

## FEMA Fire RSP 4558 & 4569 Crisis Counseling Program Guide for CalMhSA Counseling Subcontractors

Refer to [Federal CCP Online Toolkit](#) for any questions on federal requirements, forms, or trainings.

The federal Crisis Counseling Program (CCP) Online Toolkit provides information and trainings regarding the CCP. The numerous trainings provided by SAMHSA seek to inform state and local CCP partners about the rules and structure of the CCP, the data system required of CCP grantees to use (ODCES), the forms required to be completed, and training for counselors to provide non-clinical emotional and crisis support in response to disasters, including the ongoing COVID-19 pandemic and associated stressors.

**All Administrative Staff Complete SAMHSA:** [Management Training Course](#)

Federal CCP Online Data Collection and Evaluation System (ODCES), CalMhSA Contact: Katie Daley;  
[katie.daley@calmhsa.org](mailto:katie.daley@calmhsa.org)

All ODCES trainings are available online and can be completed at any time.

1. Obtain ODCES log-in passwords for administrative staff from Katie Daley.
2. Complete [ODCES State Staff Training](#) at bottom of this linked page.
3. Subcontractors' administrative staff will set-up accounts for their CCP counselors.
4. See *Tips for ODCES and Mobil App Users* at top of Data Form Training Page on ODCES.
5. See [CCP ODCES Job Aid](#)
6. Complete [Mobile App Data Collection Trainings](#), both admin staff and counselors.
7. See [CCP Mobile App FAQs](#) at bottom of above page.
8. Complete [Assessment and Referral Tools Training](#)

**Who's required to complete the trainings? All staff must complete the Just-in-Time Training. CCP counselors, Program Coordinators and any other staff involved in oversight of the counselors, must attend all the trainings.**

1. [Just-in-Time Training](#). Save Certificate of completion and upload to LMS. LMS training videos and how to quick sheets are available on the CalMhSA website on the FEMA Fire resource page.
2. [Data Forms Training](#)
3. **Core Content Training:** to be provided by FEMA Trainers, May 19 and 20, both days from 1:00 – 5:00pm PST. *You must participate in both days to complete the training.* Trainings will be recorded and can be viewed at a later time, however, we encourage you to attend the live trainings.

**Core Content** | May 19 and 20, 2021 from 1:00 to 5:00pm PST on each day

- 5/19: <https://us02web.zoom.us/j/84834682180?pwd=UUF6bnczWVdzeFBjNzkwVGtKK0lYUT09>
- 5/20: <https://us02web.zoom.us/j/82884537885?pwd=WHJncjIjWjdwdWhvZ2F2SC8wUkNDdz09>

Please keep a record of staff names & CCP RSP role (i.e. counselor, lead, coordinator). All trainings will be held virtually & will be recorded for later reference. Also, please save the for the other required CCP RSP trainings listed below:

**Transition & Mid-Program**

- June 29-30, 2021 from 1:00 to 5:00pm PST on each day
  - 6/29: <https://us02web.zoom.us/j/86726744872?pwd=cUVLZ2VmeGZRdGE3U2grRFNvdDdlUT09>
  - 6/30: <https://us02web.zoom.us/j/81073599794?pwd=bXcwaEoxcXBXNGZNNFIDTTBkeE9GQT09>
- July 14-15, 2021 from 1:00 to 5:00pm PST on each day
  - 7/14: <https://us02web.zoom.us/j/87171769284?pwd=TC9XY0R5OGJ6N1QxaEJkR0s4OEwyZz09>
  - 7/15: <https://us02web.zoom.us/j/81711292184?pwd=UjU4QWthNC9EUUVV3R2ZWWTdOVHZCQT09>

**Anniversary & Phasedown**

- Dates are TBD, we will update as they become available.
4. Encourage staff to watch the six [SAMHSA CCP Training Videos](#), located at the bottom of this link. These videos are to help crisis counselors build essential CCP skills, and include a [stress management video](#) that we strongly encourage all staff to watch.