

CLALLAM COUNTY CRITICAL INCIDENT STRESS MANAGEMENT TEAM
SCOPE OF WORK
February 14, 2020

The Clallam County Critical Incident Stress Management Team (CCCISM) provides certified peer support to emergency responders in order to build and maintain resilience, and assist in management of critical incident stress that is a normal component of the job. Our goal is to contribute to building a highly functioning and healthy community of emergency responders, by providing them with tools and strategies to support effective stress management and to increase retention of trained responders in emergency service agencies.

The CCCISM Team was formed in 2001 and is available to emergency response agencies throughout the county, at all levels: local, county, state, tribal, federal. Services can be accessed 24 hours a day, 7 days a week through either direct referral to a team member or calling PenComm, (360) 417-2459. All team members are volunteers and are not financially compensated for the work they do. All CCCISM Team members who provide direct service have been trained in the International Critical Incident Stress Management model. Each team member has completed at least the Group Crisis Intervention course, with many members independently seeking additional training to strengthen the skills of the entire team.

Services offered by the team include:

- Pre-incident education regarding the value of effective critical incident stress management.
- Immediate response following critical incidents, which may include one-on-one meetings with responders or a group defusing held with responders prior to leaving an incident, in order to provide an opportunity to discuss initial impacts of the event and strategies for stress management.
- Group debriefings, offered one to several days following an incident, to allow an opportunity for all responders to talk about their experience, some of the impacts and ways to mitigate the effects, in order to increase resilience and effective functioning on the job.
- Individual meetings with responders, as needed.
- Referral for professional help, as requested.

As a non-fee-for-service entity, the CCCISM requests annual voluntary contributions from county emergency response agencies. These contributions would provide funding so that team members could obtain additional training by the International Critical Incident Stress Foundation (ICISF) trainers, in order to keep the Team's skill levels up to date. Funding would also be utilized for purchase of supplies for debriefings and travel reimbursement for team members, who may respond well outside their own community.

Washington State Unified Business Identifier (UBI): 604 197 275

Clallam County Critical Incident Stress Management Team
Attn: Emergency Services
P.O. Box 3162
Port Angeles, WA 98362

February 14, 2020
Attn: Chief Sheri Crain
Sequim Police Department
152 W Cedar Street
Sequim, WA 98382

Dear Chief Crain,

Enclosed please find an invoice for 2020 services of the Clallam County Critical Incident Stress Management Team. A suggested amount is indicated on the invoice. However, you may change the amount according to the flexibility of your budget.

Also enclosed is a "Scope of Work" letter.

Our team depends on your support. We are always ready to support the members of your agency at no direct charge to you.

Your support is very much appreciated!

Sincerely,



Amanda Slowey
Treasurer



INVOICE

Clallam County Critical Incident Stress Management Team

Attn: Emergency Services

P.O. Box 3162

Port Angeles, WA 98362

clallamcism@gmail.com

INVOICE NO.

DATE

February 14, 2020

CUSTOMER ID

SqmPD

TO: Attn: Chief Sheri Crain
Sequim Police Department
152 W Cedar Street
Sequim, WA 98382

Agency Representative	JOB	PAYMENT TERMS	DUE DATE
Amanda Slowey, Treasurer	CISM Team Services	Due upon receipt	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	2020 CISM Team response and support services provided, including debriefing, defusing and follow up contact with personnel	250.00	250.00

Date: 05/11/20
 Description: 2020 CISM Response
 Amount: 001-029-521-10-49.00
 Approval: [Signature]

Clallam County CISM Team is a registered charitable organization,
 incorporated in the State of Washington: UBI #604 197 275
 We are a 501(c)(3) non-profit, EIN 91-2131465

SUBTOTAL \$	250.00
SALES TAX	N/A
TOTAL \$	250.00

Make all checks payable to *Clallam County CISM Team*
THANK YOU FOR YOUR SUPPORT!