Campus Emergency Preparedness Certificate

All IU Employees (including graduate students, instructors, student staff, and part-time employees) are invited to pursue the new certificate of training in Campus Emergency Preparedness starting in July of 2015.

What is the Campus Emergency Preparedness Certificate (CEPC)?
CEPC is a series of classes, trainings, and experiences relating to various aspects of campus emergency preparedness. It is beneficial to the university to build a prepared and disaster resilient body of employees from a variety of departments and areas of campus. It will also add valuable life skills and professional development opportunities for employees.

What topics are covered in the CEPC?
There are very few mandatory classes in the program. The majority of the courses and experiences are elective and based on your interests in emergency management. Potential topics include 1st Aid/CPR, severe weather spotting, campus emergency volunteer unit training, Federal Emergency Management Agency online courses, participating in campus drills and/or training exercises, helping develop unit emergency plans, and much more.

How do I get started with my CEPC?
Go to: https://iu.box.com/CEPRegistration and download the form. Fill it out and submit it. Then check out the IUHR Organizational Development courses (by campus) at: http://www.indiana.edu/~uhrs/training/index.html for any that mention they count towards CEPC. Once your form is processed, you will be sent your own CEPC progress tracking sheet and added to the list for announcements about other training opportunities.

How long do I have to finish my CEPC?
You have two years to complete a total of 100 hours of training. That may sound like a lot of training, but keep in mind it is less than an hour per week!

What if I have questions about CEPC?
CEPC is a program jointly supported by IU Emergency Management & Continuity and IU Human Resources Organizational Development. Please contact UEMCTRNG@iu.edu if you have any questions.
So what counts towards my hours:
This isn’t a complete list. In fact, we think there may be other things you are doing that we have not even though of yet. (This is a new program after all!) But here are some things to get you started and if you ever want to check in about other possibilities, just ask!

Over the course of two years, an individual would have to complete three steps:

1) Earn 100 hours of emergency preparedness training and experience
2) Make an individual (office) emergency preparedness kit
3) Teach a session to their colleagues on individual office/work location preparedness

The 100 hours could be earned via:

Two mandatory classes that all CEPC candidates have to take:
Office Emergency Preparedness
Building Incident Management Training (may be called something different in your department/campus)

Other classes offered through Organizational Development such as:
Severe Weather Spotter
Home Emergency Preparedness
Run Hide Fight: What to do in an Active Shooter

Attend training for a campus emergency volunteer group
Medical Reserve Corps
Campus Emergency Assistance Center
Red Cross Shelter Team
Search & Rescue Team
Campus CERT Team

First Aid/CPR training
Psychological First Aid

Free online training from FEMA such as
IS-100.he — http://training.fema.gov/is/courseoverview.aspx?code=IS-100.He

Participate or assist with campus exercises or drills
Building fire drills (more than just your own building)
Campus emergency exercise (tornado, active shooter, etc.)

HAM Radio Operator training or other emergency radio communications training

Assist IUEMC with development of:
A part of the campus emergency plans
An emergency preparedness or response related course
An exercise for your office/unit or another office/unit
A resource guide or informational materials

No more than 50% of the hours can be earned in one single type of area.