



To: Richard Brown, Training Manager
Virginia Task Force Two (VA-TF2)
513 Viking Drive Suite 9.
Virginia Beach, VA 23452

From: Lance Gilmore, Emergency Management Specialist
Urban Search & Rescue Branch
500 C Street S.W. Room 2SW-0802
Washington D.C. 20472

Re: VA-TF2 Medical Team Specialist ILT Course Equivalency Approval

Date: May 7, 2025

Equivalency Course Number: **EQ2025-014**

This memo is in response to your Training Request for FEMA Equivalency determination of the Medical Team Specialist - Instructor-Led Training (Course Code: 9P3131) to be conducted June 17-20, 2025 at Florida State College Jacksonville / JFD US&R Training Facility.

FEMA has reviewed your request and recognizes this course as equivalent to the FEMA/US&R Medical Team Specialist Course, having been properly vetted through the Training Subgroup, and provided the following stipulations are strictly adhered to:

1. Use currently credentialed Medical Team Specialist instructors. Refer to the FEMA US&R Instructor List currently published on the www.responsesystem.org website for the most current list of qualified instructors.
2. Use the currently approved FEMA Medical Team Specialist ILT curriculum located on the FEMA US&R Learning Management System (LMS) located at www.esf9training.org
3. The Instructor-Led Training portion of the course is conducted in accordance with accepted course methodologies.
4. Prior to the first day of the Instructor-Led Training portion of the course, all students must have successfully completed and have a course certificate for the Medical Team Specialist - Computer-Based Training (Course Code: 9P3130).
5. All instructors and staff associated with the delivery of this course adhere to the FEMA US&R Code of Conduct established under 44 CFR 208.8 and that each instructor signs and adheres to the Principles on the Instructor Ethics Signature Form.

FEMA further stipulates that to receive equivalent determination for this course, the US&R Branch must receive a Course Completion Packet with the following information within ten business days after the conclusion of the last day of the course:



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FEMA

- 1) A complete class roster of every student's full name and task force that received a Certificate of Completion.
- 2) A complete list of Lead Instructors, Adjunct Instructors, and Subject Matter Experts that were utilized for the delivery of this course and which ILT Modules they instructed.
- 3) A scanned copy of all Course Evaluations.

Please feel free to contact me with any questions regarding this letter.

Sincerely,
Lance Gilmore

CC:

Melissa Serich, Eastern Division Training Representative, VA-TF1
Michael Lawrence, Central Division Training Representative, TN-TF1
Billy Milligan, Western Division Training Representative, CA-TF6