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US Army Corps of Engineers Critical Incident Stress Management Program Project Delivery Team Charter

A. Background: The US Army Corps of Engineer's Strategic Vision addresses the full spectrum of missions essential to serving the nation. Many of these missions require that employees be exposed to incidents, accidents, fatalities and large-scale disasters. Whether under conditions or events of peace or war-fighting employees may experience unusually strong physical or emotional reactions that may interfere with his or her ability to function after the occurrence. Such incidents are called critical incidents. The establishment of a comprehensive US Army Corps of Engineers Critical Incident Stress Management (CISM) program will help employees who are adversely affected by critical incidents recover more quickly from their normal reactions to abnormal events.

SWD has had a successful inter-district CISM program since March 2002. Success of the SWD program is due to a dedicated field driven effort. The US Army Corps of Engineer's Critical Incident Stress Management program, therefore, will not be a HQ-driven effort, instead, it will be a Corps-wide field driven effort headquartered at SWD. In addition, the program will be strictly voluntary on the part of major subordinate commands. The program will seek to serve all disciplines within the agency.

SWD will establish a project delivery team (PDT). The PDT will operate under direction of SWD. SWD will be responsible for keeping HQ informed concerning program development. The PDT will be made up of two people per participating division. Since all Corps team members are eligible to benefit from the program, the PDT shall include an interdisciplinary group of individuals from various functional areas. These individuals will also represent all levels of the Corps including divisions, districts, and projects. HQ participation will be constituted of representatives from Human Resources, Safety, Office of Counsel, Operations, and Engineering. SWD will select a SWD CISM experienced person(s) as the project manager(s). Initial PDT training in CISM will be necessary in order to familiarize all team members with basic CISM concepts and interventions and thus make informed decisions concerning the program.

B. Mission: The mission of the PDT will be to develop and evaluate the best CISM program model for the US Army Corps of Engineers. The model will include a comprehensive operational program manual that shall adhere to highest "standard of care." The PDT will also serve as a resource for all interested MSCs and may also serve as a body of expertise in times of major disasters.

C. Functions. The PDT will perform the following functions:

1. Develop an overall time line (schedule) and cost estimate associated with the development of the Corps CISM model and associated products.

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2. Develop and evaluate a comprehensive program model which will address the following issues and concerns:
 - a. Liability:
 - Are there liability concerns about volunteer employees providing advice on extremely sensitive issues?
 - b. Program oversight:
 - Who will be the members of the Critical Incident Program Management Team (CIPMT)?
 - Who is the team leader? In other words, what functional area has the lead? Or can it vary?
 - How will the program be evaluated and what criteria will be used?
 - c. Peer Supporters:
 - How are volunteers screened to ensure they have the appropriate attributes to serve in this capacity?
 - What training would peer supporters receive? Is there a national standard of training? Or certification program?
 - How will performance of Peer Supporters be monitored?
 - d. CPAC's:
 - What is the role of CPAC, if any, in the program?
 - Will the realignment of CPACs from USACE in October 2003 to the Army Civilian Personnel Operations Center Management Agency (CPOCMA) have any impact on the implementation of CISM within the Corps?
 - e. Personnel:
 - How many individuals from each District/location would need to be trained to meet program needs?
 - Is participation in the CISM program as a "Peer Supporter" or member of the Critical Incident Response Team (CIRT) voluntary, i.e., a collateral duty?
 - Will there be any impact on grade and pay of the volunteers?
 - If approved for nation-wide implementation what, if any, impact will local union representation have on the program?
 - f. Duplication of EAP services:
 - Does this duplicate EAP services for which we already pay?
 - g. Funding the program:
 - How will the program be funded once it is up and running?
3. Produce a CISM Program Manual in the form of a three-ring binder as a resource for interested MSCs.
4. Develop the expertise of the PDT members to act as consultants to the MSCs.
5. Develop PDT CISM expertise as a resource during times of emergency.
6. Develop periodic "briefs" as the PDT progresses.
7. Provide material and updates to the NRM gateway and other Corps web sites.

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8. Develop a data base program(s) for the purposes of tracking training, deployment experience, contact information and deployment efficacy, and statistical information.

D. Funding: Funding for travel, per diem, and development costs for the members of the PDT will be provided by HQUSACE.