

**Law, Public Safety, Corrections and Security Career Cluster
Fire and Emergency Management Services; CERT & Homeland Security
Course Number 43.04100**

Course Description: This middle school course will cover Fire and Emergency Services; CERT and Homeland Security content within the Law, Public Safety, Corrections and Security career pathways. This course provides students with career-focused educational opportunities in various LPSCS fields. It examines the basic concepts of firefighting, emergency management services, disaster preparedness, CERT and security and protective services. Career planning and employability skills will be emphasized.

Course Standard 1

MS-LPSCS-FEMSCHS-1 Demonstrate employability skills required by business and industry.

1.1 Communicate effectively through writing, speaking, listening, reading, and interpersonal abilities.

Person-to-Person Etiquette	Telephone and Email Etiquette	Communicating at Work	Listening
Interacting with Your Boss	Telephone Conversations	Improving Communication Skills	Reasons, Benefits, and Barriers
Interacting with Subordinates	Barriers to Phone conversations	Effective Oral Communication	Listening Strategies
Interacting with Co-workers	Making and Returning Calls	Effective Written Communication	Ways We Filter What We Hear
		Effective Nonverbal Skills	Developing a Listening Attitude
		Effective Word Use	Show You Are Listening
		Giving and Receiving Feedback	Asking Questions
			Obtaining Feedback
			Getting Others to Listen

Nonverbal Communication	Written Communication	Speaking	Applications and Effective Résumés
Communicating Nonverbally	Writing Documents	Using Language Carefully	Completing a Job Application
Reading Body Language and mixed Messages		One-on-One Conversations	Writing a Cover Letter
Matching Verbal and Nonverbal communication		Small Group Communication	Things to Include in a Résumé
Improving Nonverbal Indicators		Large Group Communication	Terms to Use in a Résumé
Nonverbal Feedback		Making Speeches	Organizing Your Résumé
Showing Confidence Nonverbally		Answering Questions	Writing an Electronic Résumé
Showing Assertiveness		Visual and Media Aids	
		Errors in Presentation	

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1.2 Demonstrate creativity by asking challenging questions and applying innovative procedures and methods.

Teamwork and Problem Solving	Meeting Etiquette
Thinking Creatively	Preparation and Participation in Meetings
Taking Risks	Conducting Two-Person or Large Group Meetings
Building Team Communication	Inviting and Introducing Speakers
	Preparing Visual Aids

1.3 Exhibit critical thinking and problem-solving skills to locate, analyze and apply information in career planning and employment situations.

a. Investigate educational requirements, job responsibilities, employment trends, and opportunities within the national career clusters using credible sources.

Problem Solving	Customer Service	The Application Process	Interviewing Skills	Finding the Right Job
Transferable Job Skills	Gaining Trust and Interacting with Customers	Providing Information, Accuracy and Double Checking	Preparing for an Interview	Locating Jobs and Networking
Becoming a Problem Solver	Learning and Giving Customers What They Want	Online Application Process	Questions to Ask in an Interview	Job Shopping Online
Identifying a Problem	Keeping Customers Coming Back	Following Up After Submitting an Application	Things to Include in a Career Portfolio	Job Search Websites
Becoming a Critical Thinker	Seeing the Customer's Point	Effective Résumés:	Traits Employers are Seeking	Staying Motivated to Search
	Selling Yourself and the Company	Matching Your Talents to a Job	Considerations Before Taking a Job	
		When a Résumé Should be Used		

1.4 Model work-readiness traits required for success in the workplace including integrity, honesty, accountability, punctuality, time management, and respect for diversity.

Workplace Ethics	Personal Characteristics	Employer Expectations	Business Etiquette	Communicating at Work
Demonstrating Good Work Ethic	Demonstrating a Good Attitude	Behaviors Employers Expect	Language and Behavior	Handling Anger
Behaving Appropriately	Gaining and Showing Respect	Objectionable Behaviors	Keeping Information Confidential	Dealing with Difficult Coworkers
Maintaining Honesty	Demonstrating Responsibility	Establishing Credibility	Avoiding Gossip	Dealing with a Difficult Boss
Playing Fair	Showing Dependability	Demonstrating Your Skills	Appropriate Work Email	Dealing with Difficult Customers
Using Ethical Language	Being Courteous	Building Work Relationships	Cell Phone Etiquette	Dealing with Conflict
Showing Responsibility	Gaining Coworkers' Trust		Appropriate Work Texting	
Reducing Harassment	Persevering		Understanding Copyright	
Respecting Diversity	Handling Criticism		Social Networking	
Making Truthfulness a Habit	Showing Professionalism			

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1.5 Apply the appropriate skill sets to be productive in a changing, technological, diverse workplace to be able to work independently and apply team work skills.

Expected Work Traits	Teamwork	Time Management
Demonstrating Responsibility	Teamwork Skills	Managing Time
Dealing with Information Overload	Reasons Companies Use Teams	Putting First Things First
Transferable Job Skills	Decisions Teams Make	Juggling Many Priorities
Managing Change	Team Responsibilities	Overcoming Procrastination
Adopting a New Technology	Problems That Affect Teams	Organizing Workspace and Tasks
Use Technology Ethically & Efficiently	Expressing Yourself on a Team	Staying Organized
Interact Appropriately in a Digital World	Giving and Receiving Constructive Criticism	Finding More Time
		Managing Projects
		Prioritizing Personal and Work Life

1.6 Present a professional image through appearance, behavior and language.

On-the-Job Etiquette	Person-to-Person Etiquette	Communication Etiquette	Presenting Yourself
Using Professional Manners	Meeting Business Acquaintances	Creating a Good Impression	Looking Professional
Introducing People	Meeting People for the First Time	Keeping Phone Calls Professional	Dressing for Success
Appropriate Dress	Showing Politeness	Proper Use of Work Email	Showing a Professional Attitude
Behavior at Conventions		Proper Use of Cell Phone	Using Good Posture
Working in a Cubicle		Proper Use in Texting	Presenting Yourself to Associates
			Accepting Criticism
			Demonstrating Leadership

Course Standard 2

MS-LPSCS-FEMSCHS-2 Explore and evaluate careers in Fire and Emergency Management Services and the roles of the various agencies.

- 2.1 Describe and summarize an understanding of employability skills, including technical skills, needed in public safety professions.
- 2.2 Identify career options in Fire and Emergency Management Services.
- 2.3 Explain the qualifications and training for a variety of careers in emergency medical and fire services.
- 2.4 Determine behavioral preferences and apply an appreciation of diversity to interpersonal situations.
- 2.5 Identify ways they can prepare for their career.
- 2.6 Evaluate educational requirements for careers of student interest to create a secondary and post-secondary education plan.
- 2.7 Students will express an understanding of the code of ethics and character development in the public safety professions.
- 2.8 Define confidentiality and how it applies to the various public safety careers.
- 2.9 Students will identify the various background checks that affect employment in the public safety professions.

Course Standard 3

MS-LPSCS-FEMSCHS-3 Explain the qualifications and training for a variety of careers in emergency medical and fire services.

- 3.1 Organize the role of various Emergency Management Services in Public Safety and illustrate an understanding of the duties of each agency in a disaster scenario.
- 3.2 Identify major roles and duties that Fire and Emergency Management Services play.
- 3.3 Define jurisdiction and how it applies to emergency services.
- 3.4 Identify the various agencies that comprise the Georgia Public Safety System in Emergency and Fire Management Services.
- 3.5 Describe the various types of fire trucks.
- 3.6 Identify the uses and needs of equipment on a fire truck.
- 3.7 Classify the basic types of fire extinguishers and purposes.
- 3.8 Explain the proper technique for using a fire extinguisher.
- 3.9 Demonstrate the ability to extinguish a fire.
- 3.10 Categorize the uses and purpose of equipment found in an ambulance.

Course Standard 4

MS-LPSCS-FEMSCHS-4 Demonstrate the ability to perform head to toe assessments and perform basic life-saving skills.

- 4.1 Define the basic terminology associated with First Aid /CPR.
- 4.2 Summarize the process needed to perform head-to-toe patient assessments.
- 4.3 Identify the three killers (airway obstruction, bleeding, and shock).
- 4.4 Demonstrate steps of basic life support (BLS) and First Aid.
- 4.5 Demonstrate cardiopulmonary resuscitation on an infant, a child, and an adult (simulate using manikins).
- 4.6 Demonstrate the application, operation, and maintenance of an automated external defibrillator trainer.
- 4.7 Demonstrate the proper application and operation of an Epi-Pen.
- 4.8 Explain and show the proper use and application of pressure bandages, splinting and tourniquets.
- 4.9 Demonstrate the skills needed to become certified in Stop the Bleed.
- 4.10 Recognize and assess the signs of a drug overdose and the use of Narcan.

Course Standard 5

MS-LPSCS-FEMSCHS-5 Understand the importance of Personal Disaster Planning and will understand what to do in the event of an emergency.

- 5.1 Demonstrate preparing the home, school, and community in advance to minimize disaster repercussions.
- 5.2 Identify potentially hazardous conditions in different types of structures and their contents during a disaster.
- 5.3 Create and explain the parts and steps needed in a home evacuation fire plan.
- 5.4 Evaluate school evacuation routes and predict how obstacles in each path would change evacuation procedures.
- 5.5 Assemble and identify the parts needed in a disaster supply kit.
- 5.6 Identify and develop the necessary components for a personal family disaster plan.

- 5.7 Draw a diagram with evacuation routes for an individual's home.
- 5.8 Collect and explain the common hazards most likely found in an individual's home.
- 5.9 Identify the role individuals play in fire safety.
- 5.10 Identify potential fire risks in the home and school.
- 5.11 Identify locations of hazardous materials in the home.
- 5.12 Demonstrate the use of safe techniques for debris removal and victim extrication using fulcrums, leverage and cribbing to safely remove the "victim."
- 5.13 Describe the most common techniques for searching a structure.

Course Standard 6

MS-LPSCS-FEMSCHS-6 Describe the roles of the Federal Emergency Management Agency and Georgia Emergency Management Agency in both natural and man-made disasters.

- 6.1 Identify and differentiate between natural and man-made disasters.
- 6.2 Explain the role of FEMA in responding to man-made disasters including terrorism.
- 6.3 Explain the role of GEMA in responding to man-made disasters including terrorism.
- 6.4 Describe the role of FEMA in responding to natural disasters.
- 6.5 Describe the role of GEMA in responding to natural disasters.
- 6.6 Explain the importance of Homeland Security for terrorism.
- 6.7 Describe the role of CERT in an emergency situation.

Course Standard 7

MS-LPSCS-FEMSCHS-7 Explore how related student organizations are integral parts of career and technology education courses through leadership development, school and community service projects, entrepreneurship development, and competitive events

- 7.1 Demonstrate a basic understanding and purpose of SkillsUSA student organization.
- 7.2 Diagram the relationship between members and the leadership.
- 7.3 Identify the leadership positions.
- 7.4 Evaluate behaviors to determine appropriate decorum for meetings.
- 7.5 Investigate middle school and secondary SkillsUSA participation in chapter meetings.
- 7.6 Describe competitions at the middle school level and the secondary level.
- 7.7 Discuss the mission, purpose, motto, pledge, creed and other distinguishing characteristics of SkillsUSA.