

Recruitment Form 3 – Epidemiological Response Team Member Benefits and Expectations Agreement



WHAT IS THE DOH EPIDEMIOLOGICAL RESPONSE TEAM?

The Epidemiological Response Team (also referred to as the “Epi Response Team” or ERT) is a Department of Health (DOH) response team consisting of members trained in disaster epidemiology and public health emergency management. The ERT may be requested to deploy during an all-hazards incidents (natural or man-made) that exceeds local capacity or public health events with broad impacts requiring multi-jurisdictional coordination to effectively respond.

RECRUITMENT AND MEMBERSHIP

The ERT is seeking qualified staff to serve in a variety of interesting and challenging roles. DOH staff meeting basic requirements for each position are eligible to apply for one or more positions on the ERT. Team positions include Team Leader, Field Epidemiologist, IT (Informatics) Specialists, Interviewer, and Data Entry Specialist. For more information about each team position, see the Position Description Matrix for basic requirements. All applicants will be evaluated for best fit based on experience and education in consideration of team needs.

What are the benefits of serving on the Epidemiological Response Team?

- Receive education and training, including just-in-time training (JITT) in the principles of disaster epidemiology and public health emergency management
- Develop new skills to succeed in your specific team position(s) and achieve career goals
- Provide an important service to communities impacted by disasters within and outside of Washington state
- Connect and collaborate with colleagues from across the agency
- Opportunities to train and exercise with partner jurisdictions and emergency responders
- Access to Epi Response Team resources such as Personal Protective Equipment (PPE), ERT member Go-Kits and Jump Kits, and all-hazards response materials
- Deploy for on-the-job experience related to emergency response efforts
- Informal mentorship and feedback from past investigations, after-action reports (AAR), and “hot wash” sessions
- Professional development in epidemiological methods and public health emergency management for all-hazards events including seminars, workshops, and exercises/drills

What are the expectations of each member of the Epidemiological Response Team?

- Supervisor supports membership on the ERT
- Participate in team meetings and/or trainings at least four (4) hours per month
- Attend 75% of the provided trainings annually to remain an active ERT member
- Participate in ERT response efforts to public health emergencies upon availability
- Complete training requirements specific to your ERT position(s) within the first year
- Deploy at short notice (e.g. travel for field work) to partner jurisdictions or upon request from another state or territory under an Emergency Management Assistance Compact (EMAC) mutual aid agreement upon availability
- Members may be activated and/or deployed for response efforts up to 14-business days
- Members will be contacted annually to discuss ERT membership renewal

**Epidemiological Response Team
Member Benefits and Expectations Agreement
(Continued)**



SECTION 1: MEMBER AGREEMENT

First Name:		Last Name:	
Select the ERT position(s) you applied for:	☐ Team Leader ☐ Field Epidemiologist ☐ Interviewer ☐ IT (Informatics) Specialist ☐ Data Entry Specialist		
I understand that submitting this agreement does not guarantee membership on the Epidemiological Response Team. I understand the expectations of ERT membership and agree that if I am selected to the ERT, I will adhere to the above expectations.			
Employee Name: (Printed)	Employee Signature: / / (electronic signature acceptable)		Date: Click here to enter a date.

SECTION 2: SUPERVISOR APPROVAL

The supervisor understands and agrees to the terms and conditions of the Epidemiological Response Team (ERT) Member Benefits and Expectations Agreement, including: • Supervisor supports employee's membership on the ERT • Employee's participation in ERT meetings and/or trainings at least four (4) hours per month • Employee's attendance to 75% of provided trainings annually to remain an active ERT member • Employee's participation in ERT response efforts to public health emergencies upon availability • Employee's completion of training specific to their ERT position(s) within the first year • Employee may deploy at short notice (e.g. travel for field work) to partner jurisdictions or upon request from another state or territory under an Emergency Management Assistance Compact (EMAC) mutual aid agreement upon availability • Employee may be activated and/or deployed for response efforts up to 14-business days • Employee will be contacted annually to discuss ERT membership renewal		
I support the employee to participate as a member of the Epidemiological Response Team, and understand and agree to the Benefits and Expectations of their membership.		
Supervisor Name: (Printed)	Supervisor Signature: / / (electronic signature acceptable)	Date: Click here to enter a date.
☐ Recommend Approval ☐ Recommend Disapproval Reason for denial/recension:		

SECTION 3: APPOINTING AUTHORITY'S SIGNATURE

☐ I approve / ☐ I deny/rescind this Epidemiological Response Team member agreement		
Appointing Authority/Designee Name (Printed):	Signature: / / (electronic signature)	Date: Click here to enter a date.
Reason for denial/recension:		