

Civil Air Patrol

New Member Training Checklist

Bexar County Senior Squadron (BCSS) – 20 August 2010

Over the years, BCSS has found that new members are confused with the many training requirements demanded of new members. Since most of this training must be accomplished before any flying training/qualifications can be started – many new members languish for long periods without any flying participation, and without knowing why they can't participate. In an attempt to keep our new members informed of the training requirements that lead up to flying participation – we've put together this checklist that applies to new CAP BCSS members.

Level 1 (Initial CAP Member Level) Completion:

TRAINING	DESCRIPTION	WHERE IS IT FOUND	RESULTS
eServices Account	CAP electronic record system	https://www.capnhq.gov/CAP.eServices.Web/Default.aspx	Create an account
Foundations	Background/History of CAP	In New Member's Kit or found at http://members.gocivilairpatrol.com/cap_university/level_i_foundations.cfm	Turn in test
CPPT	Cadet Protection Program Training	In New Member's Kit or found at http://members.gocivilairpatrol.com/cap_university/level_i_foundations.cfm	Turn in test
E.O.	Equal Opportunity Training	On-Line https://tests.cap.af.mil/EO_Training/Index.cfm	Recorded automatically
Basic ORM	Basic Operational Risk Management	On-Line http://members.gocivilairpatrol.com/safety/orm_training.cfm	Recorded automatically
Ground Handling Video	Teaches safe ground movement of aircraft	On-Line https://www.capnhq.gov/CAP.MultiMedia.Web/Video.aspx	Recorded automatically
Commander's Initial Interview	Completion of Level 1	Schedule with BCSS Commander at next Squadron Meeting	CC sends CAPF11 to CAP National

GES – General Emergency Services Training:

TRAINING	DESCRIPTION	WHERE IS IT FOUND	RESULTS
CAPT 116- Part1	General Emergency Services Information	On-line https://tests.cap.af.mil/newtests/test.cfm?grp=dos	Turn in certificate
CAPT 117	CAP Test 117, parts 1,2,3 – ES Continuing Education Exams	On-line https://tests.cap.af.mil/newtests/test.cfm?grp=dos	Recorded automatically
ICS-100	Introduction to the National Incident Command System	On-line http://training.fema.gov/EMIWeb/IS/IS100A.asp	Turn in or upload e-mailed certificate.
ICS-700	In introduction to NIMS	On-line http://training.fema.gov/EMIWeb/IS/IS700A.asp	Turn in or upload e-mailed certificate.

Aircrew Specialties' Training:

TRAINING	DESCRIPTION	WHERE IS IT FOUND	RESULTS
Basic Comm User	Basic Radio Communications	Schedule with BCSS as needed	Sign CAPF11 at class
PILOTS	ALSO HAVE TO DO:		
ICS-200	ICS for Initial Action Incidents	On-line http://training.fema.gov/EMIWeb/IS/IS200A.asp	Turn in or upload e-mailed certificate.
CAP Form5	CAP Pilot Check Out	See additional sheet for CAP Pilot check out procedures	Submit all paperwork

This document is on the BCSS website at: <http://www.tx424.com/>