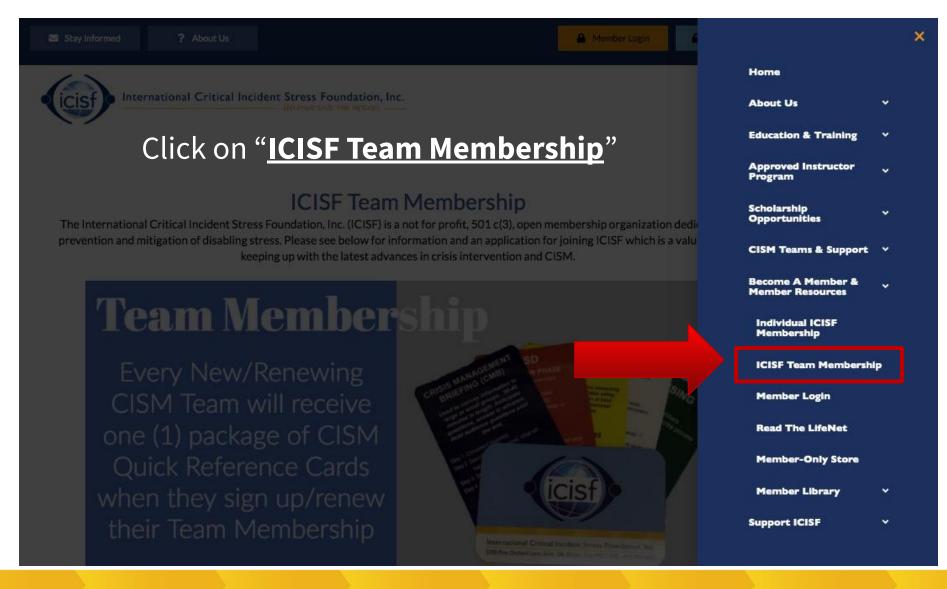
ICISF Team Membership Online Registration

Joining the ICISF Team Membership for your CISM/Peer Support Team

Visit our website: ICISF.ORG



Click on "New Team Membership"





New/Renewing Teams can now become members **ONLINE**! Learn more and sign up for your team membership below.

New Team Membership

ICISF Team Membership can NOW be filled out and paid for ONLINE!

Please click on the "New Team Membership - Online Form" and fill out the forms to sign up for Team Membership:

- Team Membership/Roster Application (Now Available Online)
- Team Update Form (<u>REQUIRED</u>) Please email <u>Team Update Form</u> to hotline@icisf.org.

Click on

New Team Membership
Online Form

New Team Membership - Online Form

Fill out Team Application Form





Team Membership:		Team Information	on:				
Team Membership-\$260.00 2 Year Team Membership up to 20 members (\$10 per member over 20) PLEASE ENTER THE NUMBER OF ADDITIONAL MEMBERS NEEDED:		Team Coordinator First	Team Coordinator First Name Email Address		Team Coordinator Last Name		
		Email Address			Job Title		
Your total today will be calculated a	utomatically.						
Payment Information:		Team Name					
Your Total Today: \$2.50		Account Inform	ation:				
Payment Method Credit Card Paypal Express Checkout		Create Username			(Re-enter Password)		
Cardholder Name		Contact Inform	ation:				
Credit Card Type		Country	auoi.				
Select Card Type #		Please Select					
Credit Card Number		Address					
Card Expiration		City	State or Prov	ince	Zip/Postal Code		
Month \$	Year	*	Select State				
CVC Code:		Phone		Mobile Phone			
Referred By Current member	Or select from dropdown Select Other	applying for team member accurate and that I adher understand that members	ere to the professional st ership in ICISF is in no wa	ereby attest that andards/et <mark>h</mark> ics of	the facts contained herein are f my profession. I further		
		endorsement to practic	e. e to all the Terms and Cor	nditions			
			Click here to submit form				

Fill out Team Application Form

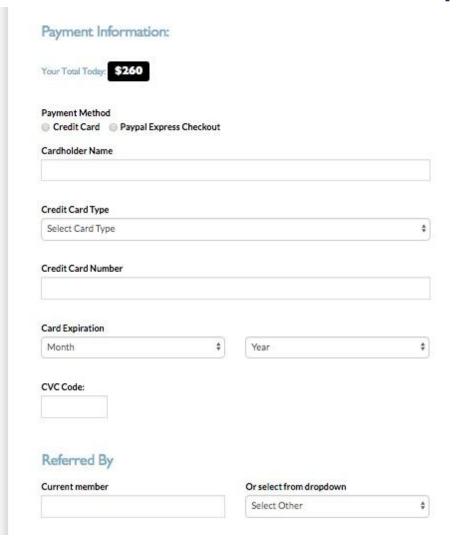


Team Membership: Team Membership-\$260.00 2 Year Team Membership up to 20 members (\$10 per member over 20) PLEASE ENTER THE NUMBER OF ADDITIONAL MEMBERS NEEDED: Your total today will be calculated automatically. Payment Information: Your Total Today: \$2.60

Section 1:

- All Team Memberships are \$260 for up to 20 members
 - Any additional members over20 cost \$10 per person
- Enter the # of members over 20 (if applicable) in the box provided
 - PLEASE NOTE: Team
 Coordinator counts as "1"
 active team member
- Your total payment will be reflected under the "Payment Information" section

Fill Out Team Application Form



Section 2:

- Enter your payment information for the Team Membership
 - We accept Visa, Mastercard,
 Discover, & American Express
 - You can also pay using Paypal Express
- Let us know how you found out about ICISF Memberships in the dropdown box provided

Fill Out Team Application Form

Section 3:

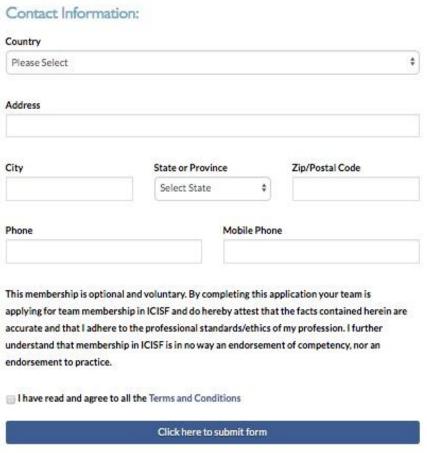
- Fill out the Team Coordinator:
 - First/Last Name
 - Email Address
 - Job Title
 - o Team Name
- Enter Team Membership Account Information - Team Coordinator listed will be in charge of team membership information
 - Create Username/Password
 - Re-Enter Password

Team Coordinator First Na	ame	Team Coordinator Last Name		
Email Address		Job Title		
Team Name				
Team Name Account Information	tion:			

Fill Out Team Application Form

Section 4:

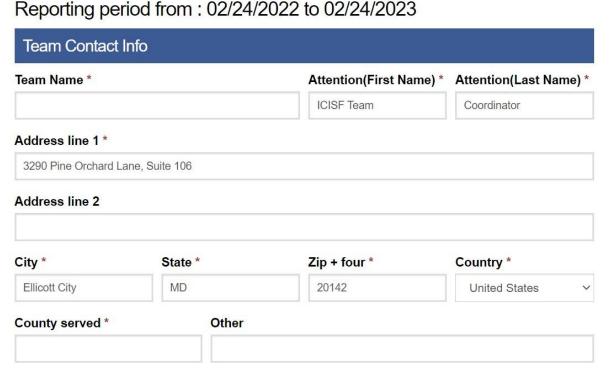
- Fill out Team Coordinator's Contact Information
 - Mailing Address
 - Phone Number
 - Mobile Phone Number
- Review the Terms & Conditions, check "I have read & agree to all Terms & Conditions"
- Select "Click Here To Submit Form"



Processing may take a few seconds, afterwards you will be able to login instantly.

You will receive a confirmation email.

Fill Out Team Information Form

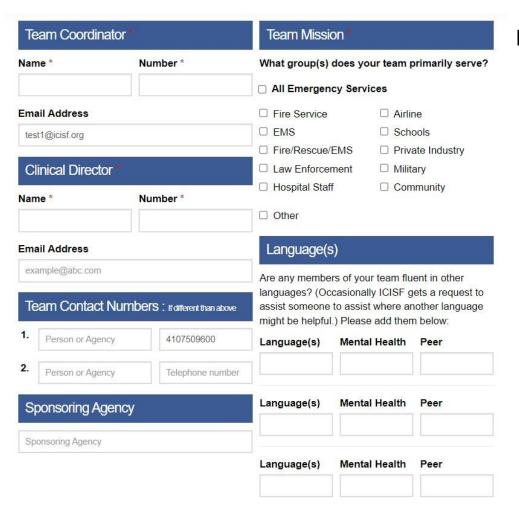


Please Fill Out:

- 1. Team Name*
 (The following should be auto-filled from account creation)
 - Team Coordinator's First and Last Name*
- Team's Address*
- City, State, Zip Code, & Country*
- Fill in the Primary County Served*
- Any additional counties or areas served

* = Required Fields

Fill Out Team Information Form



Please Fill Out:

- Team Coordinator contact information*
- Team Clinical Director's name and contact information* - Required for all CISM Teams (review Terms and Conditions)
- 3. Team Contact Numbers
- 4. Sponsoring Agency/Organization
- 5. Team Mission What groups do your team primarily serve?*
- 6. All languages your team members speak

* = Required Fields

Fill Out Team Information Form

Notifications

The ICISF receives requests for interventions from individuals or others that are not Emergency Services Based.

Please notify for Incidents requiring prompt response: *

)	Non-emergency	request	1

All requests

We will assist non-emergency requests

Directly: O Yes

No

or Indirectly: O Yes

No

Sharing

The current policy at ICISF has been to NOT release CISM team data for <u>general non-emergency</u> purposes unless prior approval has been obtained from the team.

Do you want ICISF to release your CISM Team contact information to <u>any individual or agency</u> that requests this information from ICISF?

○ Yes ○ No ○ Other CISM teams only

If "To other CISM teams only" is checked, any incoming request will be forwarded to you for consideration. ICISF would appreciate if you would advise us of your action or non-action.

☐ I have read and agree to all the Terms and Conditions

Submit

Disclaimer - By completing this form you are attesting to team members being trained in ICISF CISM Core courses and follow the ICISF CISM protocol.

Please Fill Out:

- Notifications for incidents requiring prompt responses*
- Let the ICISF know if you will assist directly or indirectly for non-emergency requests
- 3. Let us know if you'd like your team contact information released to any individual or agency requesting this information or just release it to other CISM Teams
- Check that you have read the "Terms and Conditions"
- 5. Click on "Submit" to save the information in this form
 - * = Required Fields

CISM Team Registry Terms & Conditions

Make sure to review the CISM Terms and Conditions before adding your Team Information!

By completing this form you agree that all team members have completed training of the Core Courses (<u>Group Crisis Intervention & Assisting Individuals in Crisis</u>) and that your team is following the guidelines set in place below.

- CISM teams attests that this team follows the ICISF CISM Model for Interventions and Team Management Structure when responding to a critical incident. See handout information (<u>Resources</u>)
- CISM Teams are required to have at least 1 person that is a MHP (Mental Health Professional) who will serve as the clinical director. [i.e., practicing counselor (LPC), Social Worker (SW), Psychologist (Ph.D.), Psychiatrist or Marriage Family Therapist (MFT)]. A Chaplain can be used as a clinical director if they have some type of counseling style background.
- Teams will not deploy any person who has not been trained in the ICISF model of CISM.
- Teams shall maintain records of the trainings attended by their team members.

CISM Team Registry Terms & Conditions

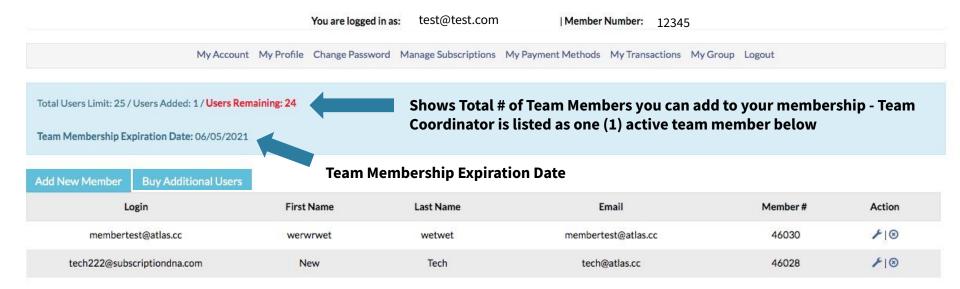
- Teams shall be proficient in numbers 1-5 of the "6 core elements of CISM:"
- 1. Assessment and Triage of people in crisis
- 2. Listening skills, the SAFER-R model, and Individual Crisis Intervention
- 3. Informational group processes
- 4. Interactive group processes
- 5. Strategic Planning, Incident assessment, Operations management, Target, Types, Timing, Theme, and Team
- 6. Personal and Community resilience. (Resiliency includes the concepts of resistance, resilience, and recovery)
 - Teams shall provide and/or coordinate quality CISM services to emergency responders and/or community members.
- Team members shall maintain a respectful lifestyle that is free from illegal activity, including problematic alcohol use, illegal drug use, abuse of prescription medications, unethical or inappropriate sexual behavior and harassment of any kind.

By clicking submit, you also agree to have your team name, city and state listed on the ICISF website list and map.

Add Team Members to Roster



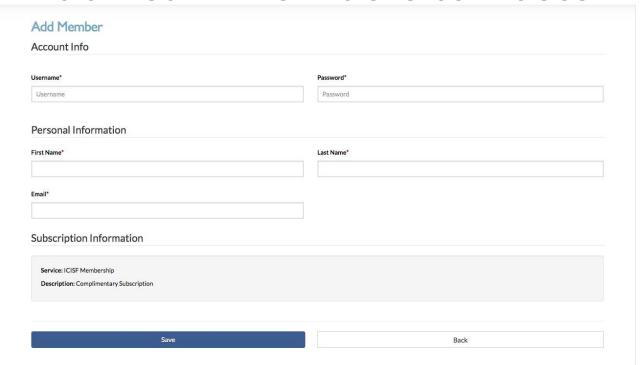




Once you have purchased how many active members you would like to receive ICISF membership:

- Enter each new team member by selecting Add New Member
- After you add all of your members and you would like to add more, you can purchase and add additional members by selecting **Buy Additional Users**
 - Note: This will show up as a separate invoice/payment under My Transactions

Add Team Members to Roster



Add New Member Information:

- Create Username/Password
- Enter:
 - First/Last Name will be printed on their membership cards
 - Email Address double check to make sure it's correct
- Click SAVE to add Team Member to roster

Add Team Members to Roster





You are logged in as: test@test.com Member Number: 12345					
My Accour	t My Profile Change Passv	word Manage Subscriptions	My Payment Methods My Transactions	My Group Logout	
otal Users Limit: 25 / Users Added: 1 / <mark>Users Re</mark>	maining: 24				
eam Membership Expiration Date: 06/05/202	L				
Add New Member Buy Additional Users					
Login	First Name	Last Name	Email	Member #	Action
membertest@atlas.cc	werwrwet	wetwet	membertest@atlas.cc	46030	18
tech222@subscriptiondna.com	New	Tech	tech@atlas.cc	46028	18

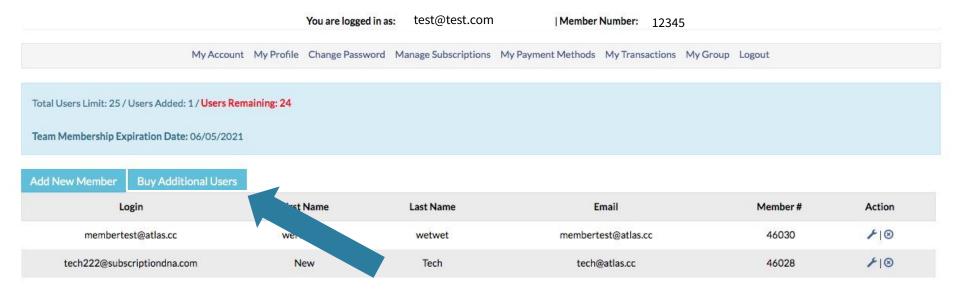
Friendly Reminder - Double check your Team Members:

- First/Last Name these will be printed on their membership cards
- Email Addresses for corrections if it is listed incorrectly, the team coordinator will have to email the team members their login information

Purchasing Additional Team Members

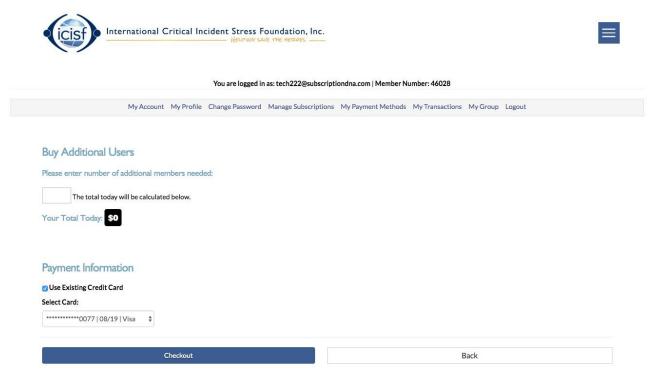






To purchase additional team members, click on the "Buy Additional Users" button above

Purchasing Additional Team Members



- Enter the total # of additional Team
 Members you would like to add
- Either use existing credit card or enter a new credit card to use for payment
- Click Checkout

View Invoices & Print



- After entering your team members, you can click on "My Transactions" to print out your invoices/receipts
 - Click on the invoice # to view and print the paid invoice out.

You're All Done!

Some things to keep in mind:

- We require each Team Coordinator to update their Team Information Form
 Annually.
- Once you are done with your account creation, you and your team members will
 have instant access to your account and can login at any time to view the
 resources listed on the membership dashboard.
- Team Coordinators will have access to the "<u>Team Registry Certificate</u>". You can print this directly from your account.

Membership Questions?

Contact Michele Parks at mparks@icisf.org or (443) 325-5219.

Thank you for signing up for ICISF Team Membership!