



ANDREW M. CUOMO
Governor

JOHN P. MELVILLE
Acting Commissioner, DHSES

BRYANT D. STEVENS
State Fire Administrator

MEMORANDUM

March 11, 2015

TO: Municipal Training Officers

FROM: Andrew Dickinson, Chief
Fire Operations and Training Branch

SUBJECT: June 2015 State Fire Instructor Authorization Training Program Announcement and Registration

Enclosed is the link our website for the June 2015 Instructors' Authorization Training Program agenda, registration form, prerequisite information and medical release form. Due to the size of the document, we are not mailing hard copies. Please insert the URL into your web browser, www.dhSES.ny.gov/ofpc/training/10-2014-IATP.pdf to print.

Registration for the training program is due back to the Office of Fire Prevention and Control by April 17, 2015. To assist us in providing a more efficient training program, the cut-off date of April 17, 2015 will be strictly enforced.

Additionally, there is a \$25 registration fee for CFIs, MTO/FBTOs and MFI/FBTIs that must accompany the registration form. If not paid with the registration fee, the lodging and meal fee is due upon check-in.

The testing policy will be strictly enforced for those instructors applying for authorization in the FF Training Series and the Fire Officer I authorization. All FFTR will be required to pass the National Certification written examination and practical skills tests to continue on in the authorization. All FO1 students will be required to pass the National Certification written examination to continue on in the authorization. All instructor candidates must attend the National Certification testing in order to continue with the authorization regardless of whether they are already Nationally Certified or not. Enclosed is the firefighter training series candidate reading assignment. Those who do not pass either the written examination or practical skills tests will not be allowed to continue on with the authorization. The opportunity for a retest will not be available.

Once again, we are looking forward to your participation at the June Instructor Authorization Training program.

AD:kw



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NYS OFPC INSTRUCTORS' AUTHORIZATION TRAINING PROGRAM

June 1-5, 2015

Agenda

The first instructor authorization training program of the 2015-2016 Fiscal Year will be held on June 1-5, 2015. If you plan to attend this training, please submit your application **no later than April 17, 2015** electronically to the following email address: OFPC-Conference@dhses.ny.gov using the fillable registration form below. Registrations received after the deadline will be placed on a standby list and filled as a vacancy occurs; there is no charge for State Fire Instructors to attend this conference. CFIs, MTOs, MFIs, FBTOs and FBTI's: A \$25 registration fee is charged for the conference along with \$40/day fee (includes lodging and meals) for those staying at the Academy. For those not staying at the Academy a commuter fee of \$8 a day for breakfast and lunch is charged. All fees are required to be paid in the business office located at the front entrance of the Academy upon Check-in. Make checks, money orders & vouchers payable to: Academy of Fire Science. The Academy also accepts Visa and MasterCard.

Selection of instructors is based on class size, structure, and program needs. Registration forms will only be accepted from Fire Operations and Training Branch SFIs; County Fire Instructors with current appointments, Fire Department sponsored current MTOs/MFIs, and approved Fire Brigade Training Officers (FBTOs) / Fire Brigade Training Instructors (FBTIs). Authorized signature on the registration form is required for CFIs from the County Fire Coordinator, and for MFIs/FBTIs from the MTO/FBTO. To maintain the high quality of our instructors, completion of the course, pre-requisite knowledge, skills, education, or experience is required before attending specific authorization courses. Be prepared to verify such pre-requisites prior to being accepted into the authorization training. Since there are a limited number of spaces available, instructors are reminded to promptly register for the authorization course of their choice.

Testing Policy: For fire instructors to be effective they must have greater subject knowledge than the student, therefore, instructor candidates shall have a minimum passing score for the written tests is 85% and shall demonstrate 100% proficiency in all practical skills to receive instructor authorization. All FFTR students will be required to pass National Certification written and practical skills tests to continue with the authorization, all instructor candidates must attend the National Certification testing in order to continue with the authorization regardless of whether they are already Nationally Certified or not.

Dress Code Policy: It is the responsibility of each instructor attending the program to project a professional image. Instructors attending shall use good judgment and wear appropriate attire based on the environment surrounding the activity performed (classroom or practical skills testing). Acceptable classroom attire will be: Shirts with collars; clean, fitting, well-kept slacks or jeans; departmental uniforms (no T-shirts or shorts); well-kept work boots, shoes and socks. Optional items such as sweaters, sport coats etc., are acceptable as long as they are well kept and in keeping with the intent of this policy. Full time staff has the authority to make a determination that instructor's attire may be inappropriate and may require them to change before continuing with the program. The only acceptable attire for practical skill testing is PPE.

Personal Protective Equipment for courses with practical evolutions: Municipal, County, and Fire Brigade instructors are required to provide PPE including SCBA and spare cylinders as noted. SFIs are directed to bring all state issued PPE for inspection and maintenance and use as required by the authorization attending. New SFIs will be issued PPE during the program. Since some items may not be in stock, new SFIs are encouraged to bring a complete set of PPE in order to participate in evolutions requiring PPE.

Academy check-in is available the evening prior to the first day of class for those starting at 8:00 am. All attendees should note that this is a five-day training program, with instructor sign-in beginning at 7:45am on Monday and the final

day of classes ending at noon on Friday. Class sizes are limited due to space, equipment, or for safety reasons. General session will begin promptly at 8:30am on Monday and is mandatory for all students and instructors attending Monday authorizations or classes.

State Fire Instructors

State Fire Instructors are required to attend one training program each year. However, the TAD FPS, upon identification of program needs, may request additional authorizations. SFI's who do not require any additional instructor authorizations may attend one authorization training for PPE inspection, SCBA maintenance, medical evaluation (if required) and safety/administrative training. This may be done on Monday for safety/administrative training and on Tuesday, Wednesday or Thursday for PPE inspection, SCBA maintenance and medical evaluation. All attending SFI's are required to bring all issued PPE, including SCBA, face piece and spare cylinders for inspection in the designated area located near classroom 10 first thing Monday morning prior to the Fire Academy General Session.

June 2015 NYS DHSES OFPC Instructors' Authorization Training Program

Return completed registration form **NO LATER THAN April 17, 2015**

REGISTRATIONS WILL BE ACCEPTED BY EMAIL AT: OFPC-Conference@dhses.ny.gov or by Fax at 1-607-535-4841

I am a: SFI # _____ MTO/FBTO # _____ Appt. Date _____

CFI # _____ MFI/FBTI # _____ (use MTO/FBTO#) Appt. Date _____

Application received: ___/___/___

Approved Denied

Registration will only be accepted from Fire Operations and Training Branch SFIs, County-sponsored County Fire Instructors with current appointments and Fire Department-sponsored MTO/MFIs or FBTO/FBTIs with current appointments.

****Return NO LATER THAN APRIL 17, 2015. Late registrations WILL NOT be accepted****

Meals only Dietary needs _____ Special needs _____ Male Female

Lodging & meals at the Academy Please check Nights of Stay: [SAT] [SUN] [MON] [TUES] [WED] [THURS]

STATE FIRE INSTRUCTORS ONLY: If you are due for an annual medical exam and do not provide your current medical certification on the attached OFPC form with this registration form, a medical exam will be scheduled for you. Check appropriate box below.

I will supply a copy of my current medical (form attached)

I have already provided OFPC with a copy of my current medical exam

Schedule me for a medical examination

Date of last medical _____

Medical Due _____

OFFICIAL USE ONLY

Contact Information (please print legibly): Fill in **ALL** spaces Check box if contact information has changed Classroom Only

Name: _____ Last four digits of SSN: _____ NY ID # _____

Mailing Address (Street/PO Box, City, Zip): _____

Home # (____) _____ Work # (____) _____ Cell # (____) _____

County: _____ Fire Dept. Name/Address _____ E-Mail _____

Schedule of Classes: Check authorizations you wish to attend. You MUST have a course completion (or its equivalent) as a student. Consult course descriptions below for vital updates and pre-requisite requirements. Registration Monday at 7:45am followed by General Session will begin promptly at 8:30am in the auditorium. **General Session is mandatory for all students and instructors attending Monday authorizations and/or courses.**

*****NEW REQUIREMENT ALL REGISTRATIONS MUST BE ACCOMPANIED BY COURSE COMPLETION CERTIFICATES AND/OR INDIVIDUAL TRAINING RECORDS TO SHOW COMPLETION OF PRE-REQUISITE COURSES*****

- GENERAL SESSION** Monday, June 1, 2015 @ 8:30am – 12:00pm
- FFTS: Firefighter Training Series** *Saturday, May 30 @ 8:00am – Thursday, June 4 @ 12:00pm
- LIFS: Legal Issues for the Fire Service Instructor (Course Completion ONLY)** Wednesday, June 3 @ 1:00pm – Wednesday, June 3 @ 5:00pm
- FO I: Fire Officer I, (NEW CURRICULUM 2015) (Authorization Only)** *Saturday, May 30 @ 8:00am – Friday, June 5 @ 12:00pm

- [] **FO I: Fire Officer I, (NEW CURRICULUM 2015)**
(Re-Authorization for those currently authorized in Course 9P 2009 edition of the Fire Officer I) Monday, June 1 @ 1:00pm – Friday, June 5 @ 12:00pm
- [] **POI: Principles of Instruction**
(Authorization Only) Monday, June 1 @ 1:00pm - Wednesday, June 3 @ 12:00pm
- [] **Live Fire Training (NFPA 1403, 2012 EDITION)**
(NEW CURRICULUM)
(Both completion and authorization) *Monday, June 1 Evening @ 6:30pm -10:30pm
- [] **FFS: Firefighter Survival (NEW CURRICULUM)**
(Both completion and authorization) Monday, June 1 @ 1:00pm – Wednesday, June 3 @ 12:00pm
- [] **TCO: Truck Company Operations (NEW CURRICULUM)**
(Authorization Only) Monday, June 1 @ 1:00pm – Tuesday, June 4 @ 5:00 pm
- [] **TCO: Truck Company Operations (NEW CURRICULUM)**
(Re-Authorization for those currently authorized in Course 1F) *Monday, June 1 Evening @ 6:30pm –10:30pm
- [] **SFS: State Financial System, SFI's only limited space**
(Completion Only) *Monday, June 1 Evening @ 6:30pm –10:30pm
- [] **FFS: Firefighter Survival (NEW CURRICULUM)**
(Both completion and authorization) Wednesday, June 3 @ 1:00pm – Friday, June 5 @ 12:00pm
- [] **ECO: Engine Company Officer**
(Both completion and authorization) Wednesday, June 3 @ 1:00pm – Friday, June 5 @ 12:00pm
- [] **AVET: Accident Victim Extrication Training**
(Both completion and authorization) Monday, June 1 @ 1:00 pm – Wednesday, June 3 @ 12:00pm
- [] **AVET: Accident Victim Extrication Training**
(Both completion and authorization) Wednesday, June 3 @ 1:00 pm – Friday, June 5 @ 12:00pm
- [] **CTBS: Courage to Be Safe**
(Authorization only) *Wednesday, June 3 Evening @ 6:30pm to 10:30pm
- [] **SFS: State Financial System, SFI's only limited space**
(Completion Only) *Wednesday, June 3 Evening @ 6:30pm to 10:30pm
- [] **INSTRUCTOR DEVELOPMENT**
(Completion only) Thursday, June 4 @ 8:00am – Friday, June 5 @ 12:00pm
- [] **NARCAN: DOH NARCAN Train the Trainer**
(Both completion and authorization) *Thursday, June 4 Evening @ 7:00pm –10:00pm

Brief description of your required documented experience for:

I hereby certify that I meet all requirements and prerequisites for each of the authorization classes requested.

Registrant's (Instructor/student) signature

CFC signature required for CFI's

FD Chief/MTO signature required for MTO/MFIs

OFFICE USE ONLY: DR _____ CK# _____ \$ _____ Room # _____

JUNE 2015 NYS DHSES OFPC Instructors' Authorization Prerequisite's

In addition to prerequisites, you MUST have a course completion (or equivalent) as a student in the course that you are seeking authorization in unless it states course completion and authorization

FFTr: (NEW CURRICULUM) IFSTA Firefighter I Training Series

Pre-requisites: Course completion of Firefighter I or equivalent. New State Fire Instructors will be issued the new IFSTA/Brady Essentials of Fire Fighting and Fire Department Operations, 6th Edition manual, curriculum package. Municipal, Fire Brigades, or County instructors must provide their own curriculum package. In order to be authorized in Hazardous Materials First Responder Operations, you must be trained to the Hazardous Materials First Responder – Operations level. **PPE is required for this series.** All FFTr students will be required to pass National Certification written and practical skills tests to continue with the authorization. All instructor candidates must attend the National Certification testing in order to continue with the authorization regardless of whether they are already nationally certified or not. All students must pass the written AND practical skills tests to continue the instructor authorization. Please complete the National Certification Examination application and live fire verification forms and submit along with conference registration and any other required documents needed to show eligibility for the exam. The OFPC Testing Policy applies for instructor authorization. A passing score of 85% or higher on the final exam for the course is required. Those not obtaining an 85% or higher shall be offered one opportunity to retest at a time and location established by OFPC.

Instructors will receive authorization in: Firefighter I (1S), Basic Exterior Fire Operations (BEFO) Course (replaces Scene Support Operations), Live Fire Training (NFPA1403, 2012 EDITION (6F), Hazardous Materials First Responder Operations (31), HMFRO Refresher (56), ICS 100 (1G) and Confined Space Awareness and Safety (35).

Legal Issues for the Fire Service Instructor: WORKSHOP ONLY. 4 hours

Pre-Requisites: None. Legal information addressing legal concerns faced by Fire Service Instructors.

Instructors will receive a course completion only.

FFS: Firefighter Survival (NEW CURRICULUM) New Course 6H 01-05-0076 Authorization 12 hours

Pre-requisites: FF I (1S) and medically qualified interior rated firefighter status (SCBA qualified). **Full PPE including SCBA with a spare air cylinder is required for this course. Class size will be limited to the first 20 instructors** for each offering. There will be two separate offerings at the June 2015 Instructor Authorization Training Program.

Instructors will receive Firefighter Survival course completion and Instructor Authorization.

LIVE FIRE TRAINING (NEW CURRICULUM) (NFPA1403, 2012 EDITION) 6F: Authorization 4 hours

Pre-requisites: None Live Fire Training (NFPA1403, 2012 EDITION (6F); (COURSE 1A AND 1B discontinued as of 1/1/2014).

Instructors will receive Live Fire Training (NFPA 1403, 2012 Edition) course completion and Instructor Authorization.

SFS: State Financial System: Scheduled for 4 hours but only takes about 1 to 2 hours in length.

Pre-Requisites: SFI's and ARSFI's only. This is an overview with instruction on how to fill out the travel forms associated with the State Financial System. This course is designed for SFI's and ARSFI's only and is held in the computer room so that the employee can follow along through the SFS system with the instructor. Normal business attire is required for this classroom only course. **Class size will be limited to the first 30 instructors** for each session due to space limitations in the Computer Lab. Instructors are encouraged to bring questions and problems needing staff help on.

Instructors will receive a SFS course completion only.

Instructional Techniques Workshop: WORKSHOP ONLY. 12 hours

This course seeks to refresh your instructional techniques, including a discussion of motivating learners, using instructional aids, instructing the "newest" generation of learners, and other common challenges. Includes hands-on applications.

Instructors will receive a course completion only.

TCO: (NEW CURRICULUM) Truck Company Operations 1F (2014 – Original Authorization) 12 hours

Pre-requisites: TCO student course completion or equivalent, and 3 years experience in truck company functions. **Class size will be limited to the first 24 instructors.** PPE is required for this course. This Authorization is NOT available to CFIs.

Instructors will receive course authorization only.

TCO: (NEW CURRICULUM) Truck Company Operations 1F (2014 – Reauthorization) 4 hours

Prerequisites: Prior authorization in the Truck Company Operations course 1F 01-05-0046. This will be a 4 hour classroom update to the course. PPE is not required for this reauthorization. This Authorization is NOT available to CFIs.

Instructors will receive course authorization only.

AVET Course: Accident Victim Extrication Training 15 01-04-0002 Original Authorization 16 hours

Pre-requisite: None. Instructors will receive AVET course completion and Instructor Authorization. Full PPE including Eye protection is required for this authorization. **Class size will be limited to the first 24 instructors** for each offering. There will be two separate offerings at the June 2015 Instructor Authorization Training Program. This authorization is NOT available to CFIs.

Instructors will receive AVET course completion and Instructor Authorization upon completion.

ECO: Engine Company Operations 9N 01-05-0072 Original Authorization 16 hours

Pre-requisite: FF I (1S) instructor authorization. Class size will be limited to . **PPE is required for this course.** Instructors will receive Engine Company Operations course completion and Instructor Authorization. **Class size will be limited to the first 24 instructors.** This authorization is NOT available to CFIs.

Instructors will receive AVET course completion and Instructor Authorization upon completion.

FOI: (NEW CURRICULUM) Fire Officer I (2014 – Original Authorization) 56 hours

Pre-requisites: Instructor candidates must have previously completed the Fire Officer I course and have national certification as Fire Service Instructor I. In addition, instructor candidates must have a minimum of 2 years of verifiable experience as a fire service officer in either a career or volunteer fire department. State Fire Instructor candidates must have the approval of the Fire Protection Specialist that oversees their TAD. Instructor candidates that are MTOs or MFIs must have previously completed the Fire Officer I course and have national certification as Fire Service Instructor I. In addition, instructor candidates must have a minimum of 2 years of verifiable experience as a fire service officer in a career fire department and have completed the First Line Supervisor Training Program (FLSTP). Instructor candidates must also submit a letter of endorsement from the Chief of their department or his/her designee. **The required text is the IFSTA *Fire and Emergency Services Company Officer* (5th Edition) ISBN 978-0-87939-564-3.** Instructor candidates are expected to have read chapters 1 – 11 prior to attending class. Passing the Fire Officer 1 National Certification Exam is a requirement to receive authorization. Instructors are not required to achieve National Certification, but must pass the written and skills tests. Should an instructor wish to become Nationally Certified to the level of Fire Officer 1 they must meet all of the prerequisites prior to being awarded certification. The National Certification Exam shall be included as part of the instructor authorization process. Passing grade shall be 70% for written exam and 100% for skills tested per National Certification program administrative procedures. The National Certification fee for Fire Officer 1 shall be waived for all instructors participating in this authorization as it is a mandatory prerequisite. Should an individual not pass the National Certification testing, a second attempt will be allowed in accordance with the National Certification program administrative procedures. The OFPC Testing Policy applies for instructor authorization. A passing score of 85% or higher on the final exam for the course is required. Those not obtaining an 85% or higher shall be offered one opportunity to retest at a time and location established by OFPC.

The Fire Officer I course is the first course in the Fire Officer series, addressing the job performance requirements of NFPA 1021, Standard for Fire Officer Professional Qualifications. Topics include the company officer, organizational structure, leadership and supervision, human resources management, communications, administrative functions, health and safety issues, company level training, community relations and company level fire inspections, pre-incident surveys, and delivery of emergency services . Students will also complete, in its entirety, the Fireground Strategy and Tactics for First Arriving Companies course as part of the Fire Officer I course. The national certification exam will be held as part of the instructor authorization. The written portion of the exam will be held on Saturday morning. The skills exam will be held on Thursday – time to be determined

Instructors will receive Fire Officer I course Instructor authorization and authorization and completion for the NEW Fireground Strategy and Tactics for First Arriving Companies course. This authorization is currently only available for SFI's and MTO's/MFI's meeting the requirements listed above.

FOI: (NEW CURRICULUM) Fire Officer I (2014 – Reauthorization) 32 Hour

Pre-requisites: State Fire Instructor candidates must have been previously authorized to instruct the Fire Officer I (2009) course 9P 01-11-0127 and must also have the approval of the Fire Protection Specialist that oversees their TAD. Instructor Candidates that are MTO's or MFI's must have been previously authorized to instruct the Fire Officer I (2009) course and must also submit a letter of endorsement from the Chief of their department or his/her designee. **The required text is the IFSTA *Fire and Emergency Services Company Officer* (5th Edition) ISBN 978-0-87939-564-3.** Instructor candidates are expected to have read chapters 1 – 11 prior to attending class. The OFPC Testing Policy applies for instructor authorization. A passing score of 85% or higher on the final exam for the course is required. Those not obtaining an 85% or higher shall be offered one opportunity to retest at a time and location established by OFPC

The Fire Officer I course is the first course in the Fire Officer series, addressing the job performance requirements of NFPA 1021, Standard for Fire Officer Professional Qualifications. Topics include the company officer, organizational structure, leadership and supervision, human resources management, communications, administrative functions, health and safety issues, company level training, community relations and company level fire inspections, pre-incident surveys, and delivery of emergency services. Students will also complete, in its entirety, the Fireground Strategy and Tactics for First Arriving Companies course as part of the Fire Officer I course.

Instructors will receive Fire Officer I course Instructor authorization and authorization and completion for the NEW Fireground Strategy and Tactics for First Arriving Companies course. This authorization is currently only available for SFI's and MTO's/MFI's. meeting the requirements listed above.

POI: Principles of Instruction 9J 01-11-0086 Authorization 16 hours

Pre-Requisites: 5 years of service as a State Fire Instructor, Must have prior completion of the Principles of Instruction course, Fire Service Instructor I National Certification. SFI's must have recommendation from two instructors currently teaching in the Fire Service Instructor program and recommendation from your TAD FPS. All State Fire Instructor candidates must submit a resume along with all corresponding certificates and a copy of your training record. All State Fire Instructor candidates will be reviewed with final approval by the Fire Operations and Training Branch Review Committee being given to those successful candidates. The OFPC Testing Policy applies for instructor authorization. A passing score of 85% or higher on the final exam for the course is required as well as successful completion of all skills evaluations and completion of all assigned projects during the course. Those not obtaining an 85% or higher shall be offered one opportunity to retest at a time and location established by OFPC.

Instructors will receive POI course completion and Instructor Authorization upon completion.

NARCAN: DOH NASAL NARCAN TRAIN THE TRAINER 3 HOURS

Pre-Requisites: None. This is a Department of Health train the trainer in the application and use of Naloxone Hydrochloride to combat the use of opioids resulting in overdose that has become epidemic in New York due to the use of legal and illegal drugs.

Instructors will receive a train the trainer authorization from the Department of Health upon completion of this course.

All Instructors will receive a course completion from the Office of Fire Prevention and Control.

CTBS: Courage to be Safe 7K 01-15-0001 Authorization 4 hours

Pre-Requisites: Completion of the Courage to be Safe program. The Courage to be Safe program lists and talks about the 16 life safety initiatives set forth by the National Fallen Firefighters Foundation.

Instructors will receive CTBS Instructor Authorization upon completion

National Certification Examination Firefighter I: Must meet Pre-Requisites to take the examination as outlined on the National Certification Examination Pre-Requisite form. Fill out and submit National Certification Examination Application along with Instructor Authorization Training Program Registration. SFI's are not required to pay the examination fees, all others are required to pay applicable fees unless participating in the exam as required by the Firefighter Training Series Program. **Proof of all required pre-requisites MUST accompany this registration form including First Aid/CPR cards and completed Live Fire Suppression Verification Form and a signed Training Authorization Letter.**

Academy check-in is available the evening prior to the first day of class. There is no charge for State Fire Instructors. The cost for lodging and meals for CFI/FBTO/FBTI/MTO/MFI is \$191.00 plus \$25.00 registration fee. Please make checks payable to the New York State Fire Academy be prepared to pay upon arrival.

Instructors will be notified by May 1, 2015 if they have been registered to attend the Instructor Training Authorization Program. If you are not notified by May 1, 2015 please contact the Office of Fire Prevention and Control, Fire Operations and Training Branch at (518) 474-6746.



MEDICAL CERTIFICATION

This medical examination has been conducted in accordance with the OSHA Respiratory Protection Program 29 CFR 1910.134 and the job requirements listed below.

INSTRUCTOR NAME (print/type) _____ OFPC Instructor # _____

Job Requirements:

Participate in or teach classes up to 8 hours per day in either classroom or training ground settings
Wear personal protective equipment and self-contained breathing apparatus, weighing 50 pounds, while performing duties.

Work under live fire conditions, extreme heat and smoke

Work in outside temperatures from sub-zero to mid-nineties

Perform repetitive physical activity involving strenuous manual labor

Use hand tools weighing up to 20 pounds

Handle hose lines up to 5" in diameter

Raise and carry portable ladders up to 50 foot in length. Climb ladders up to 100 feet in length

Operate power equipment weighing as much as 100 pounds

Perform search and rescue maneuvers utilizing mannequins weighing up to 185 pounds

Carry equipment weighing up to 200 pounds as a two person team

Enter confined spaces and perform low angle rope rescue operations

After examination of the above named instructor:

_____ I have determined that he/she possesses the ability to safely and effectively perform the job requirements listed above **AND** is medically qualified, in accordance with the OSHA Respiratory Protection Program 29 CFR 1910.134, to use a full face piece respirator self contained breathing apparatus without restriction.

_____ I have determined that he/she **IS NOT** medically qualified to use a full face respirator self contained breathing apparatus, in accordance with the OSHA Respiratory Protection Program 29 CFR 1910.134, and/or perform the duties listed above without restrictions.

Additional Information/Comments: _____

This examination is good for one year two years other: _____

Physician's Name (Type/Print)

Address

Physician's Signature

Date

Revision: 07/18/2012

Exam

Pre-Requisites [Note: Equivalent training, as determined by OFPC, is acceptable to meet the NYS course requirements listed.]

Firefighter I [1001]

1. NYS Firefighter I course;*
2. First Aid/CPR meeting NFPA 1001 section 4.3;
3. Live Fire Suppression Verification Form; and
4. Training Authorization Letter.

* NOTE: Completion of the following NYS courses are accepted as equivalent with the Firefighter I course for pre-requisite purposes:
A. NYS Firefighting Essentials or Basic Firefighter Training Course; AND
B. NYS Initial Fire Attack or Intermediate Firefighter Course; AND
C. NYS Hazardous Materials Operations course.

Firefighter II [1001]

1. NFPA 1001 Firefighter I national certification;
2. NYS Firefighter II course;
3. NYS Accident Victim Extrication Training (AVET) course or equivalent training meeting requirements of NFPA 1001 section 6.4.1;
4. Live Fire Suppression Verification Form; and
5. Training Authorization Letter.

Hazardous Materials Operations [472]

1. NYS Firefighter I course OR NYS Hazardous Materials Operations course; and
2. Training Authorization Letter.

Hazardous Materials Technician [472]

1. NFPA 472 Hazardous Materials Operations national certification;
2. NYS Hazardous Materials Technician AND NYS Hazardous Materials Advanced Technician courses; and
3. Training Authorization Letter

Fire Service Instructor I [1041]

1. NYS Fire Service Instructor I course; or
2. NYS Fire Instructor II certification.

Fire Service Instructor II [1041]

1. NFPA 1041 Fire Service Instructor I national certification; and
2. NYS Fire Service Instructor II course.

Fire Officer I [1021]

1. NFPA 1001 Firefighter II national certification;
2. NFPA 1041 Fire Service Instructor I national certification; AND
3. NYS Fire Officer I (NFPA 1021 2009) course or both the NYS Introduction to Fire Officer and Fire Officer I courses.

OR TO ENTER NATIONAL CERTIFICATION PROCESS AS AN INCUMBENT FIRE OFFICER*:

1. Meet requirements of NFPA 1001 Firefighter I and II, including NYS OFPC live fire suppression verification and 1st Aid/CPR documentation;
2. Meet requirements of NFPA 1041 Fire Service Instructor I; and
3. NYS Fire Officer I (NFPA 1021 2009) course or both the NYS Intro to Fire Officer and Fire Officer I courses.

***NOTE: Earning NFPA 1021 FO I national certification by this mechanism does not provide or imply national certification at the pre-requisite levels of FF I, FF II or FSI I.**

Fire Officer II [1021]

1. NFPA 1021 Fire Officer I national certification;
2. NFPA 1041 Fire Service Instructor I national certification;
3. Principles of Fire Investigation course; AND
4. Fire Officer II course.

Fire Officer III [1021]

1. NFPA 1021 Fire Officer II national certification;
2. NFPA 1041 Fire Service Instructor II national certification; AND
3. Fire Officer III course.

Fire and Life Safety Educator I [1035]

1. Completion of the Fire and Life Safety Educator I course.

Fire Investigator [1033]

1. NYS Fire Investigator II certification;
2. High School Diploma or GED; AND
3. 18 YOA or older.

Incident Safety Officer [1521]

1. NFPA 1021 Fire Officer I national certification;
2. NYS Incident Safety Officer course;
3. NYS On-Scene Rehabilitation for Emergency Ops course;
4. NWCG I-200 course;
5. Principles of Building Construction: Non-Combustible course;
6. Principles of Building Construction: Combustible course OR NYS Firefighter's Guide to Lightweight Wood Construction Course;
7. NYS Live Fire Training Safety course; AND
8. NYS Conducting Live Fire Training Evolutions Course.

Airport Firefighter [1003]

1. NFPA 1001 Firefighter II national certification;
2. Completion of training program meeting or exceeding requirements of NFPA 1003 Chapters 4 and 5; and
3. Training Authorization Letter.

Fire Inspector I [1031]

1. 9A - Introduction to Code Enforcement Practices, Part 1
2. 9B - Introduction to Code Enforcement Practices, Part 2
3. 9C - Inspection Procedures for Existing Buildings



OFFICE OF FIRE PREVENTION & CONTROL

Firefighter I Certification Live Fire Suppression Verification Form

1883 (10/09)

This is to attest that:

Printed Name of Candidate	Last Four of SSN
Name of Department	NYS FDID #

Has successfully completed the following Live Fire Suppression Evolution (either in actual suppression activities **OR** during formal training conducted in accordance with the applicable portions of NFPA Standard 1403, Standard on Live Fire Training Evolutions, 2007 edition). Completion of the evolution shall have addressed all requirements of the specified Job Performance Requirements. See back for Job Performance Requirements. **(To be valid for satisfaction of Certification Requirements, the initials of the MTO/SFI or Chief Fire Officer must be in the specified box)**

Objective #	Job Performance Requirement	Date Completed in Course #	MTO/SFI #	MTO/SFI Initials
JPR# 5.3.10	Interior Structural Fire Attack SS#'s 5.3.10A.1, 5.3.10A.2, 5.3.10A.3			

OR
Actual Fire Incident

Objective #	Job Performance Requirement	Date of Incident	NYS Incident #	FDID	FD Chief Officer Initials
JPR# 5.3.10	Interior Structural Fire Attack SS#'s 5.3.10A.1, 5.3.10A.2, 5.3.10A.3				

AND

Has successfully completed one or more of the 4 Firefighter I Live Fire Evolutions (either in actual suppression activities **OR** during formal training conducted in accordance with the applicable portions of NFPA Standard 1403, Standard on Live Fire Training Evolutions, 2007 edition). Completion of the evolution shall have addressed all requirements of the specified Job Performance Requirement. See back for Job Performance Requirements.

Objective #	Job Performance Requirement	Date Completed in Course #	MTO/SFI #	MTO/SFI Initials
JPR# 5.3.7	Passenger Vehicle Fire Attack, SS# 5.3.7A			
JPR# 5.3.8	Exterior Class A Fire Attack, SS#'s 5.3.8A, 5.3.8B, 5.3.8C			
JPR# 5.3.16	Portable Fire Extinguisher Suppression, SS#'s 5.3.16B, 5.3.16C			
JPR# 5.3.19	Ground Cover Fire Attack, SS#s 5.3.19A, 5.3.19B, 5.3.19C, 5.3.19D			

OR
Actual Fire Incident

Objective #	Job Performance Requirement	Date of Incident	NYS Incident #	FDID	FD Chief Officer Initials
JPR# 5.3.7	Passenger Vehicle Fire Attack, SS# 5.3.7A				
JPR# 5.3.8	Exterior Class A Fire Attack, SS#'s 5.3.8A, 5.3.8B, 5.3.8C				
JPR# 5.3.16	Portable Fire Extinguisher Suppression, SS#'s 5.3.16B, 5.3.16C				
JPR# 5.3.19	Ground Cover Fire Attack, SS#s 5.3.19A, 5.3.19B, 5.3.19C, 5.3.19D				

This form is **NOT** valid without the signature below:
 Formal Training Instructor Verification

Printed Name of MTO / SFI	Signature of MTO / SFI
Initials	Date

AND / OR

Actual Fire Incident Chief Fire Officer Verification

Printed Name of Chief Fire Officer	Signature of Chief Fire Officer	Initials
Fire Department Name	FDID #	Date

Objective #	Firefighter I - Job Performance Requirement
5.3.10	<p>Interior Structural Fire Attack Attack an interior structure fire operating as a member of a team, given an attack line, ladder when needed, personal protective equipment, tools, and an assignment so that team integrity is maintained, the attack line is deployed for advancement, ladders are correctly placed when used, access is gained into the fire area, effective water application practices are used, the fire is approached correctly, attack techniques facilitate suppression given the level of the fire, hidden fires are located and controlled, the correct body posture is maintained, hazards are recognized and managed, and the fire is brought under control.</p>

5.3.7	<p>Passenger Vehicle Fire Attack Attack a passenger vehicle fire operating as a member of a team, given personal protective equipment, attack line, and hand tools, so that hazards are avoided, leaking flammable liquids are identified and controlled, protection from flash fires is maintained, all vehicle compartments are overhauled, and the fire is extinguished.</p>
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5.3.8	<p>Exterior Class A Fire Attack Extinguish fires in exterior Class A materials, given fires in stacked or piled and small unattached structures or storage containers that can be fought from the exterior, attack lines, hand tools and master stream devices, and an assignment, so that exposures are protected, the spread of fire is stopped, collapse hazards are avoided, water application is effective, the fire is extinguished, and signs of the origin area(s) and arson are preserved.</p>
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5.3.16	<p>Portable Fire Extinguisher Suppression Extinguish incipient Class A, Class B, and Class C fires, given a selection of portable fire extinguishers, so that the correct extinguisher is chosen, the fire is completely extinguished, and correct extinguisher-handling techniques are followed.</p>
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5.3.19	<p>Ground Cover Fire Attack Combat a ground cover fire operating as a member of a team, given protective clothing, SCBA if needed, hose lines, extinguishers or hand tools, and an assignment, so that threats to property are reported, threats to personal safety are recognized, retreat is quickly accomplished when warranted, and the assignment is completed.</p>
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**Division of Homeland Security and Emergency Services
Office of Fire Prevention and Control
Training Authorization Letter**

To the Office of Fire Prevention and Control:

The firefighter listed below is an active member of _____ Fire Department, is at least 16 years of age, and is authorized to attend the course indicated below. I understand this training course may contain certain evolutions that simulate and/or create actual firefighting or rescue conditions. The Office of Fire Prevention and Control is not responsible and/or liable for any malfunction or damage to any equipment used during this training program.

PLEASE PRINT ALL INFORMATION

Fire Chief Authorization

Fire Department	FDID #	Date
Fill in YES or NO		YES
The firefighter listed below has medical clearance to use Self Contained Breathing Apparatus, (SCBA), in accordance with 29 C.F.R. part 1910. 134.		NO
The firefighter listed below is authorized to use SCBA and participate in interior /exterior firefighting evolutions.		
If you cannot answer the questions above because you do not know the requirements of 29 C.F.R. Part 1910 or do not know whether the firefighter listed below is authorized to use SCBA, please contact your County Fire Coordinator or OFPC.		

Print Chief's Name	Chief's Signature
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Course Information

Course Record #	Course Title
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Student Information

Last Name	First	MI
Address	City	State
Home Phone ()	Work Phone ()	Zip

I, _____, PRINT NAME OF FIREFIGHTER have read, fully understand and agree with above information. I understand and acknowledge the importance of safety during the training course and further acknowledge that if an instructor believes that my behavior or abilities may cause a safety risk to myself or another, the instructor has the authority to remove me from the simulation or course.

SIGNATURE OF FIREFIGHTER DATE

And, if firefighter is 16 or 17 years old, the following consent must be provided:

I, _____, PRINT parent or legal guardian of _____, PRINT NAME OF FIREFIGHTER consent to his/her participation in the training listed above. I have read, fully understand, and agree with the above information. I understand and acknowledge that safety is important during the training course and further authorize the instructor to remove _____, PRINT NAME OF FIREFIGHTER from the simulation or course if the instructor believes that his/her behavior or abilities may cause a safety risk to himself/herself or another.

SIGNATURE OF AUTHORIZED LEGAL GUARDIAN DATE

PRINTED NAME RELATIONSHIP TO FIREFIGHTER

Please Note: No persons under the age of 16 may attend or participate in any training course delivered by the Office of Fire Prevention and Control. Additional copies of this form are available at <http://www.dhss.ny.gov/ofpc>

Outreach Training Guide
Appendix B-12
Training Authorization Letter Policy

The Training Authorization Letter is instituted to ensure that the student firefighter, fire chief/department and the state fire instructor know that an individual has the authorization to attend the training course or courses delivered by the New York State Division of Homeland Security and Emergency Services, Office of Fire Prevention and Control and has obtained the necessary medical clearances to participate in strenuous firefighter training activities. In addition, 16 and 17 year old firefighters must obtain approval from a parent or legal guardian prior to attending and participating in any and all training courses delivered by the Office of Fire Prevention and Control. No persons under the age of 16 may attend or participate in any training course delivered by the Office of Fire Prevention and Control.

A letter signed by a chief officer of the student's agency shall be submitted prior to participation in the following training programs delivered by the New York State Department of State, Office of Fire Prevention and Control:

- Firefighter I
- Firefighter II
- Intermediate Firefighter
- Firefighter Survival
- Firefighter Assist and Search (FAST)
- Truck Company Operations
- SCBA Confidence
- Confined Space Rescue
- Passenger Train Rescue
- Hazardous Materials Technician - Basic
- Advanced Hazardous Materials Technician
- Flammable Gas Workshop
- Any new or future training courses requiring the use of Self Contained Breathing Apparatus (SCBA) or Supplied Air Respirators (SAR'S) in accordance with 29CFR1910.134

Procedure:

1. Courses Requiring the Use of Self Contained Breathing Apparatus (SCBA) or Supplied Air Respirators (SAR):

A. The student firefighter shall submit to the state fire instructor a completed Training Authorization Letter signed by a chief officer and the student at registration for the first class session of any course requiring the use of SCBA or SAR (courses listed above).

B. Any student firefighter that does not submit a completed letter will not participate in any evolution or course session requiring the use of SCBA or SARs and will not receive credit for that session.

C. A Training Authorization Letter must be submitted for each course attended.

2. Course Attendance by 16 and 17 Year Old Firefighters:

A. Student firefighters 16 or 17 years of age must complete a Training Authorization Letter. This letter must be signed by a chief officer, the student firefighter and parent or legal guardian and submitted at registration for the first session of any course offered by OFPC.

B. Any 16 or 17 year-old student firefighter that does not submit a signed letter will not participate in the course.

C. A Training Authorization Letter must be submitted for each course attended.

EXAM NUMBERS -

Written and Practical Exams \$50

- Firefighter I - 75-5001 *
- Firefighter II - 75-5002 **
- Fire Officer I - 75-5005
- Hazardous Materials First Responder Operations - 75-5111 ***
- Hazardous Materials Technician - 75-5112 ***
- Airport Firefighter - 75-5030 + ***

Written Exams Only \$25

- Fire Service Instructor I - 75-5003
- Fire Service Instructor II - 75-5004
- Fire Officer II - 75-5006
- Fire Officer III - 75-5007
- Fire Investigator I - 75-5050
- Fire and Life Safety Educator I - 75-5040
- Incident Safety Officer - 75-5011
- Fire Inspector I - 75-5020

PHOTO ID REQUIRED FOR ADMISSION TO ALL EXAMS

*** REQUIRES:**

1. TRAINING AUTHORIZATION FORM
(<http://www.dhSES.ny.gov/ofpc/documents/authorization.pdf>)
2. LIVE FIRE SUPPRESSION FORM FF I
(<http://www.dhSES.ny.gov/ofpc/documents/forms/dos1883.pdf>)
3. CURRENT CPR CARD / AND CURRENT OR NONCURRENT FIRST AID CARD
4. BRING PPE/SCBA

**** REQUIRES:**

1. TRAINING AUTHORIZATION FORM
(<http://www.dhSES.ny.gov/ofpc/documents/authorization.pdf>)
2. LIVE FIRE SUPPRESSION FORM FF II
(<http://www.dhSES.ny.gov/ofpc/documents/forms/dos1884.pdf>)
3. BRING PPE/SCBA

***** REQUIRES:**

1. TRAINING AUTHORIZATION FORM
(<http://www.dhSES.ny.gov/ofpc/documents/authorization.pdf>)
2. BRING PPE/SCBA

+ CONTACT THE ALBANY OFFICE REGARDING EXAM FEE

REQUIRED PREREQUISITES

Online, go to:

www.dhSES.ny.gov/ofpc/training/fire-academy/national-certifications.cfm

NOTE: ANY CANDIDATE NOT MEETING PREREQUISITE REQUIREMENT WILL BE DENIED

REMINDERS

Did you remember to:

1. Fully complete this form
2. Attach all pre-requisite documentation required for desired certification
3. Provide all appropriate signatures
4. Make payment

ALL INCOMPLETE APPLICATIONS WILL BE RETURNED
