

THIS IS TO ANNOUNCE OPEN ENROLLMENT FOR THE ChESS Basic Virtual Training Course (VTC) 2022

03 - 27 October 2022

TO ALL CAP CHAPLAINS AND CDIs:

Open enrollment for the **2022 ChESS Basic VTC** is now in effect from **05 September – 30 September 2022**. We will be accepting the **first 40 applicants** who meet all the prerequisites (**listed below**) and have submitted to us a completed registration form.

Here are the **PREREQUISITES** and **ONLINE FEMA** courses that **MUST BE** met and completed to qualify to enroll in the **ChESS Basic Virtual Training Course (VTC)**, for the **Mission Chaplain or Chaplain Support Specialist - CAP Support Ratings (MC-CS or CSS-CS)**:

Prerequisites:

- Be a fully appointed CAP Chaplain or CDI
- Completion of Level 1 of the CAP Professional Development requirements
- Complete GES 116 - General Emergency Services training
- ICUT - Introductory Communications User Training
- Completion of the CAP Specialty Track Technician Rating in CAPP 40-80, Chapter 19 (**Chaplains ONLY**)
- Completion of the CAP Specialty Track Technician Rating in CAPP 40-80, Chapter 20 (**CDIs ONLY**)
- CAPT 117 Parts 1,2,3
- FEMA SID (**Student ID Number**) - To obtain this go to <https://cdp.dhs.gov/femasid/>

Familiarization and Preparatory Training Courses (FEMA Courses):

- IS100 – Introduction to Incident Command System (ICS)
- IS200 – ICS for Single Resources and Initial Action Incidents
- IS700 – Introduction to National Incident Management System (NIMS)

Please send the following Registration Form information along with documentation that you have met the above requirements to the ChESS West Coast Registrar, Ch, Lt Col Don Mikitta at dmikitta@hc.cap.gov:

1. Name
2. Rank/Title
3. CAPID
4. Region/Unit Number
5. CAP email address (**please be sure to contact Ch Tim Miner at tminer@hc.cap.gov to obtain your Chaplain Corps email address**)
6. Copy of CAP 101 Card
7. Cell phone number
8. Designation Status – (Chaplain or CDI)
9. Appointment Date to the CAP Chaplain Corps
10. Religious Preference
11. FEMA Student ID number (**acquired when you do the listed FEMA courses above**)

Training Course Details:

- 1) Training Days - **Monday/Tuesday/Thursday evenings – NO WEEKENDS**
- 2) Training Session Main Time - **1800-2100hrs PST (2000-2300hrs CST) (2100-2400hrs EST)**

Upon receipt of your completed registration form, an email will be sent to confirm your seat in the training course. Any questions or concerns, contact:

ChESS Main Registrar: Ch, Lt Col Van Don Williams
vwilliams@hc.cap.gov
347.528.0060 (C)

West Coast Registrar: Ch, Lt Col Don Mikitta
dmikitta@hc.cap.gov
651.327.9378 (C)

ChESS Director: Ch, Lt Col Marcus Taylor
mtaylor@hc.cap.gov
850.326.7988