

Incident Response Protocol

Reconnaissance

- What happened?
- What has been done so far (notification, delivery of service)?
- Who is on scene right now providing service?
- Description of victims
- Description of eye witnesses
- Cause of death and verification of death
- Funeral and other ritual planning
- Religious and Cultural Considerations

Incident Survivors

- Circle of risk
- Natural groupings
- Developmental perspective
- Ethnocultural perspective
- Special needs of population

Management Consultation

- Who is your main contact within the impacted organization?
- Status of the organizations response protocols
- I.D. of organization's crisis management team
- Lines of communication and decision making
- Identify circle of risk (relationship to decedent and proximity to the event)

Site Management

- Identify Principal Information Officer
- Establish communication center
- Establish meeting place for critical incident intervention team
- Establish meeting place for impacted staff
- Establish meeting place for impacted youth
- Establish meeting place for parents
- Scheduling of meetings and interventions