




FIRE RESCUE

ALBEMARLE COUNTY

STANDARD ADMINISTRATIVE POLICY

Subject:	Minimum Training Standards – Basic
Reference Number:	SAP-TRN-004
Effective Date:	1 May 2006
Last Revision Date:	N/A
Signature of Approval:	 J. Dan Eggleston, Chief

Purpose: The purpose of this policy is to establish minimum training standards for non-officer positions within the County of Albemarle who join the organization after the effective date of this policy..

Background: The Training Committee has met regularly and discussed the concept of county-wide training associated with the different positions throughout the County. Over the course of the last year, training officers have obtained feedback from individual stations and used that as a basis for the recommendations below. It is the intent of the Training Committee to establish minimum training standards for non-officer positions. This policy was adopted by the Albemarle County Fire Rescue Advisory Board at the 26 April 2006 meeting.

Scope: This policy applies to all Department of Fire Rescue personnel.

Definitions:

1. **Certified:** Personnel who have received certification in state / national standards through an agency of authority.
2. **Qualified:** Personnel who have received training through a combination of courses, in-house delivery, and experience.
3. **Non-Structural Member:** Personnel who have joined an organization and do not possess the required minimum training for structural activities. These personnel are capable of participating in a ride-along capacity on an emergency incident.
4. **Rookie Firefighter:** Personnel who possess National Fire Protection Association (NFPA) 1403 certifications. These personnel are capable of participating in firefighting activities, including entry into an immediately dangerous to life and health (IDLH) atmosphere. The Rookie Firefighter must be under the direct supervision of a Senior Firefighter or higher in order to participate, and should not count towards minimum staffing.
5. **Released Firefighter:** Personnel who possess NFPA 1001 qualifications at the Firefighter I level. These personnel are capable of participating in all firefighting activities, including entry into an IDLH atmosphere. The Released Firefighter is capable of operating without direct supervision.
6. **Senior Firefighter:** Personnel who possess NFPA 1001 qualifications at the Firefighter II level. These personnel are capable of acting as a group or division supervisor, and overseeing tactical objectives. The Senior Firefighter is capable of commanding an emergency incident.
7. **BLS-AIC:** Personnel who possess Basic Life Support (BLS) certification in accordance with Virginia Office of Emergency Medical Services (OEMS) regulations. The BLS Attendant in charge (AIC) shall be released in accordance with Thomas Jefferson Emergency (TJEMS) protocols.
8. **ALS-AIC:** Personnel who possess ALS certification in accordance with Virginia OEMS regulations. The ALS AIC shall be released in accordance with TJEMS protocols.

9. Extricator: Personnel who possess qualifications in extrication. This designation can be utilized as a stand alone designation, or in conjunction with any rank position beyond probationary status.
10. Driver-Emergency Operator: Personnel who have certifications in EVOC, and possess a valid Virginia driver's license. The Driver – Emergency Operator shall be able to operate emergency vehicles within their EVOC classification during an emergency response. This status can include zone cars, quick response vehicles, and wildland apparatus functioning in similar capacity.
11. Driver-Ambulance Operator: Personnel who have certifications in EVOC, and possess a valid Virginia driver's license. The Driver – Ambulance Operator shall be able to operate an ambulance during emergent response.
12. Driver-Squad Operator: Personnel who have certifications in EVOC, Vehicle Extrication, and HMA, and a valid Virginia Driver's license. The Driver – Squad Operator shall be able to operate the Squad during emergent responses, and have working knowledge of all specialty equipment carried on the apparatus.
13. Driver-Pump Operator: Personnel who possess certifications in EVOC, Basic Pump Operations, Rural Water Supply, and a valid Virginia Driver's license. The Driver – Pump Operator shall be able to operate the pumping apparatus during emergent responses, and demonstrate proficiency on pumping the apparatus.
14. Driver-Aerial Operator: Personnel who are released as a Pump Operator, and possess certification in Driver – Aerial Operator. The Driver – Aerial Operator shall be able to operate the aerial apparatus during emergent responses, and demonstrate proficiency on the operation of the aerial device. These personnel shall also have a working knowledge of specialty equipment carried on the apparatus.

Policy:

1. Training

To ensure personnel are provided the necessary education for emergency incident mitigation, the following training levels are required (**bold**) and recommended (*italics*):

Probationary Member	Rookie Firefighter	Released Firefighter	Senior Firefighter
System Orientation <i>CPR*</i> <i>First Aid*</i>	Fire Attack* <i>HMA*</i>	FFI* <i>IS700*</i>	FFII* <i>STICO*</i>
BLS AIC	ALS AIC	Extricator	Driver-Emergency Operator**
BLS Certification* <i>BTLS*</i>	ALS Certification* <i>ACLS*</i> <i>PALS*</i>	Vehicle Extrication <i>HMA*</i>	EVOC (I)* <i>EVOC (II)</i> <i>EVOC (III)</i>
Driver-Ambulance Operator	Driver-Squad Operator	Driver-Pump Operator	Driver-Aerial Operator
EVOC (II)*	EVOC (III)* <i>Vehicle Extrication*</i> <i>HMA*</i>	EVOC (III)* <i>BPO*</i> <i>RWS*</i>	Driver-Pump Operator <i>DAO*</i>

**Class definitions are attached to the end of this policy*

All new personnel must be certified at the required level in order to participate within a classification. Existing personnel can be identified as qualified through the Training Officer and local record keeping.

2. Record-Keeping

Certification records shall be maintained in the FireRMS database, in accordance with SAP-DEP-029.

3. Class Glossary

- a. System Orientation: Administrative requirements necessary for membership
- b. CPR: Cardio-pulmonary resuscitation
- c. HMA: Hazardous Materials Awareness
- d. FFI: Firefighter I
- e. IS-700: Introduction to the National Incident Management System (NIMS)
- f. FFII: Firefighter II
- g. STICO: National Fire Academy Strategy and Tactics for Company Officers
- h. BLS: Basic Life Support, including Emergency Medical Technician-Basic (EMT-B) and Emergency Medical Technician-J (EMT-J)
- i. BTLS: Basic Trauma Life Support
- j. ALS: Advanced Life Support, including EMT-Enhanced, EMT-Cardiac Technician, EMT-Intermediate, or EMT-Paramedic
- k. ACLS: Advanced Cardiac Life Support
- l. PALS: Pediatric Advanced Life Support
- m. EVOC: Emergency Vehicle Operator Course
- n. BPO: Basic Pump Operator
- o. RWS: Rural Water Supply
- p. DAO: Driver Aerial Operator