

FIRE 208.4
Firefighter I Certification
Test Class

SYLLABUS &
COURSE DIRECTIONS



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FIRE 208.4
FIREFIGHTER I PRACTICE AND CERTIFICATION TEST COURSE

I. Course Description:

This course is designed to provide students the opportunity to complete the on-line Written and the Skills Certification tests required by State Fire Training (SFT) as that part of that process necessary to obtain a Firefighter I (FFI) Certificate. The class does not include any instruction and it is the responsibility of the student to have completed all of it (including the hour requirements) as identified in the SFT FFI course plan *prior to attending the course*. Students are expected to be familiar with all Structural, Wildland and Haz-mat FFI evolutions as found on the 67 SFT FFI Skills Sheets (attached) and will be given limited time to practice these skills in the time frames identified below. At the completion of the Skills Practice, testing of the ten mandatory and seven random skills selected by SFT will be conducted.

Class Schedule

Day 1

Topic	Time	Duration
• Introduction and Course Overview	0800-0900	1 hour
• Summative On-line Exam	0900-1200	3 hours
• Skills Practice	1300-1700	4 hours

Day 2

Topic	Time	Duration
• Skills Practice	0800-1700	8 hours

Day 3

Topic	Time	Duration
• Skills Practice	0800-1700	8 hours

Day 4

Topic	Time	Duration
• Skills Practice	0800-1700	8 hours

Day 5

Topic	Time	Duration
• Skills Test	0800-1700	8 hours

Day 6

Topic	Time	Duration
• Skills Test	0800-1700	8 hours
• Summative Exam Re-Take (as needed)	0800-1100	3 hours

Day 7*

Topic	Time	Duration
• Course Review/After Action/Exam Re-Take (as needed)	0800-0900	1 hours

Totals	Class Hours
	49*

* As needed

II. Prerequisites:

This course **only** consists of the Certification Test of the SFT/IFSAC/Pro-Board Firefighter I certification process. Prior to attending this class, students must complete all of their FFI training including the hourly requirements as identified in the SFT FFI 2013 Course Plan http://osfm.fire.ca.gov/training/pdf/firefighter2013/FireFighterI_CoursePlan.pdf . To verify this, at the class orientation you must provide a completed copy (all 18 pages) of the SFT *Firefighter I Skills Testing Summary Sheets* as found in the rear of this packet. This document must be dated, initialed and signed by your Fire Chief, their designee or SFT approved Firefighter I Instructor (as found in SFT Procedures Manual, Sec. 6.7.1.2).

Please note that without this document, SFT Policies prohibit you from attending this class.

If you have previously attended a SFT accredited Firefighter I Academy and have enrolled in this class to obtain IFSAC/Pro-Board certification, a copy of your Academy Completion or SFT Firefighter I certificate will satisfy this requirement. If you possess Firefighter I issued from another State and are taking this class to obtain reciprocity with SFT Firefighter I, you must first apply to SFT following their procedures as found on the SFT *Fire Fighter I Certification Equivalency and Recognition* document <http://osfm.fire.ca.gov/training/pdf/SFTInterimProcedure-FFReciprocity.pdf>

IV. Attendance/Late Policy:

Attendance and punctuality for all portions of the class is essential to providing you the time necessary to practice as well as to test to the skills. Tardiness and/or absences will not be tolerated and may result in failure of the class. To adhere to SFT policies, students must display a California Driver's License or Government issued picture ID card on orientation day *which is mandatory to attend*. The SFT *Firefighter I Skill Testing Summary Sheets* will be collected at this time.

V. Pre-Course Assignments:

During the mandatory orientation, students shall be given the following assignments that must be completed prior to the first full class day:

A. Register for the On-line Written Test: Since the on-line written test is administered the first day of class, it is essential students *pre-register* for the test before they arrive. This can be done by following the instructions below. Please note there is an \$18 fee to take the test the student is responsible for and must be paid with a credit or debit card.

- Go to www.exampay.com/ca
- Click on: *Firefighter I Comprehensive Exam*
- Click on: *Pay*
- Complete the required student information. **Note:** *The Academy Code is R006*
- Complete the payment information. **Note:** *A coupon code is not required*
- Once completed, you will be issued a confirmation with a user ID. **Note:** *The user ID will be required to log on to the test and it is recommended you print this sheet and bring to the first day of class.*

If you require assistance navigating the Exam pay website and registering, a tutorial is available on YouTube at:

<https://www.youtube.com/watch?v=ES8gJhBvs3Y>

B. Register for EVALS: This class will be utilizing the EVALS Mobile Training Solutions platform during the SFT *Firefighter I Skill Testing*. It will be necessary for each student to register with EVALS prior to the start of the class. This is not optional. EVALS registration is \$39 for this class, and must be completed as follows:

- Send an email to register@evals.net

- Use subject line “ Enroll in EVALS SFT FF1 Skills Testing”
- Provide your name as registered for the class and your email along with your request to enroll
- EVALS will send an Invoice for \$39, with information on how to pay online using a debit or credit card
- With 48 hours of payment, EVALS will send a reply welcome email providing your temporary password and user name (your email address) along with a link to access the SFT FF1 EVALS site.

C. Complete the SFT Firefighter I Skill Testing Summary Sheets: Since these sheets are collected the first day of class, it is critical they are fully completed before you arrive. Each skill identified in the document shall be initialed and dated by the Fire Chief, their designee or SFT approved Firefighter I Instructor on the date they are completed. Once all skills have been performed, you and the department rep (as described above) must sign and date on the last page. The ID# section on the first page may be left blank.

D. Complete the Waiver: The waiver as found in this document must be completed by the student and will be collected the first day of class along with the SFT *Firefighter I Skill Testing Summary Sheets*

E. Required Equipment/PPE: To conduct skills testing, students must possess a NFPA 1971 compliant turn-out ensemble including; helmet (with goggles), coat, pants with suspenders, hood, boots and gloves. All must be in good condition and free from cracks, rips, tears or other damage. If there is any question the turn-outs you plan to use are not compliant, a full turn-out ensemble can be rented from 911 Safety at www.911SE.com or 610-279-6808. All PPE must be obtained prior to the first day of class. Because we reserve the right to prohibit you from participating in any activities if you do not possess PPE that is in good condition, If you have any concerns your gear is not compliant, we strongly encourage you to rent your PPE prior to class.

Students must also possess a NFPA 1981 compliant SCBA that has been Fit-Tested to the person using it. Under *extenuating circumstances*, a limited number of SCBAs are available from the Fire program. However, if you pursue this option you must inform us at the class orientation. Students belonging to a fire agency should use their own department issued PPE/SCBA.

Students should bring Wildland PPE issued by their agency. If you are not affiliated with a department, a Wildland PPE ensemble consisting of helmet (with shroud & goggles), jacket, pants, gloves and web-gear (with practice shelter) will be provided.

VI. Test Preparation:

A. Written Exam: For the written exam, you should be thoroughly familiar with the content of the latest edition of IFSTA *Essentials* or Jones & Bartlett *Fundamentals of Fire Fighter Skills* for the structure portion of the test, the *Firefighters Handbook on Wildland Firefighting* by William Teie for the Wildland portion, and the latest edition of IFSTA's *Hazardous Materials for First Responders* or the Jones and Bartlett *Hazardous Materials Awareness and Operations* for the Haz-mat FRO portion Although you may possess considerable knowledge of firefighting skills, because the test questions are drawn from those texts, your chance of passing will be enhanced by your familiarity with them. Please note there is no test review conducted as part of this class.

B. Skills Test: For the skills test, it is our expectation that students have practiced each of the 67 skills required in the FFI curriculum and are capable of completing each one successfully. To allow each student to become familiar with the PSTC facility and equipment, the first few days of the class will be devoted to practicing skills. Because time is limited, there is no guarantee you will have the opportunity to practice every skill. This reinforces the importance of doing so prior to enrolling in the class. Of the seventeen (17) skills to be tested, ten (10) are mandatory and will be required to be performed for every test. They include:

- *Don, Doff, Inspect and Prepare Structure PPE for Reuse* (Skill 2-2.1)
- *Don & Doff a Self-Contained Breathing Apparatus* (Skill 2-3.1)
- *Forward Hose Lay* (Skill 5-4.1)
- *Lift, Carry and Raise an Extension Ladder Single Firefighter (20 or 24' Ladder)* (Skill 5-7.1)
- *Structure Fire Attack – Interior Grade Level, Above or below (Live Fire)* (Skill 5-10.1A)
- *Donning Wildland PPE* (Skill 8-2.1)
- *Deploying a New Generation Fire Shelter – Lying Down Method* (Skill 8-2.2)
- *Assuming the Safety Position for an Air tanker Retardant Drop* (Skill 8-5.1)
- *Perform a Progressive Hose Lay – 500' Two Person* (Skill 8-7.1)
- *Identify Hazardous Materials, their Potential Hazards and Appropriate PPE* (Skill 9-1.1)

The remaining seven (7) are random and will be selected by State Fire Training and not shared with students until the first test day. For your benefit, all 67 skill sheets are included in this document for your use with the required skill sheets printed on salmon colored paper for easy identification.

VII. Test Procedures:

A. Written Exam: The written exam will be taken using IPADs provided by the Fire Program and consists of 160 questions broken down as follows: 100 Structural, 30 Wildland and 30 Haz-Mat FRO. SFT policies provide three hours to take the exam. To successfully pass the exam, 70% for each module must be achieved.

Re-take Procedures: If you fail the exam, you will only be required to retake that portion of the exam you failed (I.E. if you failed the Haz-Mat, you will only be required to re-take that module and its 30 questions). In the class schedule, we have allocated time on day six for re-takes if necessary. SFT policies permit two retakes within a one year period and second re-takes (if needed) will be scheduled on a case-by-case basis. Please note that in addition to the \$18 Exam pay fee for the initial exam, you will be charged \$18 for each module you need to re-take.

If you fail the second re-take, you must remediate each module(s) that was failed and then apply to SFT for permission to re-take the entire exam. As proof of remediation, prior to taking the exam, you must provide the following:

- Completed SFT Skills sign-off forms for every skill in the module you are re-taking
- A statement on department letterhead signed by the Fire Chief, their designee or SFT approved Firefighter I Instructor verifying the candidate has retrained on the cognitive and psychomotor materials and activities for each module

Upon completion of each written exam, you will receive an email record of your score. *It is essential you retain a copy of this record as it is one of the documents required when you submit your FFI application package to State Fire Training (see the section VIIB. Below).* Please note that if you fail any portion of the written test and perform a re-take, copies of those records must also be submitted in your FFI application package.

B. Skills Test: Due to the number of skills that must be demonstrated, skills testing will occur over multiple days and be conducted at individual stations throughout the PSTC training grounds. Skills must be performed as indicated on the SFT Skill Sheets in order to achieve a passing grade. While taking the skills exam, students are not permitted to witness those skills performed by other candidates and shall remain in a “Staging” area. As a test station becomes available, students will be dispatched or escorted from the “Staging” area to the test station and remain at that station until they are directed to proceed to the next. This process will continue until each of the 17 required skills have been completed.

Re-take Procedures: If you fail a specific skill, students will be provided a second attempt for each skill failed during the exam process. If you fail the second re-take, as with the written exam, you must remediate each module(s) that was failed and then apply to SFT for permission to re-take the entire exam. As proof of remediation, prior to taking the exam, you must provide the following (as listed above):

- Completed SFT Skills sign-off forms for every skill in the module you are re-taking
- A statement on department letterhead signed by the Fire Chief, their designee or SFT approved Firefighter I Instructor verifying the candidate has retrained on the cognitive and psychomotor materials and activities for each module

C. Use of EVALs.net: To provide as unbiased and objective evaluations as possible, all skills tests performed by students will be video recorded using the EVALs.net platform. Use of EVALs allows a record of each skill demonstration to be saved and immediately reviewed by evaluators or students if there is any question as to their performance. Please note student access to their videos are subject to the terms and conditions of the EVALs contract signed by the student.

In addition to the ability to record your performance, your EVAL's account will allow you the ability to view videos of many of the skills performed in a passing manner. These "Model" videos are not meant to serve as a substitute for training to each skill, but validate the training you have completed is consistent with the applicable skill.

D. Class Completion: Upon successfully completing the class, the student will be given the following documents.

- A SRJC Class Completion certificate
- Signed copies of their *Firefighter I Certification Exam Skills Summary* sheets completed during testing (different from the 18 page *SFT Skills Testing Summary Sheet*)
- Your *SFT Skills Summary Sheet* (that were turned in on the class orientation day)
- A *FFI Certification Task Book (October 2013)* with the *Structure Fire Attack (Skill 5-10.1A)* signed off.

Note: Because it is the intent of the Task Book to reinforce the skills tested during this course, we have purposely not signed off on the skills within it. The one exception is the *Structure Fire Attack*. Because it is a mandatory skill and these incidents structure fires are on the decline, there is a chance you may not experience one during your work experience so we have signed it off for you.

It is also important you retain these documents identified in this section as you will be required to include many of them when submitting your FFI application to State Fire Training.

VIII. Completing the FFI Certification Process:

A. Task Book: Once a student has completed the Certification Test, to meet the work experience component, candidates will need to complete a year as a volunteer or 6 months as a paid firefighter. During that time, the Task Book must be completed and signed off by the sponsoring agency's Fire Chief (or designee).

B. Submitting Your FFI Application: Once your Task Book is completed and the co-requisite courses identified below have been completed, the candidate may submit their FFI application which can be found on the SFT website at: <http://osfm.fire.ca.gov/training/pdf/firefighter2013/FFI-ApplicationForCertification.pdf> . Please note the following documents must be included with your application for it to be processed:

- Your *SFT FFI Certification Application*
- Copies of your *Public Safety First Aid and CPR Card*
- A copy of your *IS-100 Certificate*
- A copy of your *IS-700 Certificate*
- A copy of your *Confined Space Rescue Awareness Certificate*
- Copies of your *Firefighter I Certification Exam Skills Summary* sheets (completed during testing)

- Copies of your Exampay email showing your passing grades for the FFI written exam (if you performed re-takes of this exam, you should provide copies of the email showing your pass date and score)
- Payment for the SFT fee

It is also important you identify the Certification option you desire. While the application fee is slightly higher, It is recommended you opt for the California/IFSAC/Pro-Board option as it is more widely recognized throughout the United States and will provide you more employment opportunities.

We wish you the best of luck in this process.

APPENDIX A



SONOMA COUNTY JUNIOR COLLEGE DISTRICT

**COLLEGE-SPONSORED ACTIVITY &
VOLUNTARY ACTIVITY WAIVER, RELEASE & INDEMNITY AGREEMENT**

For and in consideration of permitting the following named person (**participant**):

_____ (Print name)_to enroll in; and/or participate in the Firefighter I Certification test class (Fire 208.4) of the Sonoma County Junior College District, beginning on the ____ **day of** _____, the undersigned hereby voluntarily releases, discharges, waives and relinquishes any and all actions, or causes of action, for personal injury, property damage or wrongful death occurring to him/herself arising as a result of engaging or receiving instructions in said activity, or any activities incidental thereto, wherever or however the same may occur and continue, and the undersigned does for him/herself, his/her heirs, executors, administrators and assigns hereby release, waive, discharge and relinquish any action or causes of action aforesaid, which may hereafter arise for him/herself and for his/her estate, and agrees that under no circumstances will he/she or his/her heirs, executors, administrators and assigns prosecute, present any claim for personal injury, property damage or wrongful death against the Sonoma County Junior College District or any of its officers, agents or employees for any of said causes of action, whether the same shall arise by the negligence of any of said persons, or otherwise.

It is the intention of (the participant) by this instrument, to exempt and relieve the District from liability for personal injury, property damage or wrongful death caused by negligence.

The undersigned, for him/herself, his/her heirs, executors, administrators or assigns, agrees that in the event any claim for personal injury, property damage or wrongful death shall be prosecuted against the Sonoma County Junior College District, he/she shall indemnify and save harmless the Sonoma County Junior College District from any and claims or causes of action by whomever or wherever made or presented for personal injuries, property damage or wrongful death.

I, the undersigned, have no known medical condition(s) which may pose a risk to the health and safety of me or others by participating in the activity(s). I agree to advise the District in writing of any medical, physical or health condition which may be affected or in any way jeopardized by participating in a specific activity.

I, the undersigned I hereby waive any right to inspect or approve the finished photograph, advertising copy, or printed products that may be used in conjunction therewith, or to the eventual use that it may be applied, including any personal use by my classmates. In connection to the foregoing, I release and hold harmless Santa Rosa Junior College/Public Safety Training Center from all liability. All photos taken by SRJC/PSTC will remain the property of SRJC/PSTC and will not be sold or used by another agency or organization for commercial purposes.

I the undersigned acknowledges that I have read the foregoing Waiver of Liability Notice, has been fully and completely advised of the potential dangers incidental to engaging/participating in the activity and/or instructing of the above-mentioned, understands he/she is not necessarily covered by Sonoma County Junior College District insurance, and is fully aware of the legal consequences of signing the within instrument.

Signature (Participant)

Date