

City of Winter Park Fire-Rescue Standard Operating Guideline

100.10

**Title: Critical Incident Stress
Debriefing**

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Purpose: To establish the procedure for requesting the Orange County Critical Incident Stress Debriefing Team.

Scope: In the event Fire Department personnel become emotionally or psychologically overwhelmed due to a traumatic or critical incident and it is determined that CISD is needed, the Battalion Chief, either Assistant Chief or the Fire Chief shall be notified and they will contact the Orange County CISD Team. In addition, the Assistant Chief / Operations and Fire Chief shall be notified of any CISD activation. Participation in the CISD procedures will be considered MANDATORY for all employees operating at the scene. Exceptions to this procedure may only be granted by the FIRE CHIEF or his designee. Only those involved in the actual incident may participate in any CISD proceeding.

General: The following criteria are indicators for CISD:

1. Suicide
2. Loss by death of an emergency worker
3. Serious injury of emergency worker
4. Media interest in incident
5. Prolonged incident with loss of life or serious injury
6. Incidents involving children
7. High emotion impact incidents
8. Relatives death
9. Mass casualty incidents

Key Points:

1. Debriefing will take place 24-48 hours after notification.
2. A location away from the Fire Station will be used for the debriefing.
3. In order to maintain strict confidentiality, ONLY the people involved at the scene will be admitted to the debriefing room.
4. All personnel shall be relieved from duty when possible, to attend debriefing.
5. CISD is not to be used as a critique of the emergency operation. Performance issues will not be discussed at the debriefing.

6. No media personnel or observers will be allowed in the debriefing.

Information needed when the CISD is requested:

1. Name and Title of person requesting CISD
2. Information that led to the call for the CISD Team;
 - Date and Time of Incident
 - Duration of Incident
 - Number of victims / patients
 - Type of Incident
 - Suggested time and location for debriefing

Contact Persons:

Contact should be made through the Orange County Communication Center.