

VOLUNTEER HANDBOOK

Third Edition – August 2016

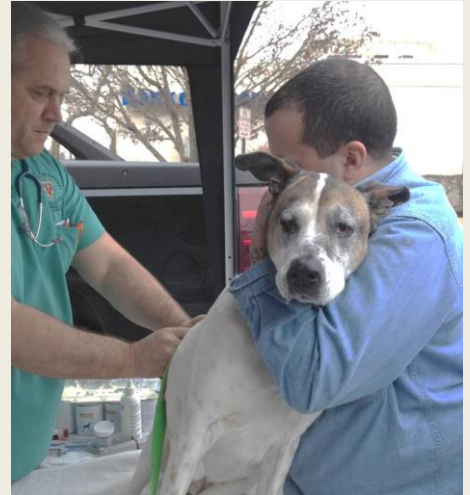


Photo: Suffolk Co. NY. SPCA

South Carolina Veterinary Reserve Corps

A unit of the Medical Reserve Corps



Photo: CULPH



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South Carolina Veterinary Reserve Corps (SCVRC) Volunteer Handbook

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Introduction

This SCVRC Volunteer Handbook was designed to provide information to help prospective or new volunteers learn about the South Carolina Veterinary Reserve Corps (SCVRC). If questions remain after reviewing this handbook please contact any of the Unit Leaders noted on page 4.

Background

South Carolina (SC) is at risk of natural threats including hurricanes, earthquakes, tornados, and ice storms as well as technological threats such as chemical spills or radiation events. Any or all of these have the potential to create harm and hardship for people, their animals and all agricultural businesses in the state. In addition, in the event of a foreign/emergency animal disease, the SC State Veterinarian's office would seek to recruit trained veterinary volunteers to assist in disease containment and control.

It has been demonstrated that resources for animal/agricultural response are extremely limited in most states and would be quickly overwhelmed in disasters, leading to the recognition of the need for establishment of volunteer groups comprised of veterinary professionals and others willing to be trained and called upon to assist as volunteers in emergency events. To assist us in building a strong volunteer base we applied and were accepted in late 2014 as a new unit of the United States Surgeon General's Division of the Civilian Volunteer Medical Reserve Corps, a national network of local groups of volunteers committed to improving the public health, emergency response, and resiliency of their communities. The opportunity to organize our South Carolina Veterinary Reserve Corps (SCVRC) unit under this national Medical Reserve Corps (MRC) umbrella provides benefits to us in the development and maintenance of our group including examples of best practices shared between hundreds of other MRC units across the country.

In addition, we have the support of our local public health MRC partners and the option to request collaboration with them in training events throughout the year. DHEC has four regional MRCs located in each public health region.

Other key stakeholders with whom the SCVRC will engage include these: Clemson Livestock-Poultry Health, the lead state coordinating agency for resources for animal/agriculture issues in emergencies; emergency management divisions at the state level (SCEMD) and in all 46 counties; four SC Healthcare Coalitions; and SC Volunteer Organizations Active in Disasters (SC VOAD). SCVRC plans and policies will ultimately be integrated into existing local and state plans for public health and emergency response.

Required steps to becoming an SCVRC volunteer are on page 5.

About the South Carolina Veterinary Reserve Corps (SCVRC)

Purpose

The purpose of the SCVRC is to supplement emergency response efforts statewide by providing a specialty unit of trained volunteers who can assist with animal-related issues in disasters.

Mission

The mission of the South Carolina Veterinary Reserve Corps (SCVRC) is to develop and maintain response capabilities for animal-related issues in emergencies. The SCVRC will complement and supplement existing MRC units by providing a group of specialized volunteers who can provide either direct animal care or assistance to the agricultural community, thereby improving the health, safety and well-being of SC citizens and communities across the state.

SCVRC Organizational Structure and Contact Information

Housing Organization: SC Association of Veterinarians (SCAV)

SCVRC Leadership: Unit Leader, Unit Coordinator, Lead Veterinarian

Unit Leader: Ms. Marie Queen
SC Association of Veterinarians
PO Box PO Box 11766, Columbia, SC 29211
803-254-1027

Unit Coordinator: Dr. Charlotte Krugler
Clemson Livestock-Poultry Health
PO Box 102406 (500 Clemson Road), Columbia, SC 29224
803-726-7801

Lead Veterinarian: Dr. Kevin Elliott
864-354-5785 (text him)

Currently the SCVRC is a statewide unit, serving all 46 counties. We may later consider designating regional volunteer leaders to assist in recruitment.

SCVRC Advisory Board: SCAV Board of Directors

Members/Medical: Veterinarians and Licensed Veterinary Technicians

Members/Non-medical: Veterinary assistants, animal care specialists, veterinary practice managers, Extension agents, administrative specialists, and those interested in assisting with animal and/or agriculture-related issues during emergency events are welcome.

SCVRC Policies and Procedures

Recruitment

Information about the SCVRC and invitations to join will be shared during emergency preparedness trainings and will be posted in the SCAV newsletter and on the SCVRC webpage. Outreach will also be directed to veterinarians and licensed veterinary technicians as well as veterinary assistants, practice manager and others involved or experienced in animal care, especially those who have expressed an interest in emergency preparedness and response when joining or renewing membership in SCAV and obtaining or renewing SC licensure.

SCVRC Application Process

Prospective SCVRC members need to do the following:

- ✓ Read the SCVRC Volunteer Handbook.
- ✓ Complete the SCVRC Application (on scav.org website).
- ✓ Read and agree to the *SCVRC Statement of Understanding, Agreement, and Release of Liability*, and provide a signed copy to the SCAV office.

Following acceptance of the application, SCVRC Leadership will arrange a short face-to-face orientation session.

Before accepting any volunteer assignments, an SCVRC member must complete the following:

- ✓ Incident Command System courses 100, 200, and 700 (instructions on page 10) and submit ICS completion certificates to SCVRC Unit Leader
- ✓ Review the South Carolina Emergency Operations Plan (EOP) Basic Plan and the Emergency Support Function (ESF)-17 Annex to the EOP (on the honor system - instructions on page 11)

Updates: Members will be asked to review and update their contact information up to four times a year. They will be able to view their SCVRC Application should they need to review their commitment options.

Training

SCVRC leadership will seek to procure trainers and classes to offer interesting and appropriate training opportunities for volunteers. Opportunities to participate in relevant emergency preparedness exercises may also be offered. Members will be notified when these are available. SCVRC training is intended to increase volunteers' capabilities to assist with animal/agriculture issues within existing emergency management infrastructure at local, state and tribal areas.

Some of the training topics will be targeted to medical SCVRC members (veterinarians and licensed veterinary technicians) while some will be applicable to all members including non-medical volunteers. It is expected that continuing education credits will be able to be offered in most cases and members will be advised when this is not the case.

For some volunteer assignments there will be specific training prerequisites. Activity Descriptions (page 11) describe what qualifications (such as training, experience, and/or licensure) are either required or recommended for various SCVRC activities. SCVRC volunteers will never be asked to participate in an activity for which they haven't received training.

The jurisdiction in charge of the event may also offer some just-in-time training to volunteers when they arrive at a response site.

The SCVRC will pursue grants and/or donations as needed to support resources needed for volunteer training efforts.

Deployment and Demobilization as an SCVRC Volunteer

SCVRC volunteer opportunities will occur within the SC state boundaries. (See Other Opportunities on page 9.) Those who express an interest on the SCVRC application to deploy out of state will be kept informed of those opportunities.

Anyone whose name is in the SCVRC database may be called to volunteer. Any member who is notified and requested to volunteer is free to answer "no" to the request with no consequence. (If asked several times with several "no" responses, we may suggest that member review the SCVRC Application to modify their commitment if needed.)

The SCVRC Application is not only a tool for member registration but will serve as a database to be used by the SCVRC leadership to select appropriate volunteers to consider for volunteer deployment. When SCVRC volunteer services are requested, one or all of the following methods may be used to contact prospective members for deployment: text, phone, email (as per application choices) or certain, predesignated social media sites.

SCVRC members respond to requests for volunteer activity only in accordance with instructions from a representative of SCVRC leadership. SCVRC members do not self-deploy and do not proceed to an affected area to respond without being requested. SCVRC volunteer status does not imply a blanket, open, request to deploy at any time; instead each deployment is event-specific. Self-deploying “spontaneous volunteers” have hampered response efforts in some recent emergency events.

Once at a response site, SCVRC volunteers will be asked to sign in and out at a site specified by the jurisdiction that is managing the event (usually county or state emergency management agency). SCVRC leadership will maintain a listing of which SCVRC volunteers are currently assigned and where they are.

When SCVRC volunteers sign out of a response site, either because resources are no longer needed or when the volunteer needs to end his or her volunteer service at the site they are asked to notify SCVRC leadership with a summary of volunteer hours served and activities performed. The jurisdiction managing the incident will also track volunteer hours and services which may be able to be used to assist with the possible payment and reimbursement to and from the Federal Emergency Management Agency (FEMA).

SCVRC volunteers will have opportunities to comment on their experiences.

SCVRC volunteers will receive acknowledgement and appreciation for their service.

Protections for SCVRC Members

The Medical Reserve Corps advises that MRC units put several layers of protection in place to protect individual volunteers as well as the housing organization.

Those include background checks and professional license checks where applicable during the volunteer screening process. In addition, it is essential that volunteers understand that insurance coverage is not provided for them by SCVRC of SCAV while deployed on a volunteer assignment or during training events. Volunteers are strongly advised to contact their insurance provider to ensure that their insurance coverage would cover them while volunteering for SCVRC. In addition, an *SCVRC Volunteer Code of Conduct*, developed by several states following experiences in actual disasters, helps explain expected volunteer conduct and, in turn, what conduct is not acceptable.

Another layer of protection is to provide volunteers with the training needed to perform specialized volunteer activities. Activity Descriptions (page 11) describe what qualifications are necessary, or recommended, for various SCVRC volunteer activities.

PLEASE READ THE FIVE (5) SECTIONS BELOW. Before becoming an SCVRC member, applicants need to acknowledge (in the *SCVRC Volunteer Statement of Understanding, Agreement, and Release of Liability*) that they have read, understood and agreed with the information in all four sections: **Criminal Background Checks; Insurance and Liability Concerns; SCVRC Volunteer Code of Conduct; SCVRC Volunteer Statement of Understanding, Agreement, and Release of Liability;** and **Reasons for Dismissal from SCVRC.**

1. Criminal Background Check

Criminal background checks are recommended for MRC volunteers and housing organizations. We will ask either the SC Law Enforcement Division (SLED) or another reputable agency to will run criminal background checks on applicants to the SCVRC. Applicants may need to provide their Social Security numbers as part of this process.

2. Insurance and Liability Concerns

The SCVRC will NOT provide medical insurance, disability insurance, or professional liability (malpractice) insurance to its volunteers. Volunteers should possess their own coverage.

Volunteers in SC do NOT receive workers compensation insurance - this includes SCVRC volunteers. It is recommended that volunteers review their own insurance coverage to determine if their personal policies would cover them if they must miss work due to an injury incurred while on a volunteer assignment.

SCVRC may, in its sole discretion, procure limited general liability insurance for volunteers attending specific training or volunteer events or a general liability policy for SCVRC volunteers. In any event, if SCVRC elects in its sole discretion to obtain such insurance, acts of gross negligence or willful misconduct will be excluded from this coverage. SCVRC makes no representations as to whether it will provide any such insurance coverages, and volunteers are advised to proceed on the assumption that no such coverage will be provided.

3. SCVRC Volunteer Code of Conduct

South Carolina Veterinary Reserve Corps (SCVRC) volunteers are considered emergency responders when activated. Incident Commanders in the response jurisdiction will have authority, based on their discretion, to deactivate any activated SCVRC volunteer for behavior contrary to the Code of Conduct. All volunteers representing the SCVRC will adhere to the following policies:

1. Volunteers representing SCVRC will enter into an event only when activated by SCVRC through state or local emergency management requests and will not be considered active until signed in at a designated staging area. Individuals engaged in response activities without formal activation are not deemed to be representing the SCVRC.
2. All veterinarians and veterinary technicians engaged in the practice of veterinary medicine while activated as volunteers for the SCVRC will comply with all provisions of the South Carolina Veterinary Practice Act under the SC Code of Laws (Title 40, Chapter 69).
3. Volunteers will project a professional manner and appearance while participating in SCVRC-related activities. The following will not be tolerated:
 - a. Consumption of alcoholic beverages while on duty or any display of public drunkenness.
 - b. Possession, use or selling of illegal drugs, or display of a drugged state.

- c. Violation of any laws.
 - d. Public outbursts or derogatory remarks about other individuals or groups.
 - e. Illegal use or display of a firearm.
4. Volunteers will observe all safety rules and regulations and be familiar with proper equipment use and operation. If faced with operations beyond their capabilities based on their experience, training or knowledge, volunteers should refuse to proceed, notify their supervisor, and seek appropriate alternative tasks.
 5. Volunteers will wear or carry event-specific identification while on event site.
 6. Volunteers are expected to accept assignments and/or orders from the supervisory authority having jurisdiction at the event site and confine their activities to stated mission, directives and procedures. They will remain in contact with their supervisor(s) whenever possible. If required to make discretionary decisions, volunteers will do so based on appropriate intent and reasonable judgment.
 7. Volunteers will not enter private properties for animal search and rescue or other duties without permission from either an owner or the supervising law enforcement agency. If animals are removed from properties without owner permission, notification must be left in a visible area of the property about the entry and the location of animals removed.
 8. Volunteers will transport animals only to facilities designated by the supervisory authority.
 9. Volunteers will interact with the media only through official SCVRC and incident command public information channels and will keep all information concerning disaster victims confidential.
 10. Photographs taken by SCVRC volunteers during disaster events should never compromise the privacy of human subjects and may not be used for public display unless permission is obtained by recognizable human subjects.
 11. Volunteers will not seek personal gains nor accept personal cash gratuities or donated goods. All donations will be directed to SCVRC for documentation and determination of appropriate distribution.
 12. Animals will not be adopted from events unless authorized by SCVRC.
 13. Volunteers will maintain and submit documentation of volunteer hours and personal expenditures (such as meals) during their service to SCVRC leadership.
 - 14.** Volunteers will comply with all laws concerning humane treatment of animals. Abuse of animals as documented by the supervisory authority is reason for deactivation from the response.

4. SCVRC Volunteer Statement of Understanding, Agreement, and Release of Liability

In the SCVRC Volunteers Application, applicants are required to accept the statements below and to affix their printed name, signature and date and provide a hard copy with original signature to SCAV.

I am certifying that I wish to volunteer with the South Carolina Veterinary Reserve Corps (“SCVRC”) and I further certify my understanding and agreement regarding all of the following statements with regard to SCVRC membership:

- I understand that the nature of the volunteer activities that I may perform in my capacity as a volunteer for SCVRC may place me in emergency situations, and may further involve physical activity, contact with unidentified and/or unfamiliar animals and persons, or other potential risk of bodily injury or damage to property. Knowing this, I HEREBY ASSUME FULL AND COMPLETE RESPONSIBILITY FOR ANY PERSONAL INJURY AND/OR PROPERTY DAMAGE THAT I SUSTAIN OR CAUSE DURING MY PARTICIPATION AS A VOLUNTEER.
- I understand that while I am engaged in training and deployments as a volunteer that I am not an employee, agent, or contractor for the SCVRC.
- I understand that as a volunteer I will not receive any monetary compensation from the SCVRC.
- I understand that to become an SCVRC volunteer I must possess my own personal medical insurance, disability insurance, professional liability (malpractice) insurance where applicable.
- I understand that the SCVRC will not provide any medical or disability insurance, professional liability insurance, or workers compensation insurance benefits to its members while they are either training or volunteering as SCVRC volunteers.
- I understand that the SCVRC *may* provide general liability insurance during some training and volunteer activities. In the events that this insurance is provided, acts of gross negligence or willful misconduct will be excluded from this coverage.
- I HEREBY RELEASE AND HOLD HARMLESS AND COVENANT NOT TO FILE SUIT AGAINST SCVRC, THE SOUTH CAROLINA ASSOCIATION OF VETERINARIANS (SCAV), OR ANY OF THEIR EMPLOYEES, VOLUNTEERS, MEMBERS OF THEIR BOARDS OF DIRECTORS, AND ANY AGENTS, REPRESENTATIVES AND ASSOCIATED AGENCIES (THE “RELEASED PARTES”) FROM ANY AND ALL LOSS, LIABILITY OR CLAIMS FOR ANY INJURY TO ME OR DAMAGE TO MY PROPERTY WHICH MAY RESULT FROM, OR IN THE COURSE OF, MY PARTICIPATION AS A VOLUNTEER.
- I authorize a criminal background check to be performed by the SC Law Enforcement Division (SLED) and I understand that SLED may request my Social Security Number for this purpose. I authorize other verification of application information and I understand that the SCVRC will use this information only as part of its verification of my volunteer application. I hold the SCVRC and supporting agencies harmless of any liability, criminal or civil, which may arise as a result of the release of this information about me. I also hold harmless any individual or organization that provides information about me to the SCVRC.
- I consent to the unrestricted use by SCVRC and/or persons authorized by SCVRC of any photographs, recordings, interviews, videotaped motion pictures or other similar visual recordings of me while volunteering with SCVRC.
- I understand that I may decline when contacted for SCVRC volunteer deployment opportunities.
- I understand that I may withdraw my application or discontinue my membership in the SCVRC at any time with written notification to the SCVRC Unit Leader.
- I have read and I agree to abide by the *SCVRC Volunteer Code of Conduct*.

5. Reasons for Dismissal from SCVRC

- SCVRC reserves the right to deny any individual SCVRC membership if the individual is found to misrepresent him/herself during or after the application process.
- Volunteer status will be terminated if a volunteer self-deploys under the SCVRC name.
- SCVRC may terminate the association with a volunteer for violations of the *SCVRC Volunteer Code of Conduct*.
- SCVRC can dismiss a volunteer for the following offenses: sexual offenses, robbery, arson, burglary or related offenses.
- An SCVRC volunteer may be terminated if he or she exceeds the limits of their knowledge, skill, or authority during an SCVRC volunteer assignment.
- SCVRC Leadership (Director, Coordinator, and Lead Volunteer) will have discretion in any decision to terminate a volunteer.

Additional Information

Volunteer Resignation

SCVRC volunteers may opt to discontinue membership in the SCVRC at any time with written notification to the SCVRC Unit Leader.

Incident Command System

The National Incident Management System (NIMS) establishes incident management protocols that all responders and authorities at Federal, state, tribal, and local levels use to coordinate and conduct response actions in an event of any size. It employs the Incident Command System (ICS) which provides common language and standardized procedures for such factors as organization, responder qualifications, and communications, which in turn improves readiness and reduces use of efforts to make better use of scarce resources in a disaster.

The adoption and use of NIMS by the state of South Carolina ensures that all individuals, agencies and organizations supporting emergencies will use these common operational standards during an event in SC.

Prior to deployment as a volunteer, SCVRC members are required* to take the following on-line Incident Command System (ICS) courses from this website: <http://training.fema.gov/IS/NIMS/asp>. *Note three exceptions below.

- IC-100.b (ICS 100) Introduction to Incident Command System
- IC-200.b (ICS 200) ICS for Single Resources and Initial Action Incidents
- IC-700.a (ICS 700) National Incident Management System (NIMS), An Introduction

After completing the on-line courses, submit copies of the Certificates of Achievement to the SCVRC Unit Leader at SCAV by mail, fax, or scan and email.

*Note: for those members who choose to offer *only* the following three volunteer activities that do not involve deployment, ICS courses will be optional:

- Offering emergency shelter or stable space in his or her facility
- Offering to treat animals brought in by first responders in his or her hospital
- Offering foster care during or after the event for owners unable to return to living arrangements allowing pets.

Higher level ICS courses may be required for those seeking leadership positions.

South Carolina Emergency Operations Plan

A volunteer responder in SC needs to have a basic understanding of the overall state emergency preparedness structure. For that reason, SCVRC volunteers are required to review the following plans on the SC Emergency Management Division (SCEMD) website (<http://www.scemd.org/>, then go to *Plan and Prepare, Plans*) before deployment to a volunteer event. Compliance with this requirement will be on the honor system.

- South Carolina Emergency Operations Plan (EOP) Basic Plan (66 pages)
- Annex 17: *Animals and Agriculture Emergency Response* (16 pages)

Other Volunteer Opportunities

There is no conflict for co-membership in any of the public-health oriented MRC units in SC as well as the SCVRC. As well, SCVRC volunteers may also choose to be members of their county's County Animal/Agriculture Response Team (CART). If not already part of a CART, contact the County Emergency Management Director (look at SCEMD website under *Who We Are, County Agencies*) to ask if there is a CART in that county.

Responders are sometimes asked via the Emergency Management Assistance Compact (EMAC), an agreement between all US states, to deploy across state lines. An EMAC agreement is a contract between states where the receiving state must pay the sending state for the resources. Currently, EMAC agreements in South Carolina do not include volunteers or private entities (only government entities), so if any SCVRC members are interested in deploying to another state to respond, it is recommended that they join NAHERC.

NAHERC, the National Animal Health Emergency Response Corps, was established by the United States Department of Agriculture Animal and Plant Inspection Service (USDA APHIS) in 2001. NAHERC invites veterinary personnel to join and to be considered for training and deployment to respond to disease outbreaks and other disasters which affect livestock, poultry, companion animals, and wildlife. For more information, send an email to naherc@aphis.usda.gov and place **NAHERC INFO** in the subject title block.

ACTIVITY DESCRIPTIONS / QUALIFICATIONS

Category Definitions:

- **Education:** Formal lessons in a program designed to prepare individuals to enter a field of work
- **Training:** Instruction or activities that improve an individual's understanding or skills
- **Physical / Medical Condition:** An individual's fitness level that helps ensure a safe activity environment
- **Professional and Technical Licenses and Certification:** Licensure is a legal requirement for individuals with certain jobs that require specialized skills. Certification is given upon completion of steps or requirements.
- **Prerequisites:** Other special training / experience that must be completed prior to doing the activity
- **Currency:** How up-to-date the individual's knowledge or skills are related to performing an activity

A. PREPAREDNESS ACTIVITIES (1 through 3)

A.1. Exercises and training - these will be of various types, some in a classroom setting and some in the field. Any baseline or recommended qualifications will be described to members prior to their participation.

A.2. Preparedness - Assist county or state emergency management with planning for animal issues: *Meet with county, regional, or state emergency management staff to advise and assist with issues such as fund-raising for animal supplies; choosing sites for emergency animal sheltering; sharing best practices and protocols for emergency animal sheltering. May involve SC travel.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans	ICS 800 ICS 300 and 400 if leadership position desired For pet shelter planning, completion of a class in emergency pet sheltering (FL SARC or AHA)
Experience	For animal shelter planning, some knowledge and experience in animal shelter management including general animal health and behavioral issues For fund raising, familiarity with rules for non-profit fund raising	Experience with animal issues in previous disaster
Physical / Medical Condition	Capable of performing under mild stress	
Professional and Technical Licenses and Certification	Not specified for general planning assistance	
Prerequisites	Not specified	
Currency	Not specified	

A.3. Preparedness - Assist SCAV with SCVRC issues such as recruitment, training, and/or by becoming an SCVRC regional leader: *Meet with SCVRC leadership as needed to discuss recruitment and training; offer training to SCVRC members on a subject of one's expertise; as an SCVRC regional leader, assist leadership with administrative duties for SCVRC members in that geographical area and report back to SCVRC leadership about regional issues. May involve SC travel.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	

Training	ICS 100 ICS 200 ICS 700 ICS 800 Familiarity with SC county and state emergency plans Familiarity with SCVRC Handbook and application	ICS 300 and 400 if leadership position desired
Experience	For SCVRC training, subject matter expertise	Experience with volunteer management Experience with fund-raising for nonprofits For SCVRC training, previous presentation experience
Physical / Medical Condition	Capable of performing under mild stress	
Professional and Technical Licenses and Certification	Not specified for general assistance – may require veterinary licensure for delivery of training	
Prerequisites	Not specified	
Currency	Not specified	

B. RESPONSE ACTIVITIES (1 through 10)

B.1. Response / Recovery – Provide emergency pet shelter space or large animal stable space: (Note: one of 3 SCVRC activities where ICS is optional)		
CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	Familiarity with SC county and state emergency plans	ICS 100 ICS 200 ICS 700
Experience	Ownership or management of pet boarding or stable site	
Physical / Medical Condition	Capable of performing under mild stress	
Professional and Technical Licenses and Certification	Not specified	
Prerequisites	Not specified	
Currency	Not specified	

B.2. Response – Treat displaced animals (separated from owners) brought into my hospital by 1st responders: (Note: 1 of 3 SCVRC activities where ICS optional)

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Veterinarians: Graduation from approved college of veterinary medicine LVTs: Graduation from approved veterinary technician program	
Training	Familiarity with SC county and state emergency plans	ICS 100 ICS 200 ICS 700
Experience	Veterinary medicine and surgery	
Physical / Medical Condition	Capable of performing under mild stress	
Professional and Technical Licenses and Certification	Veterinary licensure	
Prerequisites	Not specified	
Currency	Current license to practice veterinary medicine	

B.3. Response – Assist with damage assessment of veterinary infrastructure: Telephone / email communication with veterinarians and with SCVRC

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans	
Experience	Not specified	
Physical / Medical Condition	Capable of performing under mild stress	
Professional and Technical Licenses and Certification	Not specified	
Prerequisites	Not specified	
Currency	Not specified	

B.4. Response – Assist in county EOC to coordinate resources for animals and agriculture issues during the event: County may have separate requirements

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 ICS 800	Depends on county requirements

	Familiarity with SC county and state emergency plans	
Experience	Depends on county requirements	Experience with animal issues in previous disaster
Physical / Medical Condition	Capable of performing under mild stress	
Professional and Technical Licenses and Certification	Not specified	
Prerequisites	Depends on county requirements	
Currency	Not specified	

B.5. Response - Assist people with pets and service animal at a community reception center – aka “collection point” – where they are temporarily staged prior to (a) boarding an assigned vehicle to embark / evacuate or (b) following disembarking at the evacuation destination while being assigned to a pre-designated shelter: *May involve SC travel.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans	ICS 800 ICS 300 and 400 if leadership position desired
Experience	Familiarity with situations involving animal transport and with people and animals interacting in crowded and possibly hectic conditions	Experience with animal issues in previous disaster
Physical / Medical Condition	Capable of performing under moderate stress	
Professional and Technical Licenses and Certification	Not specified	
Prerequisites	Not specified	
Currency	Not specified	

B.6. Response - Assist with set up, management, or staffing at an emergency pet shelter site or emergency large animal stable site: *May involve SC travel to sites adjacent to areas affected by the disaster.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state	ICS 800 ICS 300 and 400 for shelter managers Completion of a class in 15

	emergency plans	emergency pet sheltering (FL SARC or AHA)
Experience	For set up and staffing: experience working with the animal species housed at the site (pets or horses) For management: Knowledge and experience in animal shelter management including general animal health and behavioral; supervisory experience	For set up and staffing: previous work in an animal shelter or stable Experience with animal issues in previous disaster
Physical / Medical Condition	Set up and staffing may require lifting heavy objects such as crates, pets, bags of food and litter Capable of performing under moderate stress	
Professional and Technical Licenses and Certification	Not specified	
Prerequisites	Not specified	
Currency	Not specified	

B.7. Response (veterinarians and technicians) – Be on call to visit emergency pet shelters to provide evaluation or care (may include vaccinations) for (a) owned small animals where owners are nearby in human shelter; or for (b) displaced small animals that are separated from owners; or for (c) horses or other large animals: *May involve SC travel to sites adjacent to areas affected by the disaster.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Veterinarians: Graduation from approved college of veterinary medicine LVTs: Graduation from approved veterinary technician program	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans Veterinary medicine	
Experience	Animal evaluation, diagnosis and treatment, following SC Veterinary Practice Act (SC Code of Laws - Title 40, Chapter 69) Experience working with the animal species housed at the site (pets or horses)	
Physical / Medical Condition	Capable of performing under mild to moderate stress	
Professional and Technical Licenses and	Licensure for veterinarians and SC licensed veterinary technicians	

Certification	
Prerequisites	Not specified
Currency	Current veterinary licensure

B.8. Response (veterinarians and technicians – Perform field veterinary medical triage and treatment for displaced animals separated from their owners: *May involve SC travel into rough terrain in areas devastated by the disaster.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Veterinarians: Graduation from approved college of veterinary medicine LVTs: Graduation from approved veterinary technician program	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans	ICS 800 ICS 300 and 400 if leadership position desired Veterinary triage courses
Experience	Animal evaluation, diagnosis and treatment, following SC Veterinary Practice Act (SC Code of Laws - Title 40, Chapter 69)	Experience with animal issues in previous disaster
Physical / Medical Condition	Capable of performing under moderate stress Capable of working in potentially adverse environmental conditions	
Professional and Technical Licenses and Certification	Veterinary licensure for veterinarians and licensed veterinary technicians	
Prerequisites	May be specified by local jurisdiction	
Currency	Current veterinary licensure	

B.9. Response – Assist Search and Rescue responders then they are performing SAR for people with pets and service animals: *Perform animal handling assistance. May involve SC travel into rough terrain in areas devastated by the disaster.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans	ICS 800 ICS 300 and 400 Search and rescue courses to be determined
Experience	Animal handling in situations with difficult terrain	Experience with animal issues in previous disaster ¹⁷

Physical / Medical Condition	Capable of performing under moderate stress Capable of working in potentially adverse environmental conditions
Professional and Technical Licenses and Certification	Not specified
Prerequisites	To be determined by SAR first responders
Currency	To be determined by SAR first responders

B.10. Response - Assist with capture and transport of animals-at-large to pre-designated sites (Animal Search and Rescue or ASAR): *May involve SC travel into rough terrain in areas devastated by the disaster.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans Animal search and rescue courses	ICS 800 ICS 300 and 400 Other search and rescue courses to be determined
Experience	Animal handling in situations with difficult terrain	Navigation in areas with difficult terrain Animal search and rescue
Physical / Medical Condition	Capable of performing under moderate stress Capable of working in potentially adverse environmental conditions	
Professional and Technical Licenses and Certification	Not specified	
Prerequisites	To be determined by ASAR trainers	
Currency	To be determined by ASAR trainers	

C. RECOVERY ACTIVITIES (1 – 4)

C.1.Recovery – Assist with animal / owner reuniting efforts: *Use of social media, telephone and email interaction*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
	ICS 100 ICS 200 ICS 700	ICS 800 ICS 300 and 400 if leadership position desired

Training	Familiarity with SC county and state emergency plans	
Experience	Use of social media for pet reunification sites	Experience with animal issues in previous disaster
Physical / Medical Condition	Capable of performing under mild stress	
Professional and Technical Licenses and Certification	Not specified	
Prerequisites	Not specified	
Currency	Not specified	

C.2. Recovery - Assist with distribution of donated pet food and other donated supplies:
May also occur during response. May involve SC travel.

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans	ICS 800 ICS 300 and 400 if leadership position desired
Experience	Not specified	Previous donations management Previous warehouse operations assistance
Physical / Medical Condition	Capable of performing under mild stress May require lifting heavy objects such as bags of pet food and litter	
Professional and Technical Licenses and Certification	Not specified for general assistance May need licensure for forklift operation	
Prerequisites	Not specified	
Currency	Not specified	

C.3. Recovery – Provide foster care for animals at your home for owners unable to return to housing accepting animals: *(Note: one of 3 SCVRC activities where ICS is optional)*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	Familiarity with SC county and state emergency plans	ICS 100 ICS 200 ICS 700
Experience	Animal care and husbandry	
Physical / Medical Condition	Capable of performing under mild stress	

Professional and Technical Licenses and Certification	Not specified
Prerequisites	Agreement with animal owner or group managing foster care for the event
Currency	Not specified

C.4.Recovery – Provide pet therapy to people affected by the disaster: *Taking a pet to visit with / provide comfort & interaction to people affected by the disaster. May require SC travel.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans	ICS 800 ICS 300 and 400 if leadership position desired
Experience	Not specified	Previous pet therapy experience
Physical / Medical Condition	Capable of performing under moderate stress	
Professional and Technical Licenses and Certification	Ideally, certification of one’s pet as a therapy pet	
Prerequisites	Owner or manager of a therapy pet	
Currency	Not specified	

D. SPECIAL RESPONSE ACTIVITIES (1 through 5)

D.1.Special Response - assist Clemson with animal disease response and recovery activities

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans Biosecurity training, including proper donning and doffing of PPE Foreign animal disease (FAD) awareness and response training	ICS 800 ICS 300 and 400 if leadership position desired Familiarity with FADPreP training materials Just-in-time biosecurity, safety, and FAD training EMRS2 training
Experience	Field: animal evaluation, animal handling Office: to be specified by CULPH	To be specified by CULPH

Physical / Medical Condition	Capable of performing under moderate stress Fieldwork: capable of working long hours in potentially adverse environmental conditions
Professional and Technical Licenses and Certification	Not specified for general Veterinary licensure for veterinarians and licensed veterinary technicians
Prerequisites	Will be determined by CULPH
Currency	Biosecurity and FAD training within last 2 years

D.2.Special Response (veterinarians and technicians) - Assist with animal health evaluations or provide animals care to animals outside of a chemical spill area: *May involve SC travel.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	If evaluating and treating animals Veterinarians: Graduation from approved college of veterinary medicine and LVTs: Graduation from approved veterinary technician program	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans Hazardous materials (HAZMAT) awareness training Proper donning and doffing of PPE	ICS 800 ICS 300 and 400 if leadership position desired Hazardous materials training as determined by HAZMAT experts
Experience	Animal handling in hectic situations For diagnosis and treatment, follow SC Veterinary Practice Act (SC Code of Laws - Title 40, Chapter 69)	Previous HAZMAT incident experience
Physical / Medical Condition	Capable of performing under moderate stress Capable of working in potentially adverse environmental conditions	
Professional and Technical Licenses and Certification	Veterinary licensure for animal diagnosis and treatment	
Prerequisites	To be determined by HAZMAT experts	
Currency	Current veterinary licensure where indicated	

D.3.Special Response – Assist with decontamination of pets: *May involve SC travel.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	

Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans Animal decontamination training Proper donning and doffing of PPE	ICS 800 ICS 300 and 400 if leadership position desired Hazardous materials courses determined by HAZMAT experts
Experience	Animal handling in crowded, hectic situations	Experience with animal issues in previous disaster
Physical / Medical Condition	Capable of performing under moderate stress Will require wearing PPE, animal handling, and standing for long periods	
Professional and Technical Licenses and Certification	Not specified	
Prerequisites	May be determined by HAZMAT experts	
Currency	Not specified	

D.4. Special Response - Radioactivity monitoring of pets at an evacuation center: *May* involve SC travel.

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	Not specified	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans Radiation monitoring of animals	ICS 800 ICS 300 and 400 if leadership position desired Radiation courses determined by radiation experts
Experience	Not specified	Experience with animal issues in previous disaster
Physical / Medical Condition	Capable of performing under moderate stress Other qualifications may be specified by radiation experts	
Professional and Technical Licenses and Certification	Not specified	
Prerequisites	May be determined by radiation experts	
Currency	May be determined by radiation experts	

D.5. Special Response - Animal health evaluations or care to a pet that had exposure to an owner with a human-to-human communicable disease that is possibly also transmissible from people to animals and animals to people (zoonotic): *Example: quarantine of pet for specified period until determined to be uninfected. May involve SC travel.*

CATEGORY	QUALIFICATIONS	
	Baseline (Required)	Additional (Recommended)
Education	For animal diagnosis and treatment Veterinarians: Graduation from approved college of veterinary medicine	
Training	ICS 100 ICS 200 ICS 700 Familiarity with SC county and state emergency plans Proper donning and doffing of PPE	ICS 800 ICS 300 and 400 if leadership position desired Biosecurity to prevent disease spread
Experience	Understanding of disease transmission processes For animal diagnosis and treatment, follow SC Veterinary Practice Act (SC Code of Laws - Title 40, Chapter 69)	Previous experience handling animals while wearing PPE
Physical / Medical Condition	Capable of performing under moderate stress Will require frequent donning & doffing of PPE and frequent decontamination	
Professional and Technical Licenses and Certification	Not specified for general Veterinary licensure for veterinarians and licensed veterinary technicians	
Prerequisites	To be determined	
Currency	Current veterinary licensure where applicable	

Common Acronyms for Animal/Agriculture Issues in Disasters

3D – Depopulation, Disposal, Decontamination

AVMA – American Veterinary Medical Assoc.

C & D – Clean and disinfect

CART – County Animal Response Team

DHEC – Dept. Health and Environmental Control

DHS – Department of Homeland Security

DSS – Department of Social Services

EMAC – Emergency Management Assistance Compact

EOC – Emergency Operations Center

EMD – Emergency Management Division

ESF – Emergency Support Function

FAD – Foreign Animal Disease

FADD – Foreign Animal Disease Diagnostician

FAED – Foreign or Emerging Animal Disease

FEMA – Federal Emergency Mgt. Division

IC – Incident Command

ICP – Incident Command Post

ICS – Incident Command System

IMT – Incident Management Team

JFO – Joint Field Office

JIC – Joint Information Center

LART – Large Animal Rescue Team

MRC – Medical Reserve Corps

MSP – Multi-States Partnership for Security in Agriculture

NAHLN – National Animal Health Laboratory Network

NAHERC – National Animal Health Emergency Response Corps

NARSC – National Animal Rescue and Sheltering Coalition

NASAAEP – National Alliance of State Animal and Agriculture Emergency Programs

NIMS – National Incident Management System

NVRT – National Veterinary Response Team

NVS – National Veterinary Stockpile

NVSL – National Veterinary Services Laboratory

PIO – Public Information Officer

SAADRA – Southern Animal and Agriculture Disaster Response Alliance

SAHO – State Animal Health Official

SCACCA – SC Animal Care & Control Association

SCAV – SC Association of Veterinarians

SCDA – SC Department of Agriculture

SCEMD – SC Emergency Management Division

SCVRC – SC Veterinary Reserve Corps

SEOC – State Emergency Operations Center

SERT – State Emergency Response Team

SLED – SC Law Enforcement Division

USDA – US Department of Agriculture

USDHHS – US Dept. Health and Human Services

VMAT – Veterinary Medical Assistance Team