



## **AVADE® Active Shooter Instructor (train-the-trainer) Certification Course**

The AVADE® Active Shooter training program is designed to complement your organizations Workplace Violence Prevention Training Program. Active Shooter - Extreme Violence is just one category of violence occurring in our workplace. The instructor course involves scenario based exercises, group interaction, discussion, lecture, simulations and hands-on techniques. The AVADE® Active Shooter training is modular based and can be adapted into a variety of scheduling and training dynamics.

Upon successful completion of the 8hr. (1-day) AVADE® Active Shooter certification program, Instructors will receive the following:

- AVADE® 3-year In-house Instructor certification – Personal Safety Training Inc.
- **Prerequisite:** Must attend the 3 Day AVADE® WPV Prevention Instructor Course (unless otherwise approved by PSTI).
  
- Authorization to train and certify staff in the:
  - AVADE® 2 hr certification course (classroom)
  - AVADE® 4 hr certification course (escape, hide, barricade, attack & tourniquet drills )
  - AVADE® 1-day certification course (includes all of the above & simulation/scenario based drills)
  
- The AVADE® Active Shooter Instructor package includes:
  - *Flash Drive with the AVADE® 2 hour, 4 hour, and 1-day programs*
  - *AVADE® Active Shooter Instructor Manual*
  - *AVADE® Active Shooter Student Guide*
  - *“SURVIVE an Active Shooter” Awareness, Preparedness and Response for Extreme Violence – text book.*
  - *AVADE® Active Shooter Student Handouts and Training Forms*
  - *“Be Safe Not Sorry” – the Art and Science of keeping YOU and your family Safe from crime and violence.*
  - *Sample policies on: workplace violence, active shooter, hazmat & more...*
  - *Maintenance of training records*
  - *Continual support from AVADE® Personal Safety Training Inc.*

## **AVADE® Active Shooter Instructor Course Outline**

### **Introduction**

- What is the AVADE® Active Shooter Training?
- Questions to Consider
- What is Workplace Violence?
- Workplace Violence Defined
- The AVADE® Philosophy

- AVADE® Awareness-Preparedness & Response
- Modular Based Training
- Benefits of AVADE® Active Shooter Training

### **Module One- Active Shooter Awareness**

- Awareness Defined
- Questions to Consider
- Active Shooter Defined
- Active Shooters AKA
- Self-Awareness
- Situational Awareness
- Responses to an Active Shooter
- Developing and Increasing Awareness

### **Module Two- Don't Give Them Any Honor!**

- Insane People Keep Killing
- What do they have in common?
- Common Characteristics
- Similarities of Active Shooters
- FBI and Secret Service Studies Analysis

### **Module Three- What We Know About Active Shooters**

- Extreme Violence
- Environmental Awareness
- US Incidents of Active Shooter
- Active Shooter Incident Stats
- Active Shooter Incidents are Increasing
- What we Know about Active Shooters

### **Module Four- Vigilance for Violence**

- Vigilance
- Hypervigilance
- The Five Senses
- The Sixth Sense
- Trust Your Intuition
- Messages of Intuition
- If You See Something, Say Something!

### **Module Five- Who Commits Violence**

- Characteristics of Individuals who Commit Violence
- Terrorism or Workplace Violence
- Don't Be Easy Prey: Don't Be a Victim!
- Motivations of an Active Shooter
- See It, Hear It, Report It
- Predictions of Violence

- The 5 Stages of an Active Shooter

### **Module Six- YOU Have the Right to Defend Yourself**

- Self-Defense
- Types of Assault
- Lawful Use of Defense
- Use Of Force
- Levels of Force & Defense
- Reasonable Force

### **Module Seven- The Stress Continuum**

- The Stress Continuum
- Stress
- Fear
- Fight-Flight-Freeze
- Putting the Brakes on the Fight-Flight-Freeze

### **Module Eight- Escape-Escape-Escape**

- Rules for Surviving an Active Shooter
- Rule #1 Escape!
- Escape Plan
- Questions to Consider
- Environmental Awareness
- 360 View of Environmental Awareness
- Developing Escape Plans

### **Module Nine- Hide, Call and Barricade**

- Rules for Surviving an Active Shooter
- Rule #2 Hide and Cover
- Safe Place
- Questions to Consider
- Rule #3 Call
- 911 and Operators
- Rule #4 Lock Doors
- Questions to Consider
- Rules for Surviving an Active Shooter
- Rule #5 Barricade
- Questions to Consider
- Telephone Safety – Cell Phones

### **Module Ten- Attack the Attacker**

- Rules for Surviving an Active Shooter
- Rule #6 Attack
- Last Resort
- Questions to Consider

- Target Areas to Strike
- Duck and Cover?
- Mental Movies
- The Amazing Mind
- Weapons and Improvised Weapons

### **Module Eleven- Law Enforcement, Post Incident Response & Documentation**

- Law Enforcements Priority
- Police Entry Teams
- Questions to Consider
- Post Incident Response
- Post Incident Documentation
- Elements of Reporting Self-Defense or Force
- Civilian Levels of Defense
- Stop the Bleed (use of tourniquets)

### **Module Twelve- Honoring the Victims and Heroes**

- Victims and Heroes
- Civilian Interveners
- Police (on and off duty)
- EMS/FIRE Personnel
- Healthcare Personnel
- Trainers/Teachers
- State and Federal Organizations
- YOU, for being willing to act-and help others

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### **Escape Strategies & Drills**

- Rule #1
- Environmental Awareness
- Plan A, B and C
- Know your House!
- Alternate Escape Routes
- Safe Place
- Practice Session

### **Hide & Cover Strategies & Drills**

- Rule #2
- Environmental Awareness
- Plan A, B and C
- Know your House!
- Doors and Door Lock Awareness
- Concealment vs. Cover
- Bullet Penetration

- Practice Sessions

### **Alert (911) Strategies & Drills**

- Rule #3
- WWWWWH
- Know your Phones
- Practice Session

### **Barricade Strategies & Drills**

- Rule #5
- Environmental Awareness
- Chairs, Tables and More
- Door Swing
- Placement in Room
- Plan to Die or Plan to Live?
- Practice Sessions

### **Attack the Attacker Strategies & Drills**

- Rule #6 Last Resort!
- Mind Set
- Solo or Team
- Weapons & Improvised Weapons
- High Risk Target Areas
- Incapacitation & Control
- Practice Session

### **Stop the Bleed Strategies & Drills**

- Stop the bleed campaign
- Statistics on hemorrhages
- Saving Lives
- Placement on Limbs
- Documentation Procedures
- Practice Session

### **Active Shooter Simulation Drills**

- Rules #1-7
- Putting it all together
- SAFETY RULES!
- Notifying those who need to know.
- Post Drill Debrief
- Lessons Learned
- Do overs!

## Post Incident Management

- Keeping the Agency Operational After the Event
  - Mutual Aid Agreements
  - Use of Outside Agencies
  - Preparing for the Media Before an Incident
  - Post Incident Best Practices
  - Debrief-Debrief-Debrief
  - AAR
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## Appendix I

- About the Author
- Bibliography, Reference Guide and Recommended Reading
- Sample Policies and Procedures

## Appendix II

### Trainers Development Tools and Techniques

The effective Instructor knows that through his/her interaction with their class that motivation and inspiration are needed to effect any long lasting change. This comprehensive instructor development section provides proven instructional techniques to enhance learning and retention of the AVADE® material taught.

## Appendix III

### Instructor Forms and Requirements

- Instructor Forms & Requirements
- Instructor Qualifications
- Student Training Requirements
- Registration Forms
- Student Test / Answer Key
- Roster
- Skills Test
- Order Form
- Feedback Form
- Training Courses for You and Your Agency

## AVADE® Active Shooter Instructor Requirements & Procedures

### Instructor Procedures

- Certified instructors shall provide training in the AVADE® Active Shooter training program to individuals in YOUR agency only.
- Each person trained in the AVADE® Active Shooter training program must receive an AVADE® Active Shooter Student Manual for their initial certification.

The AVADE® Active Shooter Instructor is responsible for purchasing the student manuals from Personal Safety Training Inc. Copying of the student manuals is strictly prohibited © Copyright Laws.

- AVADE® Active Shooter Instructors are required to acknowledge that they are not agents or employees of Personal Safety Training Inc.
- Trainers will thoroughly explain safety and liability requirements to all trainees.
- Every individual trained in the AVADE® Active Shooter training program must be registered with Personal Safety Training Inc. Instructors are required to submit the original student registration form and student roster form within seven (7) days to Personal Safety Training Inc.

These records will be maintained by:

Personal Safety Training Inc.  
P.O. Box 2957  
Coeur d' Alene, ID 83816 USA or  
Fax: 208-777-7001

**Instructors are required to utilize their trainer's manual and the methods set forth within.**

#### **AVADE® Active Shooter Instructor Qualifications**

- AVADE® Active Shooter One Day Instructor Course
  - The Instructor must pass a thirty five question written exam with an 85% or better. One re-test allowed.
  - Instructor must pass a trainers presentation with an acceptable rating.
  - Instructor must pass the proficiency skills test with an acceptable rating.
  - Instructor must adhere to all requirements and guidelines as set forth in this instructor's manual.
  - Recertification as an Instructor is required every three years.

#### **AVADE® Active Shooter Student Training Requirements**

- AVADE® Active Shooter 2hr, 4hr and 8hr Training Course Certifications
  - Student must pass the ten or twenty question written exam with an 80% or better. One re-test allowed. If student fails re-test, course must be taken over again.
  - Student must pass the proficiency skills test (if applicable) with an acceptable rating.
  - Recertification is required every other year. (no time requirement for recert) \*Student must pass written and proficiency test for recertification.  
\*Yearly training is recommended.

*Call us today to schedule AVADE® Active Shooter training – for YOU and your agency.  
Toll Free: 1.866.773.7763 or Outside the US: (208) 664-5551  
On-Site Training is available. Please call for pricing and availability.*