

University of Illinois Fire Service Institute

Course Syllabus

Course Title: ICS 400 Advanced Incident Command System for Complex Incidents - Online

Course Duration: 16 hours

Program: Homeland Security

Course Prerequisites: IS-100 and IS-200

Required for FEMA (EMI) Certification: IS-700, IS-800 and ICS-300

Course Description: Building on the prerequisite courses, this course focuses on ICS for Command and General Staff in complex incidents. This advanced ICS 400 course focuses on senior personnel who are expected to perform in a management capacity in Area Command or Multiagency Coordination System, or as part of an Incident Management Team.

The target audience for this course includes experienced senior emergency management personnel who may perform in a management capacity for major or complex incidents. This group includes individuals who may serve as the Incident Commander, as a member of a Unified Command, or as members of the Command or General Staff, or Multiagency Coordination Group/Emergency Operations Center (EOC) management for incidents that may use an Area Command.

Course Requirements and/or Recommendations:

Pre-Course Work –

- None

Course Work –

- Participate in class discussion, activities and in group activities and exercises
- Complete unit quizzes
- Achieve 75% or higher on the final test

Post-Course Work –

- None

Required Textbook:

E/L/G 0400 Advanced Incident Command System for Complex Incidents, ICS 400, April 2019, Version 1.0

This will be provided to the student on Day 1 of the class (digital version).

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Course Policies:

Attendance Policy: IFSI requires students to attend (100%) or make up all course content that leads to certification. Students are expected to attend on time and to remain in class for the duration of the course. Students **MUST COMPLETE** all portions of a certification course, both classroom and practical, to be eligible to receive their certification.

If a student misses any portion of class with an accumulated absence of 20% or less of scheduled class time, it will be the student's responsibility to arrange the make-up of the missed course content with the instructor(s) or program manager. The student must make up the specific course content that s/he missed, not just the hours. Make-ups are limited to 20% of scheduled class time. Make-ups must be documented on the class roster. If a student's absence is greater than 20% refer to "True Emergencies" section of the IFSI Examination Policy.

Safety Policy: Students shall understand and follow all instructions pertaining to operational safety, as stated by instructors or as written in course materials. Instructors and students shall be mindful of safety at all times. Conduct judged to be unsafe shall be grounds for dismissal from the course.

Academic Integrity Policy: IFSI has the responsibility for maintaining academic integrity so as to protect the quality of the education provided through its courses, and to protect those who depend upon our integrity. It is the responsibility of the student to refrain from infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aids others in such infractions. Any violation of the code of conduct is grounds for immediate dismissal from the course.

Grading Policy: Decisions regarding certificates of course completion shall be made solely by the lead instructor of the course. All grading of exams shall be conducted by the Curriculum/Testing Office. All grading of practical exercises shall be based upon the standards set by the regulatory agency referenced in the course material and IFSI.

Retesting: If a student fails to pass an exam, retesting takes place on set dates at regional sites across the state. More information is provided in the course completion e-mail and on the IFSI website.

American Disabilities Act: As guaranteed in the Vocational Rehabilitation Act and in the American Disabilities Act, if any student needs special accommodations, they are to notify their instructor and provide documentation as soon as possible so arrangements can be made to provide for the student's needs. If arrangements cannot be made at the class site, the student will test at an alternative time and place where the special accommodations can be made.

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Evaluation Strategy: Students will be evaluated with an end of course closed-book test.

Course Content:

Module: 1

Title: Course Introduction

Terminal Learning Objective: Upon completion of this unit, students will be able to identify the course scope, objectives, and classroom logistics.

Module: 2

Title: Fundamentals Review for Command and General Staff

Terminal Learning Objective: Upon completion of this unit and given a scenario and review materials, students will be able to apply key NIMS doctrine concepts (NIMS Management Characteristics, Unified Command, Incident Command System structure and functional area responsibilities, IAP Preparation and the Operational Period Planning Cycle, and incident complexity) to the management of a complex incident or event.

Module: 3

Title: Complex Incident Management

Terminal Learning Objective: Upon completion of this unit, students will be able to apply the appropriate structural option to manage a complex incident.

Module: 4

Title: Area Command

Terminal Learning Objective: Upon completion of this unit and given a scenario, students will be able to develop an Area Command organization.

Module: 5

Title: Interconnectivity of NIMS Command and Coordination Structures

Terminal Learning Objective: Upon completion of this unit, students will be able to identify the complex incident management issues that can result from a lack of multiagency coordination.

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Reference List:

National Incident Management System, Incident Command System

Emergency Responder Field Operations Guide, October 2010

National Incident Management System, October 2017, Federal Emergency Management Agency. Retrieved from: <https://www.fema.gov>

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Course Schedule

WEEK ONE

Unit 1	Course Introduction	45 Minutes
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WEEK TWO

Unit 2	Fundamentals Review for Command & General Staff	4 Hours 15 Minutes
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Unit 3	Complex Incident Management	4 Hours 15 Minutes
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WEEK THREE

Unit 4	Area Command	2 Hours 45 Minutes
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Unit 5	Interconnectivity of NIMS Command & Coordination Structures	2 Hours 45 Minutes
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Unit 6	Course Summary, Test	1 Hour 45 Minutes
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