

# Arizona Qualification System

## FREQUENTLY ASKED QUESTIONS

### WHAT IS AQS?

The Arizona Qualification System is a program that creates a deployable workforce of qualified, certified and credentialed personnel to support incidents of all types and sizes.

### WHAT IS A PTB?

The Position Task Book (PTB) is a document that tracks completion of requirements that fall within each specific position and must be observed by a qualified evaluator.

### WHAT IS A GOLD CARD?

A Gold Card is the state credential issued by the Arizona Department of Emergency and Military Affairs (DEMA).

### WHO IS THE AQS DESIGNED FOR?

The AQS is designed to support qualification, certification, and credentialing for all emergency management and support personnel within the state. If you follow the Incident Command System (ICS) the AQS can support you and your organization.

### BASICS OF AQS

#### WHAT IS THE AQS?

The Arizona Qualification System is a program that creates a deployable workforce of qualified, certified and credentialed personnel to support incidents of all types and sizes.

#### WHY IS THE AQS NEEDED?

The AQS supports the National Incident Management System (NIMS), Emergency Management Performance Grant (EMPG) requirements and statewide preparedness and response for emergencies, events and incidents at the request of the Agency Having Jurisdiction (AHJ).

#### WHO IS THE AQS DESIGNED FOR?

The AQS is designed to support qualification, certification, and credentialing for all emergency management and support personnel within the state. If you follow the Incident Command System (ICS) the AQS can support you and your organization.

#### IS THE AQS THE SAME AS THE NATIONAL WILDFIRE COORDINATING GROUP RED CARD SYSTEM?

No. The AQS is a separate all-hazards credentialing system that aligns with the FEMA National Qualification System (NQS).

#### DOES AQS QUALIFY EMERGENCY OPERATIONS CENTER (EOC) PERSONNEL?

Yes, EOC relevant Position Task Books (PTB) contain EOC skill sets which allow personnel to be Gold Carded to function in an EOC.

#### WHAT IS THE AQS HELP DESK?

The AQS Help Desk is staffed by DEMA personnel and assists with questions and concerns related to the AQS. The Help Desk can be reached by email: [AQS@azdema.gov](mailto:AQS@azdema.gov).

#### ARE THERE COSTS ASSOCIATED WITH PARTICIPATING IN THE AQS?

The AQS is free for all organizations to participate in. To maintain state and national standards some PTBs require training courses that may have costs associated with them. The administration and training of personnel will continue to be a responsibility of their respective AHJ.

### GOLD CARD

#### WHAT IS A GOLD CARD?

A Gold Card is the state credential issued by the Arizona Department of Emergency and Military Affairs (DEMA).

#### HOW DO I GET A GOLD CARD?

After fulfilling all requirements of an AQS PTB, your PTB can be submitted to the State Qualification Review Board (QRB) for review. After receiving a positive recommendation from the QRB, your agency Certifying Officer may sign off your PTB as complete and submit to the DEMA Quality Control Officer (QCO) for your Gold Card credential.

#### DOES MY AGENCY HAVE TO USE AQS?

No. AQS is an opt-in system which you can use to qualify, certify and/or credential personnel. To receive the Gold Card you must follow the entire process.

#### DOES AQS HAVE VALUE IF THE GOLD CARD IS NOT ATTAINED?

Yes. The AQS represents best practices and standardized procedures that support all agencies and organizations within emergency management. AQS participation meets requirements for EMPG fund applicants and supports mutual aid through standardized ICS positioning and personnel development.

## **CREDENTIALING AND POSITION TASK BOOK (PTB)**

### **WHAT IS A PTB?**

The PTB is a document that tracks completion of requirements that fall within each specific position and must be observed by a qualified evaluator.

### **HOW DO I BEGIN THE PROCESS OF GETTING CREDENTIALLED AND RECEIVING A GOLD CARD?**

Contact your AHJ to discuss the required prerequisites before initiating a Position Task Book.

### **HOW DO I GET MY PTB TASKS SIGNED OFF?**

Qualified personnel can sign off during exercises, events and incidents. Your supervisor may sign off as allowed by the position specific PTB.

### **HOW DOES THE AQS SUPPORT MY COMPLETION OF PTB TASKS?**

The AQS encourages its partners to share opportunities at incidents, events and exercises.

### **HOW LONG DO I HAVE TO COMPLETE MY PTB?**

You have 5 years to complete your PTB. Most PTBs require significantly less time than 5 years.

### **CAN I SEE THE DATABASE FOR CREDENTIALLED PERSONNEL?**

Yes. AQS will be using the FEMA PrepToolkit Resource Inventory System (RIS) to track credentials across the state. AHJs will designate an individual who will have viewing capabilities.

### **CAN I USE THIS FOR BOTH ICS AND EOC OPERATIONS?**

Yes. The objective is to train personnel that can operate in an EOC and within ICS.

### **WILL MY RED CARD STATUS TRANSFER TO THE GOLD CARD?**

No. An AQS PTB must be completed. However, you may use any part of the Red Card PTBs that apply to the AQS PTB. The AQS PTB must be submitted to the AQS QRB for review.

### **DOES AQS ALLOW FOR HISTORICAL RECOGNITION?**

Yes. The AQS will allow for historical recognition documentation to complete a PTB. Examples include, but are not limited to, Incident Action Plans, Tactical Plans, Operation Plans, other completed PTBs, etc.

## **REQUIREMENTS**

### **ARE AQS CREDENTIALS A REQUIREMENT FOR ARIZONA MUTUAL AID COMPACT (AZMAC) AND EMERGENCY MANAGEMENT ASSISTANCE COMPACT (EMAC) DEPLOYMENTS?**

Credentials are not a requirement for AZMAC requests; however, due to NQS recommendations, EMAC requests may be filled with credentialed personnel.

### **WILL THIS SYSTEM MEET EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) REQUIREMENTS?**

Yes. The AQS fulfills the EMPG requirements for the NQS.

## **ONERESPONDER**

### **WHAT IS ONERESPONDER?**

OneResponder is a secure, cloud-hosted system for organizations to manage personnel qualifications. This is not a deployment system; it is a practical online system to help jurisdictions manage their personnel and individual responders manage their qualifications and training history.

### **DOES MY AGENCY HAVE TO USE ONERESPONDER?**

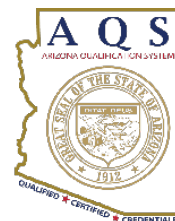
Using OneResponder is not required. OneResponder is a free FEMA platform designed for agencies to manage training records and the PTB completion process.

### **DO I GIVE UP AUTHORITY IF I USE CREDENTIALLED AQS PERSONNEL?**

The AHJ does not give up authority or control of the incident. However, the AHJ may decide to issue a delegation of authority or mission assignment.

### **IS AQS COMPATIBLE WITH THE NIMS NQS?**

Yes.



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