

Fire Officer Certification Program Revision – May 2016

Level	Current Certifications		New Certifications	
	Provisional and Fire Officer I	Provisional and Fire Officer II	Company Fire Officer	Advanced Fire Officer
Course Requirement	160 hours of Fire Officer I course work delivered in (4) traditional 40-hour blocks.	120 hours of Fire Officer II course work delivered in (3) traditional 40-hour blocks.	3 phase learning model featuring ability to deliver as blended learning or traditional method. <ul style="list-style-type: none"> • Phase 1 provides understanding of concepts. • Phase 2 allows for instructor led practical applications. • Phase 3 places student into local role of officer to apply Phases 1 and 2. 	
Co-Requisites	Instructor I FFIII or Advanced FF	Instructor II FOI or CoFO	Instructor I, FFIII or Advanced FF	Instructor II, Incident Safety Officer, CoFO or FO I
Work Experience Method	Provisional work experience without performance indicators other than time. (Task Book after 07-01-16)	Provisional work experience without performance indicators other than time. (Task Book after 07-01-16)	Job Task Book provides direct performance indicators and allows department review of performance specific to their department.	
Additional Certification Steps	Apply for certification after provisional requirements are met.	Apply for certification after provisional requirements are met.	Apply for certification after Task Book requirements are met and passage of State certification exam.	
Continuing Education	No recertification requirements	No recertification requirements	Recertification required for officers certified at each new level. 100 points required, combining experience and training every four years.	

Recertification Requirement

- 1) Recertification is required every four years. Recertification is based on an accumulation of 100 points (training/work experience) which is maintained in department training records.
- 2) OSFM notifies employing department one year and 90 days prior to ending date of current certificate.
- 3) Department re-applies for re-certification if training records indicate the accumulation of 100 points by submitting electronically or a new application for certification and tally sheet with original signature of employing Chief on both documents.
- 4) New certificate is issued and available by utilizing OSFM PSE WebAccess.

- 5) If denied, e-mail sent to department with reasons for denial.

Recertification Point System Criteria

The following Training/Employment Criteria is allowed to accumulate points applicable to re-certification as a Fire Officer. A combination of the following two sections, adding up to 100 points per a four (4) year period will qualify an individual, who is certified through this office, to apply for re-certification at this level.

The documentation of all points is to be retained in the individual's training records. This documentation must be attested to by the employing Fire Chief. The form for documenting the accumulated points is attached.

1) Training:

1 point/hour for a minimum of 60 points/maximum of 90 points total over a 4 year re-certification period. Training may include training programs, seminars/conferences, college level courses, internet training, in-house training, and power point/video training conducted by a recognized agency or group and covering the objectives based on the approved OSFM objectives. Training session would be awarded 1 point per hour of training. Instructors, including assisting with delivery of a program, would be awarded 2 points per hour of training.

2) Experience:

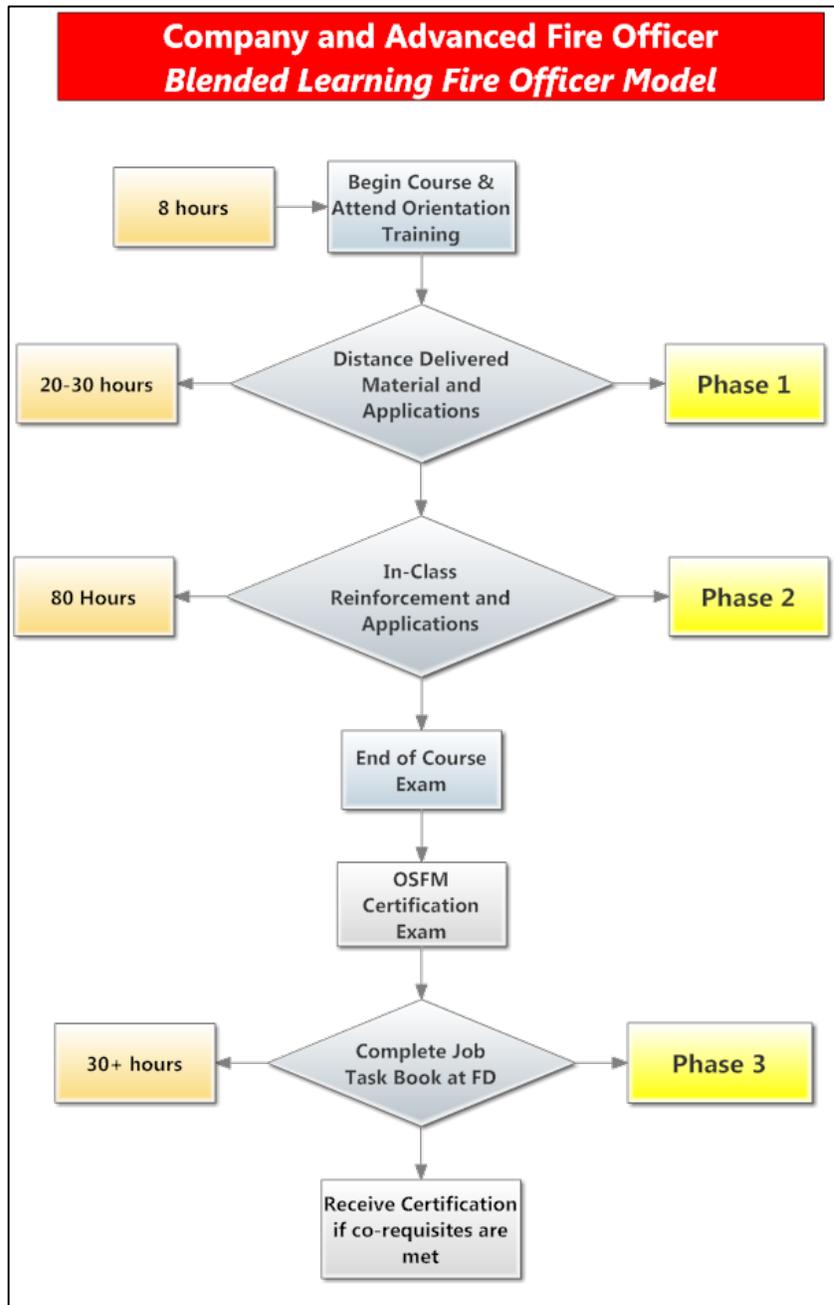
- a) 1 point per occasion for a maximum of 40 points total over a 4 year re-certification period for actual emergency scene leadership.
- b) 2 points/year for a maximum of 8 points total per re-certification period for supervision of fire companies within his/her agency. This is for an assigned supervisory role, not supervision at a specific incident.

Course Correlations:

- 1. Each course has been correlated to NFPA 1021 Fire Officer Professional Qualifications (2014 edition) at their respective levels.
- 2. Current Fire Officer I and II course objectives and lesson outlines have been reviewed and most of the content has been updated and placed into NFPA designated groupings (duty areas) which replace our Leadership I -IV, Strategy and Tactics I - II and Fire Prevention Principles courses.
 - a. Human Resource Management
 - b. Emergency Service Delivery
 - c. Inspections and Investigations
 - d. Health & Safety
 - e. Community and Government
 - f. Administration
- 3. Course objectives developed and assembled into NFPA duty areas from which Phase 1 and Phase 2 content and evaluation measures were drawn from.
- 4. Subject matter experts (SME's) who have extensive experience as fire officers and instructors in existing curriculums, reviewed and developed content and exercises.

Blended Learning Option

To better serve the entire State of Illinois and the many different types of fire departments, the inclusion of a blended learning option will allow for a greater geographic area of course delivery by reducing the number of traditional in-class hours required for certification. This is accomplished by allowing the student to complete Phase 1 (cognitive theory and application) on their own, and at their own pace using a variety of learning strategies. Agencies with course approval can still deliver Phase 1 content using traditional methods if desired.



Recommendations

The Fire Officer SCAC believes that the enhancements made to the course content and delivery methods of these certifications will allow qualified agencies and instructors to help develop better company officers. Bringing these certifications into line with improved educational methodology already in use in the Chief Officer Certification provides consistent delivery of officer training through all available certification levels. The Fire Officer SCAC made the following recommendations to the Fire Advisory Commission which were approved as follows:

1. Approve the proposed administrative rules on or before July 1, 2016.
2. Establish continuing education to maintain Fire Officer Certification (NFPA 1021) 100 points required every four years. Points are earned on experience, self-directed learning, in-house programs and seminars that are documented with the AHJ.
3. Allow for continued delivery of Company and Advanced Fire Officer pilot certification courses by IFSI and IFCA until July 1, 2016 so further improvements to class applications and content can continue.
4. Support and endorse further development of Job Task Books for these levels of certification to replace current Provisional Fire Officer Certification levels.
5. Allow for current Fire Officer I and Fire Officer II certified individuals to complete the new Job Task Book and challenge OSFM examination to upgrade their certification to new levels.
6. Allow for current Provisional Fire Officer I and Provisional Fire Officer II certified individuals to use Job Task Book completion as a measure of meeting work experience allowing them to be certified at their respective level.
7. Course exam given by teaching agency at the completion of Phase 2.
8. State Certification Exam to be taken after successful completion of the course exam.
9. Fire Officer I to be identified as Company Fire Officer.
10. Fire Officer II to be identified as Advanced Fire Officer.
11. Establish “sunset” date of June 30, 2019 for all Fire Officer I and Fire Officer II courses to cease and anyone not meeting certification requirements must restart certification training at new levels.

Please direct questions to:

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