

DEM ID Number: _____

FULL Name: _____ Birth Date: _____

Address: _____ City/State/Zip Code: _____

Home Phone: _____ Cellular Phone: _____

E-mail (home): _____ E-mail (work): _____

I prefer any e-mail notices to go to: Home ___ Work ___

What activity would you like to volunteer for: (please check box of interest) IF you check more than one box, please mark them as 1st choice, 2nd choice, 3rd choice, etc.

HAM Radio Operator ___ Call sign _____ Public Education ___ MRC: _____

CERT _____ Level 1 2 3 (circle which level of participation you're interested in)

Search & Rescue (Requires indiv. unit auth) ___ (What Unit?) _____

Shelter Volunteer: ___ (circle all areas of interest) _____

Kingston (Village Green) _____ SUMC (Silverdale United Methodist Church) _____

Gateway Fellowship – Poulsbo _____ POUMC (Port Orchard United Methodist Church) _____

Required Information:

Driver's License No.: _____ State _____ Expiration date: _____

Sex: Male ___ Female ___ Weight ___ Height ___ Color Hair ___ Color Eyes _____

Employer Name: _____ Employer Address: _____

How Long: _____ Phone: _____ OK To Call? _____

How long have you lived in Washington State? _____

Are you able to perform the essential functions of a volunteer? YES ___ No ___ If No, please explain accommodations needed: _____

Education/Work History

High School: _____ Year Graduated: ___ GED: ___ Did not Graduate: ___

College: _____ Degree: _____ Year Graduated: _____

Graduate Studies: _____ Degree: _____ Year Completed: _____

Medical: _____ Degree: _____ Year Completed: _____

Internship: _____ Degree: _____ Year Completed: _____

Current or Past Certificate or Licensure: _____ Date Expired: _____ (type) _____

Do you have a current CPR card/certification? Yes ___No ___ Exp Date: ___ **Need copy**

Do you have a current First Aid card/certification? Yes ___No ___ Exp Date ___ **Need copy**

Do you have National Incident Management or Incident Command (NIMS/ICS) certification?
Yes ___ No ___ **If YES, please provide copies if we don't already have them on file**

Do you have any disaster volunteer experience? No ___ Yes ___ (please explain)

I am available:

Hours per month? _____

Mornings ___ Afternoons ___ Evenings ___ Weekends ___ Emergency/Disaster Only ___

If applying to become a Shelter Volunteer, please indicate what days of the week you can volunteer (please circle):

Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday

What type of trainings do you prefer? Classroom ___ On-Line ___ Other: (please state)

All Applicants:

In case of emergency please notify: Name: _____

Telephone: (home) _____ (cell) _____

Relationship: _____

I certify that the information on this application is correct to my best knowledge and belief.

Signature of Applicant

Date

Signature of Unit Leader (if applicable)

Unit

Date

Staff use only:

License Verification _____ Background Check completed: _____ Initials: _____
Initials/date

Entered into Database: _____ Initials: _____ Photo received: _____ Initials: _____

ID date issued: _____ Initials: _____ Expiration date: _____

KITSAP COUNTY DEPARTMENT OF EMERGENCY MANAGEMENT
CRIMINAL HISTORY AUTHORIZATION FORM – EMERGENCY WORKER

Please print legibly and fill out completely – failure to do so may delay your application

_____/_____/_____
LAST NAME FIRST NAME MIDDLE NAME

ALIAS OR MAIDEN NAME(S) USED:

ETHNICITY : _____ SEX (Circle): **M** / **F** DATE OF BIRTH: ___/___/___

***SOCIAL SECURITY # _____/_____/_____ *(ONLY if you are applying for SAR)**

CURRENT ADDRESS:
_____/_____/_____
NUMBER & STREET CITY & STATE ZIP

PHONE NUMBER: (_____) _____-_____ CELL: (_____) _____-_____

DRIVERS LICENSE NUMBER & STATE:
_____/_____ EXP: _____

OTHER STATES LIVED IN:

I hereby give permission for the Kitsap County Department of Emergency Management to conduct a Criminal History background investigation, and also obtain an abstract of my driving record if needed.

SIGNATURE: _____ DATE: _____

Parent or guardian of applicant must sign if under 18 years of age:

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

KITSAP COUNTY DEPARTMENT OF EMERGENCY MANAGEMENT

PERSONAL RESPONSIBILITIES OF EMERGENCY WORKERS – AGREEMENT (WAC 118.04.200)

1. Emergency workers shall be responsible to certify to the authorized officials registering them and using their services that they are aware of and will comply with all applicable responsibilities and requirements set forth in these rules.

(a) Emergency workers have the responsibility to notify the on-scene authorized official if they have been using any medical prescription or other drug that has the potential to render them impaired, unfit, or unable to carry out their emergency assignment.

(b) Participation by emergency workers in any mission, training event, or other authorized activity while under the influence of or while using narcotics or any illegal controlled substance is prohibited.

(c) Participation by emergency workers in any mission, training event, or other authorized activity while under the influence of alcohol is prohibited.

(d) Emergency workers participating in any mission, training event, or other authorized activity shall possess a valid operator's license if they are assigned to operate vehicles, vessels, or aircraft during the mission unless specifically directed otherwise by an authorized official in accordance with RCW 38.52.180 . All emergency workers driving vehicles to or from a mission and/or training event must possess a valid driver's license and required insurance.

(e) Use of private vehicles, vessels, boats, or aircraft by emergency workers in any mission, training event, or other authorized activity without liability insurance required by chapter 46.29 RCW is prohibited unless specifically directed otherwise by an authorized official in accordance with RCW 38.52.180.

(f) Emergency workers shall adhere to all applicable traffic regulations during any mission, training event, or other authorized activity. This provision does not apply to individuals who have completed the emergency vehicle operator course or the emergency vehicle accident prevention course and who are duly authorized under state law to use special driving skills and equipment and who do so at the direction of an authorized official.

2. Emergency workers have the responsibility to comply with all other requirements as determined by the authorized official using their services.

3. When reporting to the scene, emergency workers have the responsibility to inform the on-scene authorized official whether they are mentally and physically fit for their assigned duties. Emergency workers reporting as not fit for currently assigned duties may request a less demanding assignment that is appropriate to their current capabilities.

4. Emergency workers have the responsibility to check in with the appropriate on-scene official and to complete all required record keeping and reporting.

I have read, understand and agree to the Personal Responsibilities of an Emergency Worker (WAC 118.04.200)

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

KITSAP COUNTY DEPARTMENT OF EMERGENCY MANAGEMENT

VOLUNTEER PLACEMENT STANDARDS AND EMERGENCY WORKER REQUIREMENTS

1. I am now a legal US Resident YES / NO*
2. I can read, write and speak the English language, so as to be easily understood by others YES / NO*
3. I have read the attached DSHS Secretary's List of Crimes and Negative Actions that Kitsap County utilizes as a determining factor for the disqualifiers. I understand the guidelines and I do not have convictions in my background that will disqualify me from being a registered emergency worker for Kitsap County. YES / NO*

(If you selected NO* to any of the above questions, you will not be eligible to register as an emergency worker for Kitsap County).

DRIVING RECORD STANDARDS:

Candidates who apply for a position that requires driving must be able to fulfill all traveling requirements possessing and maintaining a valid Washington State Driver's License and the appropriate amount of automobile insurance. In an effort to determine whether there are any disqualifying factors in your driving history, please respond to the following questions:

1. Do you have a valid driver's license? _____ State of issue: _____
Have you had your license for at least one year? YES / NO*

NOTE: You must possess a valid Washington State Driver's License by time of appointment.

2. Are you at least 18 years old? YES / NO*
3. Has your driver's license been suspended in the last three years? YES* / NO
4. Has your driver's license been revoked in the last five years? YES* / NO
5. Have you been convicted in the last five years for any driving offense involving the use of drugs, alcohol, or any controlled substance? YES* / NO
6. Have you been found at-fault for two or more accidents in the last five years, or found at fault in any accident in the last five years resulting in a fatality? YES* / NO
7. Do you have any driving-related charges pending? YES* / NO

***If yes, please list:**

<u>Conviction</u>	<u>Agency</u>	<u>Date</u>	<u>Disposition</u>
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Have you ever been arrested? YES / NO If YES, please explain:
(If you fail to answer this question, your application will be returned to you as incomplete)

I declare that this information is true and accurate. I grant Kitsap County Department of Emergency Management permission to conduct a criminal history background check using the above information. I understand that my participation in this program is contingent upon the accuracy of the above information and my following all laws and policies and procedures established by Kitsap County or its agents with regard to the emergency worker program and the activities of its volunteers.

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

Parent or guardian of applicant must sign if under 18 years of age:

PRINT NAME: _____

SIGNATURE: _____ DATE: _____

Approved as to form this _____ day of _____, 20____

Michele Moen, Volunteer Coordinator

Please send completed forms to:
Michele Moen, Administrative Support Specialist / Volunteer Coordinator
KCDEM | 8900 Imperial Way SW | Bremerton | WA | 98312
(360) 307-4360 office | (360) 307-4353 direct
mmoen@kitsap.gov

DSHS SECRETARY'S LIST OF CRIMES AND NEGATIVE ACTIONS
FOR USE BY ALL Programs Administered by DSHS, including DSHS State Employees in
Covered Positions

[EXCEPT programs administered by ADSA Home & Community Services & ADSA Residential
Care Services]

Crimes:

A person who has a crime listed below is denied unsupervised access to vulnerable adults,
juveniles, and children.

If "(5 or more years)" appears after a crime, the person is automatically denied unsupervised
access unless 5 or more years has passed since the date of conviction.

After 5 years, an overall assessment of the person's character, competence and suitability to have
unsupervised access will determine denial.

Abandonment of a child

Abandonment of a dependent person not against child (5 or more years)

Abuse or neglect of a child

Arson

Assault 1

Assault 2

Assault 3 Domestic Violence

Assault 3 not Domestic Violence (5 or more years)

Assault 4/simple assault (5 or more years)

Assault of a child

Bail jumping

Burglary (5 or more years)

Carnal knowledge

Child buying or selling

Child molestation

Coercion (5 or more years)

Commercial sexual abuse of a minor/ Patronizing a juvenile prostitute

Communication with a minor for immoral purposes

Controlled substance homicide

Criminal mistreatment

Custodial assault (5 or more years)

Custodial interference

Custodial sexual misconduct (5 or more years)

Dealing in depictions of minor engaged in sexual explicit conduct

Domestic Violence (felonies only)

Drive-by shooting

Extortion 1

Extortion 2 (5 or more years)

Forgery (5 or more years)

Harassment (5 or more years)

Harassment Domestic Violence

Homicide by abuse

Homicide by watercraft
Identity theft (5 or more years)
Incendiary devices (possess, manufacture, dispose)
Incest
Indecent exposure/Public indecency (Felony)
Indecent liberties
Kidnapping
Leading organized crime (5 or more years)
Luring
Malicious explosion 1
Malicious explosion 2
Malicious explosion 3 (5 or more years)
Malicious harassment
Malicious mischief (5 or more years)
Malicious mischief Domestic Violence
Malicious placement of an explosive 1
Malicious placement of an explosive 2 (5 or more years)
Malicious placement of an explosive 3 (5 or more years)
Malicious placement of imitation device 1 (5 or more years)
Manslaughter
Murder/Aggravated murder
Patronizing a prostitute (5 or more years)
Possess depictions minor engaged in sexual conduct
Possess explosive device (5 or more years)
Promoting pornography (5 or more years)
Promoting prostitution 1 (5 or more years)
Promoting prostitution 2 (5 or more years)
Promoting suicide attempt (5 or more years)
Prostitution (5 or more years)
Rape
Rape of child
Reckless endangerment (5 or more years)
Registered sex offender
Residential burglary (5 or more years)
Robbery
Selling or distributing erotic material to a minor
Sending or bringing into the state depictions of a minor
Sexual exploitation of minors
Sexual misconduct with a minor
Sexually violating human remains
Stalking (5 or more years)
Theft (5 or more years)
Unlawful imprisonment (5 or more years)
Unlawful use of building for drug purposes (5 or more years)
Use of machine gun in a felony
Vehicular assault
Vehicular homicide (negligent homicide)
Violation of child abuse restraining order
Violation of civil anti-harassment protection order
Violation of protection/contact/restraining order

Violation of the Imitation Controlled Substance Act (manufacture/deliver/intent-5 or more years)

Violation of the Uniform Controlled Substance Act (manufacture/deliver/intent-5 or more years)

Violation of the Uniform Legend Drug Act (manufacture/deliver/intent-5 or more years)

Violation of the Uniform Precursor Drug Act (manufacture/deliver/intent-5 or more years)

Voyeurism

Pending Crime – A person who has a pending crime on the Secretary’s List is denied unsupervised access while awaiting a decision by a court, administrative entity, or governmental entity. Upon conviction or acquittal by the court, the Secretary’s List is applied.

Attempt RCW 9A.28.020; Conspiracy RCW 9A.28.030; and Solicitation RCW 9A.28.040. These crimes may appear with a listed crime, such as Burglary. When the crime of attempt, conspiracy, or solicitation appears in conjunction with a crime on this list, it is treated the same as the listed crime.

Example: Unsupervised access is denied for Attempted Burglary for 5 years after the conviction.

Sexual Motivation – RCW 9.94A.835 –A person who has a court finding of sexual motivation is denied unsupervised access to vulnerable adults, juveniles, or children.

Bail Jumping – RCW 9A.76.170 - A person who has the crime of bail jumping is denied unsupervised access until a court decision is issued for the original crime that required bail. Upon conviction or acquittal by the court, the Secretary’s List is applied.

Negative Actions are considered under individual program law and rule and may lead to denial of unsupervised access to vulnerable adults. A negative action is an administrative or civil action taken against an individual and may include:

A finding that an individual abused, neglected, exploited, or abandoned a vulnerable adult, juvenile or child issued by an agency, an Administrative Law Judge, or a court of law. A finding by an agency is not a negative action if the individual was not given the opportunity to request an administrative hearing to contest the finding.

Termination, revocation, suspension, or denial of a license, certification, and/or State or Federal contract.

Relinquishment of a license, certification, or contract in lieu of an agency negative action.

Revocation, suspension, denial or restriction placed on a professional license.

Department of Health disciplining authority finding.