



Guidelines for the Firefighter Part I Certificate of Completion Program

(Volunteer Firefighter)

Division of the State Fire Marshal
The Florida State Fire College

Revision 1.7, OCTOBER 2012

The standard of firefighter training as required by Florida State Statute 633 and Florida Administrative Codes 69A-37 and 69A-62 to be a Volunteer Firefighter is the completion of Part I of the State of Florida Minimum Standards Course. This document provides guidelines for meeting this requirement.

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Overview

The standard of firefighter training as required by Florida State Statute 633 and Florida Administrative Codes 69A-37 and 69A-62 to be a Volunteer Firefighter is the completion of *Part I of the State of Florida Minimum Standards Course*.

A significant portion of this training can now be completed through a blended learning approach that combines both “on-line” and practical skill components. The on-line portion can be taken in lieu of the traditional classroom lecture and satisfies most of the required academic objectives. Validation of this training is met by retaining copies of quiz scores upon completion of the on-line program.

The following academic components make up the *Part I Minimum Standards Curriculum* and are available on-line:

- Firefighter I Curriculum
- National Incident Management System (NIMS); ICS100 & IS700
- Wildland Firefighter Training– S130 & S190
- EMS First Responder

The Firefighter I curriculum includes practical skill development. Completion of the practical skills is demonstrated by completion of a *Firefighter I Practical Skill Task Book*. Skill achievement is validated by both a primary and secondary instructor’s approval once the student meets the objectives. In addition to completion of the required practical skills, all students are required to participate in live fire training scenarios coordinated by a certified Live Fire Training Instructor. Students who meet all combined objectives receive a *Certificate of Completion – Firefighter Part I*.

Volunteer Firefighters who have successfully completed the Firefighter Part I curriculum standard are able to operate in the “exclusionary or hot zone” and in an Immediately Dangerous to Life or Health (IDLH) environment. Other volunteers who do not meet this level of training may support the overall operation as long as they are always in a safe zone and are only performing duties they have been “trained commensurate to duty”.

“Trained commensurate to duty” means that the person must have documented training in the specific task assigned or a combination of skills required to accomplish any series of tasks which may be assigned to that individual, given a set of conditions or circumstances that the individual may undertake. Anticipated special circumstances such as hazardous materials operations, technical rescue, and similar conditions or circumstances require additional training.

The National Incident Management System (NIMS) ICS 100 curriculum introduces the incident command system (ICS) and provides the foundation for higher level ICS training. Its focus is on the history, features, and principles, along with the organizational structure of Incident Command. The NIMS IS 700 curriculum introduces the NIMS and provides a consistent nation-wide template to enable all agencies to work together during incidents.

The Wildland Firefighter S130 curriculum addresses the basic skills required of all wildland firefighters and includes a field exercise. The Wildland Firefighter curriculum S190 is an introduction to wildland fire behavior including factors that affect the spread of wildfire and recognition of potentially hazardous situations.

The Emergency Medical Services (EMS) First Responder curriculum is an introduction to basic life support and emergency care.

Responsibilities

The following guidelines should be followed when pursuing Firefighter Part I training:

RESPONSIBILITIES OF SPONSORING FIRE DEPARTMENT OR TRAINING CENTER

Prior to course:

1. Confirm each student is a minimum of 18 years old
2. Complete and **retain** medical examination form (DFS-K4-1022) for each student

NOTE: The Bureau of Fire Standards and Training (BFST) strongly recommends submitting fingerprints of each student or volunteer firefighter candidate to your local law enforcement agency for a background check.

At beginning of course:

1. Contact the Florida State Fire College's Training Supervisor who will assist in:
 - Identifying a certified instructor for course delivery
 - Selection of an on-line Firefighter I curriculum
2. Obtain class offering approval from the Florida State Fire College
3. Make class information entries, including student roster, into FCDICE (Fire College Database)

At completion of course:

1. Ensure students have completed all training requirements of the Firefighter Part I Curriculum
2. **Submit** the following to the Bureau of Fire Standards & Training:
 - Completed *Application for Certificate of Completion: Firefighter Part I form*
 - Completed *Firefighter I Practical Skill Task Book*
3. Sponsoring Fire Department or Training Center **shall retain** copies of the following documents:
 - Copy of completed *Application for Certificate of Completion: Firefighter Part I form*
 - Copy of completed *Firefighter I Practical Skill Task Book*
 - Copy of all student quiz scores indicating passing rate of at least 70%
 - Certificate of completion: NIMS training (ICS100 & IS700)
 - Certificate of completion: Wildland Firefighter (S130 & S190)
 - Certificate of completion: EMS First Responder or equivalent

RESPONSIBILITIES OF THE INSTRUCTOR

1. Enter class roster into FCDICE system
2. Monitor student progress of "on-line" component if applicable
3. Provide supplemental training to meet Firefighter I objectives
4. Coordinate practical skill training for students
5. Complete *Firefighter I Practical Skill Task Book*
6. Ensure signature of second instructor in *Firefighter I Practical Skill Task Book**
*(*Note: 2nd Instructor must not have been one of the primary instructors involved in practical skill training)*
7. Ensure live fire training scenario is managed by a certified Live Fire Training Instructor
8. Provide instructor signatures on *Application for Certificate of Completion: Firefighter Part I*

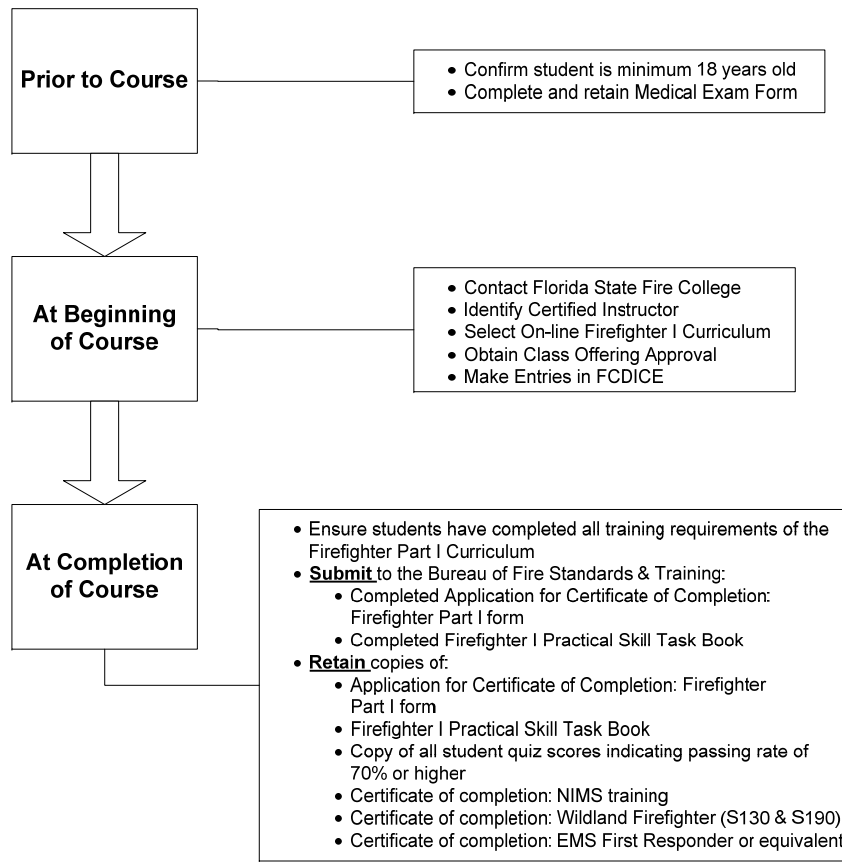
RESPONSIBILITIES OF THE BUREAU OF FIRE STANDARDS & TRAINING

1. Coordinate selection and approval of on-line providers
2. Review and approve class offerings
3. Coordinate & identify certified instructors
4. Review, approve or deny applications
5. Issue Certificate of Completion – Firefighter Part I

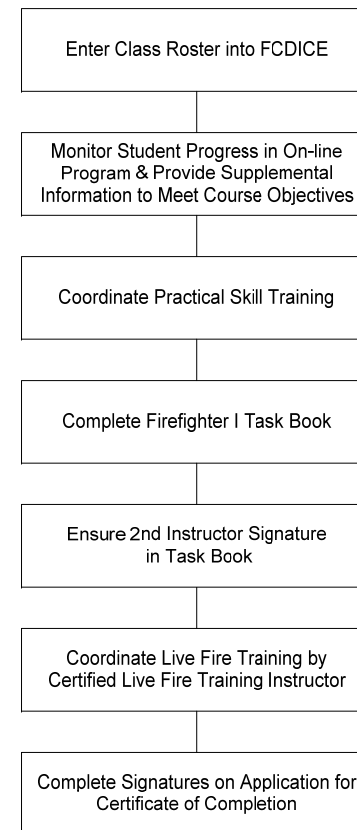


Division of State Fire Marshal The Florida State Fire College Guidelines for Volunteer Fire Departments Firefighter Part I Curriculum

Responsibilities of Fire Department or Training Center



Responsibilities of Instructor



Frequently Asked Questions

What training is required to be a Volunteer Firefighter?

All Volunteer Firefighters are required by Florida Administrative Code 69A-62 to complete Part I of the State of Florida Minimum Standards Course. The Part I curriculum covers the material defined in the National Fire Protection Association (NFPA) Standard 1001, Firefighter I. The Part I training curriculum is a total of 206 hours. (FAC 69A-37.055)

Volunteer Firefighters who successfully complete the Part I curriculum receive a *Certificate of Completion – Firefighter Part I* certificate.

Who can provide the Part I training Curriculum?

Part I curriculum training may be conducted through fire departments or facilities other than approved training centers. If a fire department or facility provides this training, it must have access to all facilities, equipment, and instructors that are normally required of a Certified Firefighter Recruit Training Center. (FAC 69A-37.060)

What training formats can I use to deliver the Part I Curriculum?

Training can be delivered in either a traditional format or by using an “alternate delivery technique”. Alternate delivery techniques can include the use of computer based “on-line” training. The use of an “on-line” training format must be first approved by the Bureau and meet the skill and knowledge objectives. (FAC 69A-37.056)

What “on-line” resources are available to me if I choose to use the “on-line” approach to deliver the Part I Curriculum?

The Bureau of Fire Standards and Training has approved different on-line delivery courses. They are offered by Community Technical & Adult Education (CTAE), Delmar Learning, IFSTA, and Jones & Bartlett Learning.

I have decided to utilize an “on-line” option to deliver the Part I Curriculum for my department. What do I need to do?

The first step is to seek class approval from the Bureau of Fire Standards and Training. A class approval request should include; the name of the certified instructor, the name of the hosting fire department or facility, and a request to utilize on-line training. Once the request is submitted, Bureau staff will review the specific requirements with the instructor to ensure compliance of the skill and knowledge objectives.

How do I initiate delivery of the Part I training curriculum for my department?

Training would begin by first obtaining “class offering approval” from the Florida State Fire College, through either the FCDICE system or by direct contact with the Fire College.

Training Programs Manager
Florida State Fire Marshal
Bureau of Fire Standards and Training
Susan.Schell@myfloridacfo.com
11655 NW Gainesville Road
Ocala, FL 34482
352-369-2822

Is there any financial support or scholarships available for Volunteer Firefighter training?

Yes. The Florida Association of Counties Trust (FACT) has established a scholarship fund designated for reimbursement of on-line training costs. Reimbursement of training costs may be available for Volunteer Firefighters located in FACT member counties. Reimbursement eligibility is determined by FACT and a representative of the Florida Fire Chief Association – Volunteer Fire Officers Section. The Bureau of Fire Standards and Training will provide contact information upon request.

FACT member counties:

Baker	Bay	Calhoun	Columbia
Dixie	Franklin	Gadsden	Hamilton
Jackson	Lafayette	Liberty	Nassau
Putnam	Santa Rosa	St. Johns	Sumter
Taylor	Wakulla	Walton	Washington

What if I've been a Volunteer Firefighter and have not completed the Part I curriculum – what service can I provide to my department and community?

A Volunteer Firefighter who completed curriculum equivalent to Part I training prior to January 1, 2004, may operate in the IDLH atmosphere if an approved “Training Exemption Application” is in effect. Otherwise, they cannot participate in any “exclusionary or hot zone”, or in any IDLH atmosphere. They may only participate in a supportive role for the Volunteer Department for tasks that they are “trained commensurate to duty”.

“Trained commensurate to duty” means that the person must have documented training in the specific task assigned or combination of skills required to accomplish any series of tasks which may be assigned to that individual given a set of conditions or circumstances which that individual may undertake. Anticipated special circumstances such as hazardous materials operations, technical rescue, and similar conditions or circumstances require additional training.

Are fingerprinting and a background check required before I can begin my training?

The Bureau of Fire Standards and Training (BFST) **strongly recommends** that the sponsoring fire department or training center submit fingerprints of each student or volunteer firefighter candidate to their local law enforcement agency for a background check.

I have personnel associated with my Volunteer Fire Department that do not meet the Part I curriculum requirement - can I still utilize them?

Yes, volunteers at different capacities are critically important to the department and the local community. They contribute in a variety of ways to meet the goal of providing exceptional public safety care to our citizens. It is equally important to properly manage the work assignments of all volunteers and to keep them safe.

Volunteers who have successfully completed the Firefighter Part I curriculum standard are able to operate in the “exclusionary or hot zone” and in an IDLH environment. Other volunteers who do not meet this level of training may support the overall operation as long as they are always in a safe zone and are only performing duties they have been “trained commensurate to duty”.

“Trained commensurate to duty” means that the person must have documented training in the specific task assigned or combination of skills required to accomplish any series of tasks which may be assigned to that individual given a set of conditions or circumstances which that individual may undertake. Anticipated special circumstances such as hazardous materials operations, technical rescue, and similar conditions or circumstances require additional training.

I've completed the Firefighter Part I curriculum that included an “on-line” portion and received my Certificate of Completion – Firefighter Part I Training Certificate. Can I take a Firefighter I Certification Exam?

The Bureau of Fire Standards & Training will not issue a State of Florida Certificate of Compliance for completion of Firefighter Part I. A Certificate of Compliance is issued upon successful completion and testing of the Firefighter Part I and Part II Minimum Standards curriculum.

However, a student that successfully completes the Firefighter Part I curriculum is eligible to apply for examination for *Pro Board Firefighter I Certification*. This certification is the verification that a candidate has successfully completed an evaluation of his/her knowledge, skills and abilities against the National Fire Protection Association (NFPA) Firefighter I standard. The Bureau of Fire Standards and Training is the designated Pro Board certified agency in Florida and coordinates the required Pro Board testing. To be eligible for the *Pro Board Firefighter I Certificate*, the candidate will be required to provide:

- Validation of the following:
 - Applicant is a minimum of 18 years old.
 - Applicant is a high school graduate or equivalent.
 - Applicant has not been convicted of a felony or misdemeanor as defined by statute.
 - Applicant is of good moral character.
 - Applicant is in good physical condition as determined by examination by a physician as defined by statute.
 - Applicant has a fingerprint card on file with the Bureau of Fire Standards and Training.
- The following documents will also be required:
 - Copy of completed *Application for Certificate of Completion: Firefighter Part I form*.
 - Copy of completed *Firefighter I Practical Skill Task Book*.
 - Copy of student quiz scores indicating a passing rate of 70% or higher.

I have a Certificate of Completion – Firefighter Part I Training Certificate. Am I eligible to apply to become Pro Board Certified as a Firefighter I?

A student that successfully completes the Firefighter Part I curriculum is eligible to apply for examination for *Pro Board Firefighter I Certification*. This certification is the verification that a candidate has successfully completed an evaluation of his/her knowledge, skills and abilities against the National Fire Protection Association (NFPA) Firefighter I standard. The Bureau of Fire Standards and Training is the designated Pro Board certified agency in Florida and conducts the required Pro Board testing. The requirements of Pro Board application are detailed above.

I have a Certificate of Completion – Firefighter Part I Training Certificate. I am now interested in continuing my training. What steps would I have to take to complete the Part 2 training to achieve a Certificate of Compliance?

Persons who have completed the Firefighter Part I curriculum may choose to continue with the Part 2 minimum standards training. This training can only be conducted through an approved training center. A student interested in Part 2 training should contact their local approved training center. The training center will review the student's training portfolio. A training center may require prerequisite testing and verification of training prior to enrollment.

I have a document titled “Training Requirements for Volunteer Firefighters Under 4A-62” dated June 24, 2003, is this still in effect? (4A-62 is now FAC 69A-62).

This document was designed as a notice to define the options for Volunteer Firefighters to transition to the requirements of the Florida Firefighter Occupational Health & Safety Act. At that time it provided options for Volunteer Firefighters to transition to the new standard.

After the publication of this document, a sunset date was adopted for Volunteer Firefighters to take the Part I exam until December 31, 2005. Currently, there are no longer provisions for Volunteer Firefighters to meet the Firefighter I equivalency.

Do I need to get a medical examination prior to the start of training?

Within six months of the scheduled starting date of the firefighting training program, each student must have a physical examination performed by a physician, surgeon, or physician assistant licensed to practice in the State of Florida pursuant to Chapter 458, F.S.; an osteopathic physician, surgeon, or physician assistant licensed to practice in the State of Florida pursuant to Chapter 459, F.S.; or an advanced registered nurse practitioner licensed to practice in the State of Florida pursuant to Chapter 464, F.S. The medical professional should complete medical examination form (DFS-K4-1022). This form will be retained by the sponsoring fire department or training center.

What if I fail a skill in the Practical Skill Task Book?

All skills listed in the Practical Skill Task Book must receive a PASS signoff from two certified instructors in order for you to be eligible to receive a Certificate of Completion – Firefighter Part 1. The number of times that you can retest for a specific task is at the discretion of the sponsoring fire department or training center.

APPENDIX A
RESOURCE LIST

RESOURCE LIST

- **Firefighter I Curriculum Training Information:**

Information on training options for Firefighter Part I curriculum, including selection of on-line training providers.

Contact:

Florida State Fire College

Training Programs Manager, Susan Schell

Telephone: (352) 369-2822

Susan.schell@myfloridacfo.com

- **Wildland Firefighter Training Information:**

Information on training options for S-130 and S-190 or equivalent courses

Contact:

Florida Division of Forestry

http://www.fl-dof.com/wildfire/imt_ffca_training.html

Department of Forestry Division Training Coordinator, Keith Mousel

Telephone: (352) 754-6864

Keith.Mousel@freshfromflorida.com

- **National Incident Management System (NIMS) Training Information:**

Information and enrollment portal for required on-line NIMS courses.

NIMS Introduction of Incident Command (ICS 100) Training Course:

<http://training.fema.gov/emiweb/is/is100b.asp>

NIMS, An Introduction (IS700) Training Course:

<http://training.fema.gov/emiweb/is/is700a.asp>

APPENDIX B

APPLICATION FOR CERTIFICATE OF PART I COMPLETION (FF 1)



THE DEPARTMENT OF FINANCIAL SERVICES

Division of the State Fire Marshal

APPLICATION FOR CERTIFICATE OF COMPLETION: FIREFIGHTER PART I

APPLICANT INFORMATION:

Name		Last		First		MI	
Home Address			City		State		Zip
Date of Birth		Social Security Number or Student ID			Telephone Number		
Email Address							

TO BE COMPLETED BY CERTIFIED TRAINING CENTER OR SPONSORING FIRE DEPARTMENT:

Certified Training Center or Fire Department		Point of Contact	
Training Center Coordinator or Fire Chief Signature			

TO BE COMPLETED BY CERTIFIED INSTRUCTOR OF RECORD:

<i>I attest that the applicant has satisfactorily completed the prescribed training, in accordance with the specifications of Florida Administrative Code 69A-37.055 and Florida Administrative Code 69A-37.056, and that this training met all requirements of the Part I Curriculum including satisfactory completion of all components of the Firefighter I Practical Skill Task Book. This includes the requirement that the student has consistently demonstrated the ability to perform individually and as a member of a team or group all tasks and operations associated with the training in a manner which does not present a threat to the safety of the trainee, co-workers, or others and which contributes to the successful achievement of the purpose for which the task or operation is being performed.</i>	
Instructor Name	Instructor ID #
Instructor Signature	

TO BE COMPLETED BY CERTIFIED INSTRUCTOR OF RECORD:

<input type="checkbox"/> This Course Was Delivered Using A Traditional Educational Format <u>OR</u> <input type="checkbox"/> This Course Was Delivered Using An Approved "On-Line" Distance Learning Format By:	
<i>I attest that if a Distance Learning provider was used, I have delivered the required supplemental information required to enable the applicant to meet all required objectives.</i>	
Instructor Signature	Instructor ID #

TO BE COMPLETED BY CERTIFIED LIVE FIRE TRAINING INSTRUCTOR:

I attest that the applicant has satisfactorily completed the prescribed live fire training requirements.

Evolution	Instructor Signature	Instructor ID #
Fire Extinguisher		
Structure Fire (At Grade)		
Structure Fire (Above Grade)		
Structure Fire (Below Grade)		
Stacked/Piled Class A		
Passenger Vehicle		
Trash Container		

SUBMIT THIS APPLICATION, ALONG WITH YOUR COMPLETED FIREFIGHTER I TASK BOOK TO:
BUREAU OF FIRE STANDARDS & TRAINING
Standards Section
11655 NW Gainesville Road
Ocala, Florida 34482-1486

APPENDIX C

MEDICAL EXAMINATION FORM (DFS-K4-1022)



THE DEPARTMENT OF FINANCIAL SERVICES

Division of the State Fire Marshal

**MEDICAL EXAMINATION TO DETERMINE FITNESS FOR FIREFIGHTER TRAINING
BUREAU OF FIRE STANDARDS AND TRAINING**

Please print legibly.

NAME: LAST	FIRST	MI	STUDENT ID
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TRAINING CENTER	E-MAIL ADDRESS	CONTACT PHONE NUMBER
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For the medical professional conducting the examination: The purpose of this examination is to ensure that the physical, physiological, intellectual, and psychological health of the applicant is suitable for the environment and functions of a firefighter as described on page 2. Authority for this examination is FS 633.34 and is required before an individual starts firefighter training.

This medical examination must be completed by a physician, surgeon, or physician's assistant per ch. 458; or an osteopathic physician, surgeon, or physician's assistant per ch.459; or an advanced registered nurse practitioner per ch. 464.

Examination should include but is not limited to:

- | | |
|--|--|
| Dermatological system, Cardiovascular system | Ears, eyes, nose, mouth, throat |
| Clinical evaluation of 12 lead EKG | Auditory hearing in the pure tone |
| Systolic and Diastolic Blood pressure | Far visual acuity corrected or uncorrected |
| Respiratory system | Peripheral vision |
| Gastrointestinal system | Genitourinary system |
| Endocrine and metabolic systems | Musculoskeletal system |
| Neurological system | |

For the medical professional conducting the examination to complete: (Sign in appropriate box)

Based on the results of this medical evaluation, the applicant:

<p>Has no pre-existing or current condition, illness, injury or deficiencies. <u>The applicant is medically fit to engage in firefighter training.</u></p> <p>Signature _____</p>	<p>Has a pre-existing or current condition, illness, injury or deficiency that presents a safety or health risk in the environment or job functions of a firefighter. <u>The applicant is not medically fit for firefighter training.</u></p> <p>Signature _____</p>
--	---

Completion Required (please print)

Name of signature: _____ Date signed: _____

Office Telephone number: _____

Office address: _____

Essential Job Tasks and Descriptions from NFPA 1582, 2007 edition

1. Performing firefighting tasks (e.g., hose line operations, extensive crawling, lifting, carrying heavy objects, ventilating roofs or walls using power or hand tools, and forcible entry), rescue operations and other emergency response actions under stressful conditions while wearing personal protective ensembles and self-contained breathing apparatus (SCBA), including working in extremely hot or cold environments for prolonged time periods.
2. Wearing an SCBA, which includes a demand valve–type positive-pressure face piece or HEPA filter masks, which requires the ability to tolerate increased respiratory workloads.
3. Exposure to toxic fumes, irritants, particulates, biological (infectious) and nonbiological hazards, and/or heated gases, despite the use of personal protective ensembles and SCBA.
4. Climbing six or more flights of stairs while wearing fire protective ensemble weighing at least 50 lbs. or more and carrying equipment/tools weighing an additional 20 to 40 lbs.
5. Wearing fire protective ensemble that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C).
6. Searching, finding, and rescue-dragging or carrying victims ranging from newborns up to adults weighing over 200 lbs. to safety despite hazardous conditions and low visibility.
7. Advancing water-filled 2 ½ diameter hose lines from fire apparatus to occupancy [approximately 150 ft.], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
8. Climbing ladders, operating from heights, walking or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and/or other hazards.
9. Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration.
10. Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens.
11. Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, that is further aggravated by fatigue, flashing lights, sirens, and other distractions.
12. Ability to give and comprehend verbal orders while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines and/or fixed protection systems (sprinklers), hear alarm signals, hear and locate the source of calls for assistance from victims or other firefighters.
13. Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members.

APPENDIX D

FIREFIGHTER I PRACTICAL SKILL TASK BOOK



THE DEPARTMENT OF FINANCIAL SERVICES
Division of the State Fire Marshal

FIREFIGHTER I PRACTICAL SKILL TASK BOOK
 BUREAU OF FIRE STANDARDS AND TRAINING

Student Name:	Fire Dept. or Training Center:
Student ID or Social Security #:	Primary Instructor:
Date Program Began:	Date Program Completed:
	Instructor ID #:

EXPECTATIONS OF INSTRUCTORS:
Instructors are evaluating the student's ability to successfully demonstrate practical skills and tasks both individually and as a member of a team. This includes the requirement that the student perform all tasks in a manner that is safe, and does not pose a threat to the safety of the trainee, fellow students or others. Any unsafe act by the student during the demonstration of any skill should be recorded as failing that objective.
NOTE: *The second instructor signatory must not have been one of the primary instructors involved in practical skill training.*

ROPES, TOOLS, AND EQUIPMENT	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
The student demonstrates the ability to:						
When given the proper size and amount of rope, tying a:						
• Bowline knot						
• Clove hitch						
• Figure eight on a bight						
• Figure eight follow-through						
• Figure eight stopper knot						
• Becket or sheet bend						
• Overhand safety knot						
Using an approved knot, hoist any selected tool, ground ladder, or appliance to a height of at least 20 feet.						
Demonstrate the techniques of inspecting, cleaning, maintaining, and storing rope.						
Use a rope to tie ladders, hose, and other equipment so as to secure them to immovable objects.						
SAFETY PROCEDURES						
The student demonstrates the ability to:						
Demonstrate techniques for action when trapped or disoriented in a fire situation or a hostile environment.						
Demonstrate the use of seat belts, noise barriers, and other safety equipment provided for protection while riding the apparatus.						
Demonstrate safety procedures when mounting, dismounting, and operating around fire apparatus.						

FIREFIGHTER I TRAINING RECORD
FIREFIGHTER I PRACTICAL SKILL TASK BOOK
 BUREAU OF FIRE STANDARDS & TRAINING

Student Name: _____

Primary Instructor: _____

WATER SUPPLIES						
<i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
Demonstrate deployment of a portable water tank.						
Connect a supply hose to a hydrant, and fully open and close the hydrant.						
Demonstrate the hydrant to pumper hose connections for forward and reverse lays.						
Assemble and connect the equipment necessary for drafting from a static water supply source.						
PERSONAL PROTECTIVE EQUIPMENT						
<i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
Use self-contained breathing apparatus (SCBA) in conditions of obscured visibility.						
Determine that the SCBA is in a safe condition for immediate use.						
Document routine maintenance for SCBA including inspection, cleaning and sanitizing.						
Use SCBA in conditions of restricted space.						
Perform the following emergency techniques in the event of SCBA failure:						
<ul style="list-style-type: none"> • Use of emergency bypass or purge-valve 						
<ul style="list-style-type: none"> • Conservation of air 						
Perform techniques for maximizing the air capacity of an SCBA under work conditions.						
Replace an expended cylinder of an SCBA assembly with a full cylinder.						
Describe the care, inspection, and maintenance of each item of personal protective equipment.						
Don and doff the following personal protective equipment:						
<ul style="list-style-type: none"> • Helmet (with shield) 						
<ul style="list-style-type: none"> • Hood, Boots, Gloves 						
<ul style="list-style-type: none"> • Turnout or bunker coat & Turnout or bunker pants 						
<ul style="list-style-type: none"> • SCBA & Personal alert safety system (PASS) 						
<ul style="list-style-type: none"> • Eye protection 						
Don self-contained breathing apparatus while wearing protective clothing.						

FIREFIGHTER I TRAINING RECORD
FIREFIGHTER I PRACTICAL SKILL TASK BOOK
 BUREAU OF FIRE STANDARDS & TRAINING

Student Name: _____

Primary Instructor: _____

Perform rescue procedures for the following, without compromising the rescuer's respiratory protection:						
<ul style="list-style-type: none"> • A firefighter with functioning respiratory protection 						
<ul style="list-style-type: none"> • A firefighter without functioning respiratory protection 						
<ul style="list-style-type: none"> • A civilian without respiratory protection 						
FIRE STREAMS						
<i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
Open and close a nozzle and how to adjust its stream pattern and flow setting, when applicable.						
LADDERS						
<i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
Raise, position, and lower the following types of ground ladders:						
<ul style="list-style-type: none"> • 14 ft. single or wall ladder 						
<ul style="list-style-type: none"> • 24 ft. extension ladder 						
<ul style="list-style-type: none"> • 35 ft. extension ladder¹ 						
<ul style="list-style-type: none"> • Attic/folding ladder 						
Demonstrate the deployment of a roof ladder on a pitched roof.						
Climb the full length of each type of ground (and aerial, if available) ladder carrying fire fighting tools or equipment while ascending and descending.						
Climb the full length of each type of ground (and aerial, if available) ladder and bring an "injured person" down the ladder.						
Demonstrate the techniques of working from ground or aerial ladders with tools and appliances, with and without a safety harness.						
Demonstrate the techniques of cleaning, inspecting and maintaining ladders.						
OVERHAUL PROCEDURES						
<i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
Demonstrate searching for hidden fires.						
Demonstrate exposure of hidden fires by opening ceilings, walls, floors, and pulling apart burned materials.						

¹ LADDERS (35 ft. extension ladder); Instructor may use discretion in determining student requirement based on access to 35 ft. ladder.

FIREFIGHTER I TRAINING RECORD
FIREFIGHTER I PRACTICAL SKILL TASK BOOK
 BUREAU OF FIRE STANDARDS & TRAINING

Student Name: _____

Primary Instructor: _____

FIRE HOSE, NOZZLES, AND APPLIANCES						
<i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
When given the necessary equipment and operating as an individual and as a member of a team, advance dry hose lines of two different sizes, both of which shall be 1 1/2 inch or larger, from a pumper:						
• Into a structure						
• Up a ladder to a second floor landing						
• Up an inside stairway to an upper floor						
• Up an outside stairway to an upper floor						
• Down an inside stairway to a lower floor						
• Down an outside stairway to a lower floor						
• To an upper floor by hoisting						
• To attack a passenger vehicle fire						
When given the necessary equipment and operating as a member of a team, advance charged attack lines of two different sizes, both which shall be 1 1/2 inch or larger, from a pumper:						
• Into a structure						
• Up a ladder to a second floor landing						
• Up an outside stairway to an upper floor						
• Up an inside stairway to an upper floor						
• Down an inside stairway to a lower floor						
• Down an outside stairway to a lower floor						
• To an upper floor by hoisting						
• To attack a passenger vehicle fire						
Demonstrate 3 different types of pre-connect hose loads:						
• Minuteman						
• Flat						
• Triple Stack						
Demonstrate three types of hose rolls.						
Demonstrate two types of hose carries.						
Demonstrate coupling and uncoupling of fire hose.						
Work from a ground ladder with a charged attack line, which shall be 1 1/2 inch or larger.						
Demonstrate a hand lay of 300 ft. of supply line 2-1/2 in. or larger from a pumper to a water source.						

Student Name: _____

Primary Instructor: _____

PORTABLE FIRE EXTINGUISHERS <i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
Demonstrate the selection and proper operation procedures for portable fire extinguishers.						
HAZARDOUS MATERIALS <i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
Demonstrate emergency decontamination and technical decontamination.						
RESCUE PROCEDURES <i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #	PASS	FAIL	Signature / Instructor ID #2
Demonstrate the techniques and safety procedures to be followed when given simulated rescue situations, which will include the following scenarios:						
<ul style="list-style-type: none"> Search and rescue of victim(s) from a residential structure 						
<ul style="list-style-type: none"> Search of large interior areas (stores, warehouses, basements maintenance bays). 						
<ul style="list-style-type: none"> Rescue of entrapped firefighter 						
<ul style="list-style-type: none"> Search and rescue in areas of restricted passage 						
<ul style="list-style-type: none"> Search and rescue of victim(s) in a multi-story building. 						
Don a life safety harness that meets the requirements of NFPA 1983.						
PRIVATE FIRE PROTECTION SYSTEMS <i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
Demonstrate carrying a 100 ft. attack line, 1 ½" or larger, into a building, connecting it to a standpipe, and advancing from a standpipe. Or Demonstrate carrying a 100 ft. attack line, 1 ½" or larger, into a building, connecting it to a gated pipe or gated wye of a charged 2 ½" hoseline.						
VENTILATION PRACTICES <i>The student demonstrates the ability to:</i>	PASS	FAIL	Signature / Instructor ID #1	PASS	FAIL	Signature / Instructor ID #2
Demonstrate the ventilation of a flat and pitched roof using both hands and power tools.						
Demonstrate three types of ventilation using hand tools, power tools, and mechanical pressure ventilation.						

APPENDIX E

FACT SCHOLARSHIP INFORMATION



INFORMATIONAL BULLETIN
 Division of State Fire Marshal
The Florida State Fire College



January 2011

**ANNOUNCING FIREFIGHTER I DISTANCE LEARNING OPPORTUNITY
 &
 FLORIDA ASSOCIATION OF COUNTIES TRUST (FACT) SCHOLARSHIP**

The Florida Fire Chiefs Association, the Small County Coalition of Florida, the Florida Association of Counties Trust (FACT), and the Florida State Fire Marshal have partnered together to support an alternate training method for volunteer firefighters to achieve Part I of the State of Florida Minimum Standards Course. The Part I curriculum covers the material defined in the National Fire Protection Association (NFPA) Standard 1001, Firefighter I. *This is the minimum standard of firefighter training required by Florida State Statute for volunteer firefighters.*

This training is being offered as an alternate training method using a blended learning approach that combines both “on-line” and practical skill components. The State Fire Marshal – Bureau of Fire Standards and Training has pre-approved four different vendors who are authorized to conduct the “on-line” training component.

Approved on-line training vendors and cost estimates:

<i>Vendor</i>	<i>Cost Per Student</i>
Marion County Community Technical & Adult Education (CTAE)	\$318
Delmar Learning	\$160 (course & book)
IFSTA	\$64 - \$110
Jones & Bartlett Learning	\$29 (course only)

Once the on-line training is completed, participants must complete a “tasking book” that documents successful completion of all practical skills requirements. All practical skills training components must be delivered by an instructor certified at the Instructor I level or higher.

This training format is only authorized to be delivered through a sponsoring fire department that is registered in the FFIRS system and holds a FDID number and has met all training requirements as required by the National Incident Management System (NIMS). Additionally, the sponsoring fire department must be registered in the State Fire Marshal FCDICE system. Upon satisfactory completion of the on-line training and tasking book components, the respective fire chief is required to submit documentation to the Bureau of Fire Standards and Training.



The Florida Association of Counties Trust (FACT) may provide reimbursement for training costs for FACT member counties. Reimbursement eligibility is determined by FACT and a representative of the Florida Fire Chief Association – Volunteer Fire Officers Section. **Reimbursement is based on funding availability and may be awarded only when ALL of the following 7 criteria are met:**

- 1) The participating fire department must be a volunteer or combination department that is registered with the State of Florida and has a Fire Department Identification number (FDID), and is reporting under the Florida Fire Incident Reporting System (FFIRS). The FFIRS and FDID programs are managed by the Florida State Fire Marshal.

The Fire Department Identification number is a number assigned to your department to distinguish it from others throughout the state.

The Fire Department Identification Number, or FDID number, is a unique five-digit identifier assigned by the FFIRS Section to identify a particular fire department within the state. This identifier may also identify the county, fire district, or other jurisdiction in which the fire department is located.

The purpose of the FDID number is to identify incident data collected and reported by individual departments. Feedback on local or regional incident experience can then be prepared and sent to an individual agency or a specific fire department.

The Florida Fire Incident Reporting System (FFIRS) is a means for fire departments to report and maintain computerized records of fires and other fire department incidents in a uniform manner.

Information on how to participate in the FFIRS system can be obtained by contacting the FFIRS Coordinator at (850) 413-3745 or by emailing at FFIRS@MyFloridaCFO.com

- 2) The requesting fire department must participate and maintain their membership roster with the State Fire Marshal – Bureau of Fire Standards FCDICE System.
- 3) Department and all personnel must be NIMS Compliant.
- 4) Requesting fire departments should be able to demonstrate a financial hardship upon request.
- 5) Fire departments should be able to submit call response data upon request.

- 6) The requesting fire department must be insured by FACT and must provide fire protection services *directly to* one of the following FACT member counties:

Baker	Bay	Calhoun	Columbia
Dixie	Franklin	Gadsden	Hamilton
Jackson	Lafayette	Liberty	Nassau
Putnam	Santa Rosa	St. Johns	Sumter
Taylor	Wakulla	Walton	Washington

- 7) In order to initiate this training, fire departments must first obtain “class offering approval” from the State Fire Marshal, Bureau of Fire Standards and Training at the Florida State Fire College. Please contact Ms. Susan Schell at the Florida State Fire College to begin the course approval process and to obtain contact information for training vendors.

Contact Information:

Susan Schell
Training Programs Manager
Florida State Fire Marshal
Bureau of Fire Standards and Training
352-369-2822
Susan.Schell@myfloridacfo.com

The Florida Fire Chief’s Association contact is:

Chief W. J. Trinder Sr.
208 West Hatley Street
Jasper, FL 32052
386-792-2211 (office)
386-590-0115 (cell)
fcbt301@yahoo.com

A primary goal of this initiative is to expand the number of volunteer firefighters that are trained to the minimum standards as required by Florida Statute. An equally important goal is to continue to identify best practices being performed by Volunteer and Combination Fire Departments in managing the limited resources of personnel to support emergency response in their community.

The Florida Fire Chiefs Association – Volunteer Officers Section has teamed with the Bureau of Fire Standards and Training to help identify best practices and facilitate regional discussions to support volunteer fire departments. This is in addition to national organizational resources such as the International Association of Fire Chiefs (IAFC) and the National Volunteer Fire Council (NVFC) among others that are also available.

FACT is an at-cost, not for profit, county owned risk pool. FACT is organized as a Trust under Florida Law and is endorsed by the Florida Association of Counties and the Small County Coalition. FACT is managed by an 11 member Board of Trustees and has been in business for 22 years. FACT's funding of scholarships for your Volunteers is another example of how FACT distinguishes itself from other insurance programs through innovative risk management solutions.





Scholarship Application



Florida Association of Counties Trust (FACT)
In Partnership with
Florida Fire Chiefs Association – Volunteer Fire Officers Section

APPLICATION

TO BE COMPLETED BY THE FIRE CHIEF:

Fire Department:		
Fire Chief Name (Please Print):	Email:	
Address:	City:	Zip:
Fire Department Identification Number (FDID):	Phone:	

TO BE COMPLETED BY THE FIRE CHIEF:

I attest that our department personnel have successfully completed the National Incident Management System (NIMS) courses: ICS 100 and IS700.

I attest that our department actively reports required data to the Florida Fire Incident Reporting System (FFIRS).

I attest that our department is currently registered in the State Fire Marshal FCDICE system.

Fire Chief Signature:

STATEMENT OF FINANCIAL NEED:

Provide a statement of financial need including why your local budget cannot cover the cost of training:

Annual Department Budget:

Funds Budgeted for Training:

Total Annual Emergency Calls:

Fire Chief Signature:

Submit Application by Email to: fcbt301@yahoo.com

Or

Submit Application by Mail to:

Chief W. J. Trinder Sr.
208 West Hatley Street
Jasper, FL 32052

