



# **Advanced Professional Series (APS) Guide**

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# Advanced Professional Series Guide

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# Advanced Professional Series Guide

## BACKGROUND AND OVERVIEW

The **Advanced Professional Series (APS)** is a nationally recognized training pathway developed by FEMA and adopted by the **Florida Division of Emergency Management (FDEM)** to enhance the professional development of emergency management practitioners.

### GOAL:

The APS program is designed to build the practical knowledge and management skills required to effectively lead local, state, and tribal emergency management programs. It bridges foundational emergency management principles with advanced, scenario-based learning.

### PROGRAM DELIVERY:

APS courses are delivered through:

- **State Emergency Management Agencies (including FDEM)**
- **The National Domestic Preparedness Consortium (NDPC)**
- **The FEMA Emergency Management Institute (EMI)**

Learners may complete APS courses in-person, virtually, or in a hybrid format, as scheduled within SERT TRAC at <https://trac.floridadisaster.org/trac/loginform.aspx>.

## TARGET AUDIENCE

The APS program is intended for:

- Local and state emergency management professionals
- Emergency coordinators from partner agencies and jurisdictions
- Individuals seeking advanced leadership and coordination skills in disaster preparedness, response, recovery, and mitigation

## PROGRAM REQUIREMENTS

To earn the Advanced Professional Series Certificate of Completion, students must complete:

- **Five (5) Required Core Courses**, and
- **Five (5) Elective Courses** selected from the approved APS elective list

All course completions must be documented through certificates of completion and verified by the State Training Coordinator.



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Effective January 1, 2026, the APS updated requirements will take effect.

## REQUIRED APS COURSES

Course Code	Title	Delivery Method	Estimated Hours
G-191	Incident Command System/Emergency Operations Center Interface	Classroom	8 hrs
G-205 or E-210	Recovery from Disaster: The Local Government Role	Classroom/Online	12 hrs
FL-393	Mitigation for Emergency Managers	Classroom	12 hrs
G-557	Rapid Assessment Workshop	Classroom	8 hrs
G-2300	Intermediate Emergency Operations Center Functions	Classroom	24 hrs

## ELECTIVE APS COURSES (CHOOSE ANY 5)

Course Code	Title	Delivery Method	Estimated Hours
E/L/K-105, E/L-388, or E/L-952	Public Information Officer Series	Online/Classroom	8–24 hrs
E/G-141	Instructional Presentation & Evaluation Skills	Classroom	22.5 hrs
E/L/K-146	Homeland Security Exercise & Evaluation Program (HSEEP)	Classroom	16 hrs
E/L/K-1301	Continuity Planning	Classroom	16 hrs
FL-FROC-653	A Comprehensive Approach to F-ROC Administration	Classroom	8 hrs
FL-FROC-656	F-ROC Forms	Classroom	4 hrs
G-108	Community Mass Care & Emergency Assistance	Classroom	16 hrs
G-235	Emergency Planning	Classroom	16 hrs
G-271 or IS-271.a	Hazardous Weather & Flood Preparedness	Online/Classroom	8–10 hrs
G-288	Local Volunteer & Donations Management	Classroom	8 hrs
G-358	Evacuation & Re-entry Planning	Classroom	12 hrs
G-372	Flood Response Operations	Classroom	8 hrs
G-272	Warning Coordination	Classroom	8 hrs
G-386	Mass Fatalities Incident Response Course	Classroom	8 hrs
L-363	Multi-Hazard Planning for Higher Education	Classroom	16 hrs

## HOW TO REQUEST APS COURSE OFFERINGS

APS courses are coordinated statewide through collaboration amongst:

- **Integrated Preparedness Planning (IPP) Process**
- **Education and Training Development Section**

**FDEM SMEs and Trainers:** Requests to host or schedule APS courses should align with the annual IPP cycle and be submitted via the [Training and Exercise Request Form](#) or through direct coordination with your assigned Regional Training and Exercise Manager.

Course schedules and seat availability are published within SERT TRAC at <https://trac.floridadisaster.org/trac/loginform.aspx>



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## CERTIFICATE REQUEST & VERIFICATION PROCESS

### CURRENT PROCESS (SERT TRAC)

Students who complete all course requirements should submit verification for the APS Certificate of Completion by emailing the State Training Officer:

Email: [FDEM.STO@em.myflorida.com](mailto:FDEM.STO@em.myflorida.com)

### INCLUDE:

1. Copies of completion certificates for each required and elective course
2. Your full mailing address for certificate delivery

## TRANSITION TO GENIUS SOLUTIONS (DIGITAL CERTIFICATE)

As FDEM transitions from SERT TRAC to the new FDEM Training Platform, the APS certificate process will become fully digital.

- Students will no longer need to manually send email submissions.
- Course completions will be automatically tracked in the new FDEM Training Platform.
- Upon meeting program requirements, a digital certificate will be issued electronically by FDEM.

Future guidance and registration information for new FDEM Training Platform will be available at [floridadisaster.org/training](http://floridadisaster.org/training).

## FOR FURTHER INFORMATION

If you have any questions or need additional guidance, contact:

**Florida Division of Emergency Management, State Training Officer**

Email: [FDEM.STO@em.myflorida.com](mailto:FDEM.STO@em.myflorida.com)