

## MRC REGISTRATION CRITERIA

The Office of the Surgeon General (OSG)/Office of the Civilian Volunteer Medical Reserve Corps (OCVMRC) is committed to helping establish a strong, viable national network of local MRC units. In order to be approved for initial registration, and to continue that registration status, MRC units must continually meet the unit registration criteria outlined below. These registration criteria encompass the basic and fundamental principles necessary to successfully implement and administer an MRC. These criteria serve as a baseline that allows the OSG/OCVMRC to monitor and evaluate initial and ongoing efforts of individual MRC units.

- MRC unit is affiliated with an appropriate local sponsoring/housing organization (a public or private non-profit, community-based organization).
- MRC unit has an identified leader.
- MRC unit establishes and maintains partnerships with key local community/government stakeholder groups and is integrated in the local public health, medical and emergency services infrastructure
- MRC unit verifies the credentials of members with professional licenses/certifications (at a minimum, ensures that licenses are current and unencumbered). To the extent possible, this should be done in coordination with the State registry/ESAR-VHP.
- MRC unit has plans in place for establishing, implementing and sustaining the unit, and considers the following elements:
  - Mission, goals and objectives of the unit
  - Organizational structure (allows for management and utilization of volunteers)
  - Volunteer Management (recruitment, engagement, recognition and retention)
  - Process for volunteer screening and verification of professional credentials
  - Identification of, and partnerships with, key local community/government stakeholders
  - Integration into local and state plans for public health and emergency response
  - Training (utilizing NIMS requirements and the MRC Core Competencies)
  - Volunteer activation/utilization
  - Sustainability
  - Evaluation
- MRC unit participates in public health, preparedness and emergency response activities
- MRC unit is active in the MRC network (regionally and/or nationally), and considers the following elements:
  - Participates in state, regional and/or national MRC meetings
  - Shares information with other MRC units (listserv, promising practices, training resources, etc.)
  - Maintains/updates unit profile on the MRC website (including current contact information, volunteer numbers, recent activities, extended profile information, etc.)
  - Participates in annual MRC Technical Assistance Assessments
  - Interacts with MRC Regional Coordinator