

Canadian Police Knowledge Network

Course Training Standard

**CANADIAN
POLICE
KNOWLEDGE
NETWORK**



**RÉSEAU
CANADIEN DU
SAVOIR
POLICIER**

Death Notification

Canadian Police Knowledge Network Course Training Standard

Revision History

Course Title: Death Notification
Date of Course Design: August 8, 2008
Date of Course Launch: September 16, 2008

Date of Revision: September 24, 2009
**Name of Person
Responsible for
Change(s):** CPKN
Summary of Change(s):

- Minor spelling/grammar corrections

Date of Revision:
**Name of Person
Responsible for
Change(s):**
Summary of Change(s):

Canadian Police Knowledge Network

Course Training Standard

Course Outline/Calendar Description

Course Title: Death Notification

Delivery Method: Online

Course Description: Informing someone of the sudden death of a loved one is one of the most difficult tasks an emergency response professional has to perform. Apprehensions surrounding death notification include feeling untrained, coping with survivors' reactions, and facing personal fears about death. Knowing what is appropriate to say and do during such a traumatic event is not easy.

This course is adapted from classroom training offered by Mothers Against Drunk Driving (MADD). It teaches police officers, victim support workers, and other emergency services personnel the most current, proven, and compassionate approaches to death notification. It also provides learners with the skills necessary to lay their own apprehensions about death aside while they support the next of kin during the notification and help them cope with a death.

Course Objective(s):

- Recall common apprehensions about performing a death notification
- Recall the fundamental elements of a death notification
- Identify the needs of next of kin and recall what is appropriate to say during a notification
- Recall protocols for viewing the deceased and concerns of the bereaved
- Recall how to help victims heal

Evaluation Standard:

Students will complete a final assessment consisting of 10 questions per lesson (for a total of 50 questions). Students will have unlimited attempts to successfully pass the evaluation. Pass criteria is 80%.

Target Audience: Police Officers/emergency services personnel

Duration: Two (2) hours

Price: \$50.00

Prerequisite(s): None

Language(s): English

Special Notes: None

Canadian Police Knowledge Network

Course Training Standard

Content Provider/Subject Matter Expert(s)

Content Provider(s): Mother's Against Drunk Driving (MADD)

Subject Matter Experts:

Content for this course was developed by:

Lloyd Grahame is a retired member of the Windsor Ontario Police Service. Throughout his thirty-year career he served in nearly every aspect of policing. Mr. Grahame is also a trained trauma counsellor and coordinated the Windsor Police Service Peer Counselling/Stress Management Unit. In 1989, he was seconded to the Ontario Police College and served for three years as a full time instructor in the Police Leadership/Management Training Unit. Mr. Grahame completed his police career, in 1995, as the Staff Sergeant in charge of Community and Support Services and was the Media Relations Officer for the Windsor Police Service.

Mr. Grahame is presently working with MADD Canada, and was instrumental in the development of the Death Notification Training Program for police and emergency service personnel. He now delivers this training package on behalf of MADD Canada and has trained over 12,500 people in more than 200 presentations across Canada.

Wanda Kristensen is MADD Canada's National Director of Programs and is responsible for Chapter, Victim, and Youth Services. She gained first-hand knowledge of victim issues after her 16-year-old son Dave was killed in an impaired driving crash. Wanda has worked extensively with victims and produced a number of educational victim-related videos and multi-media high school assembly programs. In addition, she is responsible for the training program for MADD Canada's Victim Services Volunteers (VSVs) and organizing MADD Canada's Annual National Victims' Weekend.

Wanda is a graduate of the Volunteer Management Program, CVA certified, a trained VSV for MADD Canada, a trained facilitator for Bereaved Families, and a member of the Association for Volunteer Administration. She is also a member of ADEC, the Association for Death Education and Counselling.

Canadian Police Knowledge Network

Course Training Standard

Course Evaluation Strategy

Evaluation Strategy

This course contains one form of evaluation—a final assessment at the end of each lesson.

The final assessment provides a scorable/trackable function that assesses the learner on their overall knowledge gain. The final assessment serves two functions: it provides the learner with a pragmatic utilization of the knowledge; and provides data to the learner's organization so that it can provide the learner with additional remediation, or identify areas in the content that require critical attention and improvement.

Criteria	Final Assessment
Question Creation	CPKN/Content Provider
Question Types	<ul style="list-style-type: none">• Multiple Choice• True/False
Question Numbers	Pool of 50 questions – 10 questions asked on final assessment per lesson
Feedback	Correct/Incorrect
Remediation	Completion of final assessment will list areas that require review
Tracking and Scoring	Tracked and scored
Number of Attempts	Unlimited
Passing Criteria	80%
Reporting Requirements	Completion and scores

Canadian Police Knowledge Network

Course Training Standard

Lesson Outline

Course Title: Death Notification

Lesson Title: Death Notification

Duration: 15 minutes

Lesson Objective(s):

- Recall common apprehensions about performing a death notification

Lesson Topic(s):

- Common Apprehensions
- Personal Fears

Evaluation Standard:

Final Assessment

Resources Required:

- None

Special Notes:

Canadian Police Knowledge Network

Course Training Standard

Lesson Outline

Course Title: Death Notification

Lesson Title: Fundamentals of a Notification

Duration: 45 minutes

Lesson Objective(s):

- Recall the fundamental elements of a death notification

Lesson Topic(s):

- Research
- Check
- Rehearse
- Notify
- Assist
- Depart
- Debrief

Evaluation Standard:

Final Assessment

Resources Required:

- None

Special Notes:

Canadian Police Knowledge Network

Course Training Standard

Lesson Outline

Course Title: Death Notification

Lesson Title: Next of Kin

Duration: 30 minutes

Lesson Objective(s):

- Identify the needs of next of kin and recall what is appropriate to say during a notification

Lesson Topic(s):

- Needs of Next of Kin
- Possible Gender Differences
- What NOT to Say
- What NOT to Do
- What TO Do

Evaluation Standard:

Final Assessment

Resources Required:

- None

Special Notes:

Canadian Police Knowledge Network

Course Training Standard

Lesson Outline

Course Title: Death Notification

Lesson Title: Viewing

Duration: 15 minutes

Lesson Objective(s):

- Recall protocols for viewing the deceased and concerns of the bereaved

Lesson Topic(s):

- Viewing the Deceased
- Concerns of the Bereaved
- Factors Contributing to Traumatization

Evaluation Standard:

Final Assessment

Resources Required:

- None

Special Notes:

Canadian Police Knowledge Network

Course Training Standard

Lesson Outline

Course Title: Death Notification

Lesson Title: Helping Victims Heal

Duration: 15 minutes

Lesson Objective(s):

- Recall how to help victims heal both during and after a death notification

Lesson Topic(s):

- Survivor Needs During Death Notification
- Victim Assistance Professionals
- Death Notification Protocol

Evaluation Standard:

Final Assessment

Resources Required:

- None

Special Notes: