Mark McGwire are assigned to S&R.
- 10:03 Serena Williams is assigned to Documentation for your team.
- Sammy Sosa signs in. He works with (1) S&R, (2) medical, (3) fire, (4) documentation and (5) transport. He is assigned to set up the treatment area at the command post.
- 10:05 Jerry Rice, Joe Montana and J.J. Stokes form a Fire/Medical team.
- Frank Thomas checks out a wrench and two flashlights.
- Willie Mays checks out two flashlights.
- 10:06 Joe Montana signs out two fire extinguishers, a flashlight, a first aid kit, a stretcher and two blankets.
- 10:07 You and your teams proceed to 13267 Magnolia.
- 10:10 Logistics totals the remaining equipment.
- Jerry Rice, Joe Montana and J.J. Stokes are assigned to shut off all utilities in the building. They become the Utility Team.
- 10:11 Leah Malot, who has a catering truck, signs in. Her specialties include (1) S&R, (2) fire, (3) medical, (4) transport and (5) documentation.
- 10:12 Aftershock
- 10:15 The Utility Team returns. They have shut off gas, water and electricity to the building.
- 10:16 Jerry Rice, Joe Montana and J.J. Stokes are reassigned as Medical. They will triage and treat victims.
- 10:18 Babe Ruth, Willie Mays and Lou Gehrig, (S&R 1), are assigned to search the first floor of the building and to find and remove victims.
- 10:19 Frank Thomas, Steve Young and Mark McGwire (S&R 2) are sent to search the second floor and to find and remove victims.
- S&R1 (Babe, Willie and Lou) enters the building. One victim, Rich Richins responds to Come to the sound of my voice. They direct him to the medical area where medical team members perform triage, clean and bandage a minor cut on his forehead and tag him green. He is walked to the command post and is then given the job of keeping the Victim Treatment Area Record. His first entry is himself.

Gete Wami arrives. Her skills are (1) fire, (2) S&R, (3) medical, (4) documentation and (5) transport.

- 10:27 S&R 2 returns from their assignment. They did not find any victims. They are reassigned to assist S&R 1 with removing victims and transporting.
- 10:28 S&R 1 locates a second victim. He is bleeding heavily from the right thigh and is unconscious. They put a compress on his leg to control the bleeding, tag him red and take him to the treatment area.
- 10:35 The red-tagged victim arrives at the treatment area. He is a white male, approximately 45 years old, balding and overweight. He is bleeding from a deep cut on his right thigh and is unconscious and suffering from shock.
- 10:40 S&R 1 finds a third victim trapped under debris in the building. They do not have the cribbing necessary to remove the victim, who is suffering from shock, but who is conscious and not complaining of pain. They send a message to Logistics asking for two prybars and enough cribbing to make two 2-foot supports.
- 10:45 S&R 1 locates the fourth victim. He has a broken arm and his left ankle is swollen. He cannot walk. They tag him yellow and take him to the treatment area.
- 10:52 The yellow-tagged victim arrives at the treatment area where he gives his name as Willard Scott. Team members put a splint on his arm, then wrap and elevate his ankle.
- 10:55 Logistics replies to the message. They are running short of cribbing, sending 2 prybars and 18" of cribbing and procuring more cribbing.
- S&R 1 locates a fifth victim. Massive head injuries from fallen ceiling. Victim is not breathing and has no pulse. They tag him dead.
- 11:06 S&R 1 finds sixth victim. Although there are no apparent injuries, the victim is unconscious, breathing shallowly, and has all the signs of shock. They give her a red tag and transport her to the treatment area.
- 11:15 The red-tagged victim, a pregnant, blond female in her late 20s, arrives at the treatment area. Medical team members do an additional triage, treat her for shock, and prepare to transport her to the hospital.
- 11:17 S&R 1 finds a seventh victim. Disoriented and suffering from shock, she is unable to respond to any questions. They tag her yellow and move her to the treatment area.

- 11:20 The yellow-tagged victim arrives at the treatment area. She is a white female in her 60 s. When asked, she can only give her name as Annie. She is still confused and disoriented and has a large bump on her forehead (possible concussion?) The medical team treats her for shock.
- 11:35 S&R 1 frees trapped victim. Then medical performs triage, gives her a green tag, and transports her to the treatment area.
- 11:45 S&R 1 (Babe, Willie and Lou) returns for reassignment. They have found and removed six victims and report that one dead victim is still inside the building.
- 11:47 Final victim arrives at treatment area. She gives her name as Jill Johns. She is treated for minor cuts and bruises as well as for shock.
- 11:50 Fire/Medical Team 1 has completed their assignment. They have treated one minor, three delayed and two immediate. All team members return to the command post.
- 12:00 All team members arrive at the command post. The fire/medical team members return to the personnel area.
- Joe Montana returns two fire extinguishers, a flashlight, and a first aid kit.
- 12:08 Since both S&R teams have finished their jobs, they form a transportation team. Their task is to transport victims from the treatment area. They get stretchers and take the 45-year-old w/m, Willard Scott, and the pregnant female to Kaiser Hospital.
- 12:15 Logistics takes inventory of their equipment
- 12:55 The transport team returns after completing its assignment. They have transported three victims to Kaiser Hospital.



INCIDENT BRIEFING

LOS ANGELES FIRE DEPARTMENT
DISASTER PREPAREDNESS UNIT



PREPARED BY: Jim Harkins		DATE: 10/20/01	TIME: 9:50
INCIDENT NAME: 13267 Magnolia			
MAP SKETCH: <div style="text-align: center;"> <p>N</p> <p>Magnolia</p> <p>13267 Magnolia X</p> <p>Sepulveda _____ X Command Post _____</p> </div>			
CURRENT ORGANIZATION:	INCIDENT COMMANDER: Jim Harkins	BATTALION: 8	
SUMMARY OF CURRENT ACTIONS: <p><i>Be aware of hazards! Work as a team!</i></p> <p>Gas, electricity, water shut off.</p> <p>Found and removed 6 victims. 1 dead inside.</p> <p>Treated 1 minor, 3 delayed and 2 immediate.</p> <p>Transported 6 victims to treatment area, then transported 3 victims to Kaiser Hospital.</p>			

FOR INCIDENT COMMANDER

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Incident Command: Transfer an incident from Damage Assessment sheet. Sketch a map of the incident area, if known, with any hazards. Enter Incident Commander's name and Battalion number under current organization. Give to incident team leader with Assignment Status sheet.

Incident team leader: Sketch a map of the incident area with any hazards, if not done by Incident Command. Summarize the actions of your teams. When incident is complete, return this form, along with Assignment Status, to Incident Command.



ASSIGNMENT STATUS

LOS ANGELES FIRE DEPARTMENT DISASTER PREPAREDNESS UNIT



DATE: 10/20/01		PERSON REPORTING: Serena Williams						PAGE #: 1	
TEAM LEADER John Doe		ASST. TEAM LEADER Jane Doe		ASSIGNMENT 13267 Magnolia - Secure building and utilities, locate, stabilize and evacuate victims to treatment area at command post					
TEAM TYPE Utility		TEAM TYPE Medical		TEAM TYPE S&R 1		TEAM TYPE S&R 2		TEAM TYPE	
START TIME 10:10	END TIME 10:15	START TIME 10:16	END TIME 11:50	START TIME 10:18	END TIME 12:55	START TIME 10:19	END TIME 12:55	START TIME	END TIME
1 Jerry Rice		1 Jerry Rice		1 Babe Ruth		1 Frank Thomas		1	
2 Joe Montana		2 Joe Montana		2 Willie Mays		2 Mark McGwire		2	
3 J.J. Stokes		3 J.J. Stokes		3 Lou Gehrig		3 Steve Young		3	
4		4		4		4		4	
5		5		5		5		5	
ASSIGNMENT		ASSIGNMENT		ASSIGNMENT		ASSIGNMENT		ASSIGNMENT	
Shut off all utilities		Triage and treat victims		Search first floor and remove victims		Search second floor and remove victims <hr/> Assist S&R 1 with removing victims and transporting			
COMMENTS		COMMENTS		COMMENTS		COMMENTS		COMMENTS	
Gas and electricity shut off.		Treat 1 minor, 3 delayed and 2 immediate.		Found and removed 6 victims. 1 dead inside.		No victims found. <hr/> Transport 6 victims to treatment area, 3 victims to Kaiser			

TO TRACK PERSONNEL ON AN ASSIGNMENT.

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Print type of team (for example, Fire). Print team members' names in numbered boxes. If a team completes an assignment, use another team column for the next assignment. Return this form, with Incident Briefing, to Incident Command



MESSAGE FORM

LOS ANGELES FIRE DEPARTMENT
DISASTER PREPAREDNESS UNIT



TO: Logistics	Message Center Use Only Incident : <u>13267 Magnolia</u> Time: _____ Date: <u>10/20/01</u> <input type="checkbox"/> Incoming <input type="checkbox"/> Outgoing
FROM: S&R 1	
TIME: 10:40	

MESSAGE TEXT:

Found one person trapped.
 Need 2 prybars and enough cribbing for 2 supports, each 2 feet high

ACTION TAKEN:

Running short of cribbing.
 Am sending 2 prybars and 18" of cribbing, procuring more

USE CLEAR CONCISE TEXT

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Examples: assignment completed, additional resources needed, unable to complete, special information/status update.



MESSAGE FORM

LOS ANGELES FIRE DEPARTMENT
DISASTER PREPAREDNESS UNIT



TO:	Message Center Use Only Incident : _____ Time: _____ Date: _____ <input type="checkbox"/> Incoming <input type="checkbox"/> Outgoing
FROM:	
TIME:	

MESSAGE TEXT:

ACTION TAKEN:

USE CLEAR CONCISE TEXT

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Examples: assignment completed, additional resources needed, unable to complete, special information/status update



PERSONNEL RESOURCES

LOS ANGELES FIRE DEPARTMENT DISASTER PREPAREDNESS UNIT



DATE: 10/20/01	PERSON REPORTING: Mary Smith	PAGE #: 1
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PRINT NAME AND TIME IN			SKILL SPECIALTY RANK FROM 1-5 OR PRINT "NO"					
NAME	TIME IN	TIME ASSIGNED	FIRE	MEDICAL	S&R	TRANSPORT	DOCUMENT	OTHER
Mary Smith	9:15	9:15						Personnel & Equipment Mgr.
Jim Harkins	9:15	9:15						Incident Commander
Jerry Rice	9:32	10:05	1	2	no	3	no	
Frank Thomas	9:35	10:00	2	3	1	4	no	
J. J. Stokes	9:43	10:05	2	1	4	3	no	radio
Babe Ruth	9:45	10:00	3	2	1	4	5	
Steve Young	9:50	10:00	1	2	3	4	5	
Mark McGwire	9:50	10:00	1	no	2	3	no	
Willie Mays	9:50	10:00	2	3	1	4	5	
Joe Montana	9:52	10:05	1	2	4	5	3	
Lou Gehrig	9:55	10:00	1	no	2	3	no	
Serena Williams	9:58	10:03	1	2	3	no	4	heavy equipment
Sammy Sosa	10:03	10:03	3	2	1	5	4	to Treatment Area
Leah Malot	10:11		2	3	1	4	5	catering truck
Gete Wami	10:19		1	3	2	5	4	
Jerry Rice	12:00		1	2	no	3	no	
J. J. Stokes	12:00		2	1	4	3	no	radio
Joe Montana	12:00		1	2	4	5	3	

FOR USE BY LOGISTICS AND STAGING

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Enter time assigned to team and cross out that team's box.
 When person returns from assignment, draw line through their name and have person sign in again.
 Check how long people have been assigned and who hasn't been assigned yet.



VICTIM TREATMENT AREA RECORD

LOS ANGELES FIRE DEPARTMENT
DISASTER PREPAREDNESS UNIT



DATE: 10/20/01		PERSON REPORTING: Rich Richins			PAGE #: 1	
TIME IN	NAME OR DESCRIPTION	TRIAGE TAG	CONDITION	MOVED TO:	TIME OUT	
10:19	Rich Richins	M	Minor cut on forehead			
10:35	White male, about 45 years, balding, overweight	I	Deep cut on right thigh, unconscious, shock	Kaiser	12:08	
10:52	Willard Scott	D	Broken left arm, swollen left ankle	Kaiser	12:08	
11:15	White female, blond, late 20s, pregnant	I	Unconscious, shallow breathing, shock	Kaiser	12:08	
11:20	White female, 60s, "Annie"	D	Disoriented, large bump on forehead, shock			
11:47	Jill Johns	M	Minor cuts and bruises, shock			

FOR MEDICAL TREATMENT AREA

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Document Each Person Brought to the Treatment Area.
If Victim Cannot Give Name, Write a Brief Description, E.g., Sex, Approximate Age, Hair Color, Race, Etc.
Tag Color: Red=immediate, Yellow=delayed, Green=minor, Black=dead