

TITLE O P E R A T I O N S M A N U A L	STANDARD INSTRUCTION 10		DEPARTMENT F I R E-R E S C U E
SUBJECT CHAPLAIN PROGRAM: QUALIFICATIONS, TRAINING AND COMMITMENTS	SECTION 03	PAGE 1 of 2	EFFECTIVE DATE 05/15/2013

I. PURPOSE

To ensure that any Chaplain associated with the San Diego Fire-Rescue Department meets appropriate qualifications and is willing to make the desired commitment, the following standards will be assessed. These qualifications, training standards and commitment levels are guidelines and are subject to change at the discretion of the Fire Chief.

II. SCOPE

This policy shall apply to all SDFD Personnel.

III. AUTHORITY

The Fire Chief authorizes the information within this policy.

IV. POLICY

A. Certification

1. Licensure or ordination of an officially authorized faith community
2. Certification by ACPE, APC, NACC, ICPC, FCC or other recognized chaplaincy authorizing institution.
3. Member of the International Critical Incident Stress Foundation and the Federation of Fire Department Chaplains

B. Education/Training

1. Bachelor's Degree from an accredited school or seminary with a Master's Degree being highly desirable.
2. Professional training in the following is required:
 - a. Basic Crisis Intervention course
 - b. Appropriate Critical Incident Stress Management courses
 - c. Appropriate Chaplaincy Training courses

C. Experience

1. Experience in crisis intervention services and CISM applications
2. Knowledge and experience of Post Traumatic Stress Disorder (PTSD)
3. Experience and understanding of the dynamics of grief and bereavement
4. Experience in ride-alongs with San Diego Fire-Rescue Department and/or the current contracted paramedic provider for the City of San Diego

D. Background Examination

1. Successful completion of the City of San Diego background examination

E. Commitment

1. Able to make a minimum commitment of five years

TITLE OPERATIONS MANUAL	STANDARD INSTRUCTION 10		DEPARTMENT FIRE-RESCUE
SUBJECT CHAPLAIN PROGRAM: QUALIFICATIONS, TRAINING AND COMMITMENTS	SECTION 03	PAGE 2 of 2	EFFECTIVE DATE 05/15/2013

2. Maintain regular accountable communication with the SDFD Chaplain liaison
3. Willing to work in coordination with SDFD leadership requests
4. Participate in monthly ride-alongs at various SDFD stations
5. Provide physical, emotional and spiritual care to members of SDFD and their families.
6. Maintain “around-the-clock” availability and accessibility as much as possible within other career demands.
7. Willing to respond to incidents as requested through SDFD established pager system.
8. Assist department needs for pre-incident and Fire Academy CISM instruction as requested.
9. Willing to serve individual and department personnel needs as requested for crisis intervention, ceremonies, and various other related functions.
10. Respond in a supportive manner to large-scale incidents (e.g. second/third alarm fires, etc.) as available.
11. Chaplains are to maintain a consistent professional image at all times on or off duty.
12. Dress appropriate to the requirements of the department protocol. Chaplains should wear:
 - a. Class B uniform at drills and ride-a-longs
 - b. Class A uniform should be worn at formal events/ceremonies
 - c. Civilian clothes under a brush jacket or turn-out gear is appropriate for emergency incidents

F. For SDFD employees the chaplain service may include:

- a. Invocations, benedictions, special presentations, etc. for official ceremonies
- b. Visiting sick or injured employees
- c. Providing care during bereavement situations
- d. Providing pre-incident instruction in relation to stress management intervention strategies
- e. Providing coping assistance for personnel following stressful career experiences
- f. Offering services to families within the department such as weddings, funerals, religious events and ceremonies.
- g. Helping with peer support functions
- h. Providing personal, marital and family chaplaincy counseling assistance
- i. Providing chaplaincy support to victims of a work-related crisis