

Household Emergency Preparedness Manual

Addenda: Practice Checklist

Stage 4: Mastery & Teaching (Expert)

Northern Utah / Wasatch Front Edition

Every hands-on action item from every addendum for this skill stage, gathered in one place for printing. Work through whichever categories matter most to you; there's no requirement to finish every category's Stage 4 before starting another category's Stage 4. See each addendum for the full context, knowledge sections, and learning-path resources behind each item.

Addendum A: Water & Food

- ☐ **Volunteer as an instructor:** Both the Master Gardener and Master Food Preserver programs are built around graduates teaching the next cohort or the public; this volunteer-teaching requirement is itself the mechanism that turns personal competency into community capability.
- ☐ **Pursue a professional food safety credential:** USU Extension's Food Safety Managers Certificate Program is a real, professional-level credential (the kind required of commercial food service managers) and is a legitimate path if you want to run community-scale food operations (a shared kitchen, a food pantry, a community canning program) credibly and safely.
- ☐ **Understand (don't necessarily pursue) water system operator certification:** Utah's Division of Drinking Water certifies water system operators under Administrative Rule R309-300; a "Small System" (SS) license covers distribution systems serving 25–500 people. Actually pursuing this certification is a serious undertaking (a 100-question exam covering math, operations, pumps, chemical feed, rules, and safety), appropriate only if your community's Tier 4 plan genuinely involves operating a shared water system; know that this pathway exists even if you don't pursue the full license.
- ☐ **Design for a group, not a household:** Take what you've built at Stage 3 (a garden, a preservation routine, a treatment setup) and scope out what it would take to run the same thing at 5x or 10x the household scale; the constraints are different (labor coordination, equipment sharing, storage logistics), not just "more of the same."
- ☐ **Build the roster and cache described in Chapter 1's Tier 4:** Chapter 1 calls for a community seed bank, shared production tools, and a skills roster; Stage 4 is where you're the person capable of stocking, maintaining, or teaching from that roster rather than just listing it as a goal.
- ☐ **Mentor, don't just instruct:** A one-time class teaches a technique; ongoing mentorship (checking in on someone's first canning batch, walking a neighbor's garden with them mid-season) is what actually

transfers competency reliably. Build at least one real mentoring relationship, not just a teaching credential.

Addendum B: Sanitation & Medical

- ☐ **Complete CERT (Community Emergency Response Team) training:** CERT is free, offered by nearly every Wasatch Front city (Salt Lake City, South Salt Lake, West Valley City, American Fork, and more, usually through the local fire department), and trains civilians in fire safety, light search and rescue, team organization, and disaster medical operations, including hands-on triage practice. This is the single best community-scale on-ramp in this entire addendum, and it's free.
- ☐ **Pursue EMT certification:** Utah's EMT course is 120–160 hours (about 150 instruction hours plus 10 clinical hours), offered through the University of Utah, BYU, Davis Technical College, Salt Lake Community College, EMT Utah, and Unified Fire Authority, among others. It requires BLS CPR certification first, and licensing runs through the Utah Bureau of EMS after passing the National Registry exam. This is a serious commitment, appropriate if your household's Tier 4 plan genuinely involves being a trained community medical responder.
- ☐ **Pursue a Master Herbalist credential if you've built real plant knowledge:** Programs like the School of Natural Healing's Advanced Herbalist track culminate in a Master Herbalist Certification; registering with the American Herbalists Guild (AHG) is voluntary but adds credibility if you intend to advise others.
- ☐ **Become a CERT team lead or instructor:** CERT programs are built to be taught by graduates; moving into a team-lead or instructor role is the direct mechanism for turning personal training into neighborhood-level capability.
- ☐ **Build the medical responder roster described in Chapter 2's Tier 4:** Chapter 2 calls for a neighborhood roster of trained responders and a community medical cache; Stage 4 is where you're capable of organizing, stocking, or teaching from that roster rather than just listing it as a goal.
- ☐ **Design for mass-casualty logic, not single-patient care:** The skills that work for treating one household member (Stage 2/3) don't automatically scale; community-scale response means practicing actual triage under simulated multiple-casualty conditions, which CERT and EMT training both specifically cover.

Addendum C: Energy & Heat

- ☐ **Pursue a Utah electrician license:** Utah's DOPL licenses electricians at several levels: a Residential Journeyman Electrician (2-year, 288-classroom-hour apprenticeship plus 4,000 supervised hours, or 8,000 hours without formal classroom education) or a full Journeyman Electrician (4-year, 576-classroom-hour apprenticeship plus 8,000 supervised hours, or 16,000 hours without formal education), each followed by written and practical exams. This is a serious, multi-year commitment, appropriate if energy work is becoming a real vocation, not just a prep skill.

- ☐ **Pursue NABCEP PV Installation Professional certification:** The full credential requires at least 10 hours of OSHA Outreach Training and 58+ hours of advanced PV training beyond the associate level; this is the recognized professional standard for solar installation and design.
- ☐ **Pursue CSIA Certified Chimney Sweep certification:** A nationally recognized credential covering chimney physics, fire codes, and solid-fuel appliance installation, with required recertification every three years; appropriate if wood heat is a serious, ongoing part of your household's or community's energy plan.
- ☐ **Design for a shared or microgrid system, not just one household:** Take what you've built at Stage 3 and scope what it would take to link multiple households' solar/battery systems or share a wood fuel supply chain, per Chapter 3's Tier 4 goal; the coordination and safety questions (shared transfer switching, fair fuel allocation) are genuinely different from single-household design.
- ☐ **Build the skills roster described in Chapter 3's Tier 4:** Chapter 3 calls for shared energy infrastructure and a skills roster; Stage 4 is where you're the person capable of safely inspecting, repairing, or teaching from that roster.
- ☐ **Teach generator and wood-stove safety specifically:** These are the two most common sources of Chapter 3-relevant injury; a short, repeatable safety walkthrough (backfeeding, CO risk, safe wood-stove operation) taught to neighbors prevents more harm than almost any other single teaching investment in this addendum.

Addendum D: Security & Shelter

- ☐ **Become a Neighborhood Watch Area Leader:** Nearly every Wasatch Front police department (Salt Lake City, Sandy, West Valley City, South Jordan, American Fork, North Salt Lake, and more) runs a free Neighborhood Watch program; becoming the Area Leader for your block requires a background check and department training, and is the direct, official mechanism for formalizing the community watch Chapter 4's Tier 4 describes.
- ☐ **If pursuing firearms, consider NRA Instructor certification:** Becoming an NRA-certified instructor lets you teach Basics of Pistol Shooting to others safely and correctly, rather than informally passing on techniques without a structured safety framework.
- ☐ **Pursue longer BOSS field courses or a primitive-skills teaching track:** BOSS's 14- and 28-day field expeditions go well beyond the 7-day introduction into genuine wilderness self-sufficiency, and some programs offer instructor or apprentice pathways for those wanting to teach.
- ☐ **Coordinate shared shelter, not just personal shelter:** Cross-reference Chapter 4's Tier 4 guest/shelter capacity guidance; Stage 4 is where you help design or run an actual shared community shelter space, including the accessibility guidance from the Access & Functional Needs chapter.
- ☐ **Run a real watch rotation:** Organize and run an actual multi-household watch rotation as a drill, not just a plan on paper, to surface the coordination problems (fatigue, communication gaps, unclear

authority) that only show up under real conditions.

☐ **Teach structural assessment triage to a group:** A short, practiced group walkthrough of the ATC-20 red-flag system, taught to several neighbors at once, is what actually lets a neighborhood self-triage after a major earthquake instead of waiting for scarce professional inspectors.

Addendum E: Communication

☐ **Pass the Amateur Extra exam:** A more demanding 50-question exam requiring all previous license classes passed first; Extra class unlocks the full amateur radio frequency allocation with no remaining restrictions.

☐ **Become an accredited Volunteer Examiner (VE):** Requires holding a General class license or higher; becoming a VE lets you personally administer FCC license exams to others, directly removing the biggest practical barrier (finding a local exam session) for the next person trying to get licensed. The ARRL VE accreditation process is a short application plus a 40-question open-book review.

☐ **Complete deeper FEMA/ICS coursework if pursuing an emergency management leadership role:** IS-200 and IS-800 go beyond the ICS-100/IS-700 basics for anyone likely to serve in an Emergency Operations Center or command-post role, not just as a field radio operator.

☐ **Build the shared community network described in Chapter 5's Tier 4:** Chapter 5 calls for a shared community communication network; Stage 4 is where you're capable of actually designing repeater coverage, mesh networking (Meshtastic, already referenced in Chapter 5), or a structured net schedule rather than just listing it as a goal.

☐ **Run drills that stress-test message accuracy at scale:** A community-wide communication drill involving relayed messages through multiple operators surfaces real failure points (garbled relays, unclear priority) that a single household's practice can't.

☐ **Mentor new licensees through their first exam and first contact:** Being a VE gets someone licensed; actually helping them make their first real on-air contact and their first net check-in is what turns a license into genuine capability.

Addendum F: Access & Functional Needs

☐ **Pursue Certified DME Specialist (CDME) credential:** A national certification (via the Board of Certification/Accreditation) for durable medical equipment repair, troubleshooting, and home inspection, covering oxygen equipment, transfer systems, enteral feeding supplies, and wound care equipment; requires a high school diploma or equivalent plus a minimum of 500 hours of relevant experience. This is the genuine professional ceiling for the equipment track in this addendum.

☐ **Train additional caregivers beyond your own household:** Chapter 6's Tier 4 explicitly calls for distributed caregiving across the community, not just within one household; Stage 4 is where you teach

the transfer techniques and care routines you've mastered to neighbors, not just your own backup caregivers.

- ☐ **Volunteer with DSPD or a related organization:** Beyond personal certification, active volunteer involvement with Utah DSPD or a similar organization builds real community-scale caregiving capacity and connects you to people who may need a trained backup caregiver.
- ☐ **Build the wellness-check system described in Chapter 6's Tier 4:** Chapter 6 calls for a structured, regular wellness-check system for isolated or high-need community members; Stage 4 is where you help design and run it, not just list it as a goal.
- ☐ **Build a shared adaptive equipment cache:** Chapter 6's Tier 4 calls for a community-level stock of spare mobility aids and adaptive tools; your Stage 3/4 device competency is exactly what makes a shared cache actually usable rather than a pile of unmaintained equipment.
- ☐ **Ensure community planning is genuinely inclusive from the start:** Chapter 6's guidance on accessible community shelter design and inclusive planning depends on people with real AFN caregiving competency being involved in community-level disaster planning directly, not consulted after the fact.

Addendum G: Mental Health

- ☐ **Pursue Utah Certified Peer Support Specialist (CPSS) certification:** A genuine, state-run professional-adjacent credential specifically for people with lived experience: requires at least one year of successful recovery from mental illness or substance use challenges, 40 hours of training over five days, and a certification exam (70%+ to pass), renewed every two years with 20 hours of continuing education. Administered through Utah's Office of Substance Use and Mental Health (SUMH); this is the credential Chapter 7's Tier 4 “distributed peer support” goal is actually built around.
- ☐ **Become a Mental Health First Aid Instructor:** Requires having completed the standard course within the past 3 years, then completing instructor certification training (commonly a multi-day program through the National Council for Mental Wellbeing); certified instructors must teach the course at least three times a year to maintain certification, which is itself the mechanism for spreading this skill through a community.
- ☐ **Understand (don't necessarily pursue) professional licensure:** Full clinical licensure (LCSW, CMHC, psychologist) is a multi-year graduate-level path well beyond this addendum's scope; know that it exists as the real ceiling, and that Stage 4 competency here is peer-level, not a substitute for professional treatment.
- ☐ **Build the distributed peer support network described in Chapter 7's Tier 4:** Chapter 7 calls for multiple trained peer supporters so crisis capability doesn't depend on one person; Stage 4 is where you help recruit and train others toward CPSS or Mental Health First Aid, not just hold the credential yourself.

- ☐ **Extend wellness checks to cover psychological isolation:** Cross-reference Addendum F's (Access & Functional Needs) community wellness-check system; Stage 4 mental health competency is what makes that system actually catch psychological, not just physical, struggle.
- ☐ **Watch for and address supporter burnout:** Chapter 7's Tier 4 explicitly names caregiver/responder burnout as a real risk; a genuinely mature community mental health network includes support for the supporters, not just more training for more people.

Addendum H: Pet Evacuation & Shelter

- ☐ **Pursue veterinary technician training:** Utah State University's Veterinary Technology A.S. degree (Logan) is the only AVMA-accredited program in the state; Broadview University (Layton) and Bridgerland Technical College (Logan) offer additional program options. Utah itself doesn't license vet techs, but national certification through the AAVSB's Veterinary Technician National Exam (VTNE) is the recognized professional credential. This is a serious, multi-year commitment, appropriate if pet/animal care is becoming a real vocation.
- ☐ **Pursue CPDT-KA (Certified Professional Dog Trainer) certification:** Requires 300 hours of documented training experience plus a knowledge-based exam through the Certification Council for Professional Dog Trainers (CCPDT); the recognized professional standard for dog training specifically.
- ☐ **Teach pet first aid to your neighborhood:** A short, repeatable pet first aid and evacuation-kit walkthrough, taught to several neighbors at once, is what actually builds Chapter 8's Tier 4 distributed capability rather than leaving it concentrated in one household.
- ☐ **Build the emergency fostering network described in Chapter 8's Tier 4:** Chapter 8 calls for a rostered network of households willing to foster pets if their owners are incapacitated or displaced; Stage 4 is where you help organize and formalize that roster, not just list it as a goal.
- ☐ **Extend the household photo-ID reunification system to community scale:** Chapter 8's Tier 4 calls for a shared reunification system beyond one household; Stage 4 competency includes actually helping design how lost-pet information gets shared and matched across a wider area.
- ☐ **Connect formally with local shelters' existing disaster protocols:** Chapter 8's Northern Utah Note already points to Salt Lake County Animal Services and the Humane Society of Utah's existing coordination; Stage 4 is where you have an actual working relationship with these organizations before a disaster, not a cold contact during one.

Addendum I: Digital Data & Documents

- ☐ **Complete CompTIA Security+ certification:** The full credential (exam fee approximately \$400) is a genuine, globally recognized professional standard, and is one of the certifications the U.S. Department of Defense accepts as an information assurance baseline; appropriate if digital security work is becoming a real vocation.

- ☐ **Become a commissioned Utah Notary Public:** A real, accessible state credential: pass Utah's notary exam (\$95 fee), pass a background check, secure a \$5,000 surety bond, and file an Oath of Office through the Office of the Lieutenant Governor; the 4-year commission is a genuinely useful community skill for legal document authentication, especially valuable during Chapter 13's post-disaster recovery period when professional services may be scarce.
- ☐ **Pursue Board for Certification of Genealogists credentialing if research has become a real skill:** The Certified Genealogist (CG) credential requires a portfolio-based evaluation by multiple independent reviewers against professional research, analysis, and writing standards; a serious, multi-year pursuit appropriate only if genealogical research has become genuinely important to you, not a general expectation.
- ☐ **Build the distributed community archive described in Chapter 9's Tier 4:** Chapter 9 calls for multiple physical archive locations and a maintained records registry so no single fire or flood erases community records; Stage 4 is where you help design and maintain that system, not just list it as a goal.
- ☐ **Teach digital security basics to your neighborhood:** A short, practiced walkthrough of encryption, password managers, and real 3-2-1 backups, taught to several households at once, meaningfully raises a whole neighborhood's baseline security.
- ☐ **Offer notarization as a real community service:** If commissioned as a notary, actually make that service known and available to neighbors, particularly useful during Chapter 13's post-disaster insurance and legal document period.

Addendum J: Economic & Financial

- ☐ **Complete AFC certification:** The full credential requires AFCPE-approved coursework, passing the AFC exam, 1,000 hours of financial counseling experience, three letters of reference, and adherence to a professional code of ethics; a serious, multi-year commitment appropriate if financial counseling is becoming a real vocation.
- ☐ **Become a Financial Peace University Coordinator:** A genuine, free volunteer role: coordinators don't teach the video content (Dave Ramsey does), but guide group discussion and accountability, hosting at a church, home, or community space; the direct mechanism for spreading Stage 2's budgeting skill through a neighborhood.
- ☐ **Understand (don't necessarily pursue) full financial planning licensure:** A Certified Financial Planner (CFP) credential is a genuinely separate, multi-year professional path focused on investment and retirement planning specifically; know it exists as the real ceiling beyond AFC's counseling focus, and pursue it only if that's a genuine vocational goal.
- ☐ **Help design the local currency/credit system described in Chapter 10's Tier 4:** Chapter 10 calls for a formally designed scrip or credit system with anti-counterfeiting basics and a backing standard; Stage 4 is where your financial counseling and community trade experience directly inform that design.

- ☐ **Organize a recurring community market or trade event:** Chapter 10's Tier 4 already calls for scheduled, predictable trade; Stage 4 is where you help organize and run it, drawing on your Stage 3 trade-network relationships.
- ☐ **Mentor others through real financial hardship, not just teach concepts:** AFC's own required 1,000 hours are built around real client counseling; the equivalent community-scale skill is actually helping a specific neighbor through a real budgeting crisis, not just running a class.

Addendum K: Fitness

- ☐ **Complete NASM or ACE Certified Personal Trainer certification:** The full credential (a 100-question, open-book exam with a 70% passing threshold for NASM, similarly structured for ACE) is a genuine, NCCA-accredited professional standard; appropriate if training and programming for others is becoming a real skill you use regularly.
- ☐ **Understand (don't necessarily pursue) athletic trainer certification:** The BOC's Certified Athletic Trainer (ATC) credential requires a master's degree from a CAATE-accredited program and extensive supervised clinical experience; a genuinely graduate-level professional path well beyond this addendum's scope, worth knowing exists as the real ceiling for injury-management expertise.
- ☐ **Run group training sessions regularly:** Cross-reference Chapter 11's Tier 4 guidance; actually organize and lead recurring group physical training, not a one-time session, since consistency is what builds real community capability.
- ☐ **Build the labor rotation described in Chapter 11's Tier 4:** Chapter 11 calls for a documented, regularly updated community labor rotation schedule; Stage 4 is where you help design and run it, drawing on your Stage 3 rotation experience at household scale.
- ☐ **Match tasks to the full range of physical abilities:** Cross-reference Chapter 11's Tier 4 and Addendum F's (Access & Functional Needs) inclusive-planning guidance; genuine community-scale physical capacity coordination means real task-matching, not an all-or-nothing standard.
- ☐ **Plan for physical role succession:** Chapter 11's Tier 4 already names this; Stage 4 is where you actually identify and begin training who takes over labor-intensive community roles as current people age, are injured, or are lost.

Addendum L: Transportation

- ☐ **Pursue ASE certification:** Automotive Service Excellence (ASE) certification is the recognized national standard for automotive technicians; Utah's NATEF-accredited programs (UVU's Master Automotive Service Technician track, Southwest Tech, SLCC, MTECH) are specifically designed to prepare students for it, typically combined with a year of industry experience for the Master-level credential.
- ☐ **Pursue full bicycle mechanic certification:** Completing UBI's or Barnett's full certification track (written and hands-on performance testing covering wheel building, cable/housing sizing, brake

adjustment, and fit) is the recognized professional standard for bike mechanics.

- ☐ **Teach vehicle and winter-driving safety to your neighborhood:** A short, practiced walkthrough of basic maintenance checks and traction-device installation, taught to several neighbors before winter each year, is a genuinely high-leverage, low-cost teaching investment.
- ☐ **Build the community transport roster described in Chapter 12's Tier 4:** Chapter 12 calls for a roster of who has what vehicle, capability, and skill; Stage 4 is where you help organize and maintain that roster, not just list it as a goal.
- ☐ **Coordinate shared fuel and heavy equipment access fairly:** Cross-reference Chapter 12's Tier 4 and Addendum J's (Economic & Financial) barter/trade framework for how fuel and shared equipment access actually gets allocated fairly across a community.
- ☐ **Distribute mechanic skill, not concentrate it:** Chapter 12's Tier 4 explicitly calls for training more than one community member in vehicle repair; Stage 4 is where you actively teach, not just personally hold the skill.

Addendum M: Post-Disaster Recovery & Rebuilding

- ☐ **Pursue a Utah contractor license:** A B100 General Building Contractor license (or a relevant trade-specific classification) requires 2 years/4,000 hours of construction experience (or an equivalent path through apprenticeship, a construction management degree, or the NASCLA exam), a 25-hour DOPL pre-license course, passing the Prometric trade and business/law exams, and a \$50,000 surety bond plus liability insurance. A serious, multi-year commitment, appropriate if construction work is becoming a real vocation, not a general expectation.
- ☐ **Pursue a Utah public adjuster license:** A genuinely useful credential for someone who wants to formally advocate for policyholders (including neighbors) during insurance claims, requiring Utah's licensing exam and ongoing continuing education.
- ☐ **Train community members in basic damage-assessment triage:** Chapter 13's Tier 4 already calls for this; teach the ATC-20 rapid visual screening approach at a lay level to several neighbors, so a community can self-triage which homes most urgently need a professional inspector.
- ☐ **Build the shared contractor vetting system described in Chapter 13's Tier 4:** Chapter 13 calls for pooling verified contractor information across a neighborhood; Stage 4 is where you help build and maintain that shared referral list, not just list it as a goal.
- ☐ **Coordinate mutual aid rebuilding labor:** Cross-reference Addendum K's (Fitness) community labor rotation and Chapter 4's community governance framework; Stage 4 competency includes actually organizing shared rebuilding labor, not just having the individual skill.

☐ **Support recovery for households less equipped to navigate it alone:** Chapter 13's Tier 4 exists specifically because a single household relearns every recovery lesson from scratch; Stage 4 is where your accumulated competency directly helps a specific neighbor avoid a real, costly mistake.