

## ACCESS AND FUNCTIONAL NEEDS ADVISOR (NQS)

TYPE	TYPE 1	NO TYPE 2
DESCRIPTION	<p>The Access and Functional Needs (AFN) Advisor:</p> <ol style="list-style-type: none"> <li>1. Supports and assists state, local, tribal, and territorial agencies' incident management personnel on issues related to people with disabilities and AFN</li> <li>2. Advises incident leadership on physical access, effective communication access, and programmatic access</li> <li>3. Coordinates with subject matter experts, Authority Having Jurisdiction (AHJ), voluntary agencies, community groups, and Nongovernmental Organizations (NGO) and recommends equal access and reasonable modifications</li> <li>4. Assists responders who are identifying and coordinating subject matter experts to help with resources and services, including accessible transportation resources, recovery assistance, search and rescue, public health, emergency messaging, emergency sheltering, feeding, and accessible evacuation operations</li> <li>5. Ensures facilities and services meet all accessibility requirements</li> </ol>	Not Applicable
CATEGORY	CRITERIA	CRITERIA
EDUCATION	<p>Not Specified</p> <p><b>NOTES:</b> Not Specified</p>	Not Applicable
TRAINING	<p>Completion of the following:</p> <ol style="list-style-type: none"> <li>1. IS-100: Introduction to the Incident Command System, ICS-100</li> <li>2. IS-200: Incident Command System for Single Resources and Initial Action Incidents</li> <li>3. IS-700: National Incident Management System, An Introduction</li> <li>4. E/L0197: Integrating Access and Functional Needs into Emergency Planning</li> <li>5. G0191: ICS/EOC Interface</li> </ol> <p><b>NOTES:</b> The Americans with Disabilities Act (ADA) Coordinator Training Certification Program and other relevant coursework related to providing engagement, assistance, and community service coordination and disability accommodations for people with accessibility needs is preferable.</p>	Not Applicable

Superseded



TYPE	TYPE 1	NO TYPE 2
EXPERIENCE	<p>Knowledge, Skills, and Abilities:</p> <ol style="list-style-type: none"><li>1. Familiarity with relevant guidance and legislation, such as:<ol style="list-style-type: none"><li>a. FEMA Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters</li><li>b. ADA</li><li>c. Department of Justice guidance, such as the ADA Checklist for Emergency Shelters and the ADA Best Practices Tool Kit for State and Local Governments</li><li>d. Rehabilitation Act of 1973</li><li>e. Fair Housing Act of 1968</li></ol></li></ol> <p>Experience:</p> <ol style="list-style-type: none"><li>1. Successful completion of the National Qualification System (NQS) Position Task Book (PTB) for the National Incident Management System (NIMS) Access and Functional Needs Advisor, or equivalent AHJ documentation</li><li>2. Experience in a leadership role providing advocacy and community inclusion engagement assistance and support to individuals with disabilities and others with AFN</li></ol>	Not Applicable
	NOTES: Not Specified	
PHYSICAL/MEDICAL FITNESS	<p>Performs duties under light circumstances characterized by working consecutive 12-hour days under physical and emotional stress for sustained periods of time</p>	Not Applicable
	NOTES: Not Specified	
CURRENCY	<p>Functions in this position during an operational incident, exercise, drill, or simulation at least once every five years</p>	Not Applicable
	NOTES: Not Specified	
PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS	<p>Not Specified</p>	Not Applicable
	NOTES: Not Specified	

Superseded

## ORDERING SPECIFICATIONS OR DESIGNATIONS

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1. (X) Can be ordered as an individual asset
2. ( ) Can be ordered in conjunction with a NIMS typed team
3. ( ) Can be ordered in conjunction with a NIMS typed unit
4. Discuss logistics for deploying this position, such as security, lodging, transportation, and meals, prior to deployment
5. This position typically works 12 hours per shift, is self-sustainable for 72 hours, and is deployable for up to 14 days
6. Requestor may specify any additional qualifications necessary based on incident complexity and needs

## REFERENCES

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1. FEMA, National Qualification System (NQS) Position Task Book for Access and Functional Needs Advisor, latest edition adopted
2. FEMA, National Incident Management System (NIMS), October 2017
3. FEMA, NIMS Guideline for NQS, November 2017
4. FEMA, National Response Framework, June 2016
5. FEMA, Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters, November 2010
6. U.S. Department of Justice (DOJ), Americans with Disabilities Act (ADA) Checklist for Emergency Shelters, July 2007
7. U.S. DOJ, Guidance on the 2010 ADA Standards for Accessible Design, September 2010
8. U.S. DOJ, ADA Best Practices Tool Kit for State and Local Governments, December 2006
9. U.S. Department of Education, Rehabilitation Services Administration, Rehabilitation Act, 1973
10. U.S. Department of Housing and Urban Development, Fair Housing and Equal Opportunity (FHEO), Fair Housing Act, 1968

## NOTES

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Nationally typed resources represent the minimum criteria for the associated category.

*Superseded*