

# Program of Instruction

## Course Syllabus

**Course Title:** Fire Department Health and Safety Officer

**Course Duration:** 40 hours

**Program:** Fire Officer

**Course Prerequisites:** Company Fire Officer (or other NFPA Fire Officer I)

**Course Description:** The Health and Safety Officer class is designed to prepare the firefighter who will be assigned and authorized by the Fire Chief to perform the functions of Fire Department Health and Safety Officer (HSO) Program Manager, or who serves to assist the Program Manager.

Risk management is a vital component to any organization's operation. The course will include steps of identification and analysis of exposure to hazards, selection of appropriate techniques to control exposures, implementation of chosen techniques, and the monitoring of results to ensure the health and safety of members.

**Course Requirements:** This class is offered as an online course with work to be completed through the IFSI Learning Management System (LMS).

- 100% Completion of assignments is required.
- Passing the final exam with a minimum of 70% is required.

**Required Textbook:**

Angle, James S. *Occupational Safety and Health in Emergency Services*, Jones and Bartlett Learning, 5<sup>th</sup> Edition, 2021

Students must provide or purchase their own textbook. Jones & Bartlett offers a discounted copy of the textbooks (printed and electronic) by utilizing the link below.

Printed Textbook:

<http://www.jblearning.com/cart/Default.aspx?bc=18025-1&ref=psg&coupon=IFSI25>

Electronic Textbook:

<http://www.jblearning.com/cart/Default.aspx?bc=24128-0&ref=psg&coupon=IFSI25>

### **Additional Resources:**

- NFPA 1500 *Standard for Emergency Responder Health and Safety (2022)*
- NFPA 1561 *Standard on Emergency Services Incident Management System and Command Safety (2022)*
- NFPA 1581 *Standard on Fire Department Infection Control Program (2022)*
- NFPA 1582 *Standard on Comprehensive Occupational Medical Program for Fire Departments (2022)*

NFPA Free Access link:

<https://www.nfpa.org/Codes-and-Standards/All-Codes-and-Standards/Free-access>

### **Reading Assignments:**

See Course Content below.

### **Course Policies:**

**Attendance Policy:** IFSI requires students to attend (100%) or make up all course content that leads to certification. Students are expected to attend on time and to remain in class for the duration of the course. Students **MUST COMPLETE** all portions of a certification course, both classroom and practical, to be eligible to receive their certification.

If a student misses any portion of class with an accumulated absence of 20% or less of scheduled class time, it will be the student's responsibility to arrange the make-up of the missed course content with the instructor(s) or program manager. The student must make up the specific course content that s/he missed, not just the hours. Make-ups are limited to 20% of scheduled class time. Make-ups must be documented on the class roster. If a student's absence is greater than 20% refer to "True Emergences" section of the IFSI Examination Policy.

**Safety Policy:** Students shall understand and follow all instructions pertaining to operational safety, as stated by instructors, or as written in course materials. Instructors and students shall be always mindful of safety. Conduct judged to be unsafe shall be grounds for dismissal from the course.

**Academic Integrity Policy:** IFSI has the responsibility for maintaining academic integrity to protect the quality of the education provided through its courses, and to protect those who depend upon our integrity. It is the responsibility of the student to refrain from infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aids others in such infractions. Any violation of the code of conduct is grounds for immediate dismissal from the course.

**Grading Policy:** Decisions regarding certificates of course completion shall be made solely by the lead instructor of the course. All grading of exams shall be conducted by the Curriculum/Testing Office. All grading of practical exercises shall be based upon the standards set by the regulatory agency referenced in the course material and IFSI.

Retesting: If a student fails to pass an examination, retesting takes place on set dates at regional sites across the state. More information is provided in the course completion email and on the IFSI website.

**American Disabilities Act:** As guaranteed in the Vocational Rehabilitation Act and in the American Disabilities Act, if any student needs special accommodations, they are to notify their instructor and provide documentation as soon as possible so arrangements can be made to provide for the student's needs. If arrangements cannot be made at the class site, the student will test at an alternative time and place where the special accommodations can be made.

**Evaluation Strategy:** Students will be evaluated by the End of Course Exam and the required Class Projects.

### **Course Content:**

#### Chapter 1

Title: Introduction to Emergency Services Occupational Safety and Health

Terminal Learning Objective:

At the conclusion of this module, the student will be able to explain occupational safety and health in the emergency services.

#### Chapter 2

Title: Review of Safety-Related Regulations and Standards

Terminal Learning Objective:

At the conclusion of this module, the student will to able to explain how regulations and standards impact emergency responder safety and health in fire service organizations.

#### Chapter 3

Title: Risk Management

Terminal Learning Objective:

At the conclusion of this module, the student will to able to explain risk management as it relates to occupational safety and health.

#### Chapter 4

Title: Safety Program Development and Management

Terminal Learning Objective:

At the conclusion of this module, the student will identify the elements of a safety and health program.

## Chapter 5

Title: Pre-Incident Safety

Terminal Learning Objective:

At the conclusion of this module, the student will be able to explain safety considerations in pre-incident aspects of emergency response.

## Chapter 6

Title: Safety at the Fire Emergency

Terminal Learning Objective:

At the conclusion of this module, the student will be able to explain the challenges faced at fire incidents that affect the safety of responders.

## Chapter 7

Title: Safety at the Medical Emergency

Terminal Learning Objective:

At the conclusion of this module, the student will describe the hazards faced by responders at emergency medical incidents.

## Chapter 8

Title: Safety at the Rescue Emergency

Terminal Learning Objective:

At the conclusion of this module, the student will be able to explain the safety issues related to rescue incidents.

## Chapter 9

Title: Safety at Specialized Incidents

Terminal Learning Objective:

At the conclusion of this module, the student will to able to explain the safety issues related to specialized incidents.

## Chapter 10

Title: Post Incident Safety Management

Terminal Learning Objective:

At the conclusion of this module, the student will be able to explain the health considerations of post incident safety management.

## Chapter 11

Title: Personnel Roles and Responsibilities

Terminal Learning Objective:

At the conclusion of this module, the student will be able to list the responsibilities of various personnel.

## Chapter 12

Title: Safety Program Evaluation

Terminal Learning Objective:

At the conclusion of this module, the student will be able to explain the evaluation of a safety and health program.

## Chapter 13

Title: Information Management

### Terminal Learning Objective:

At the conclusion of this module, the student will be able to explain data collection as it pertains to safety and health information.

## Chapter 14

Title: Special Topics in Emergency Services Occupational Safety and Health

### Terminal Learning Objective:

At the conclusion of this module, the student will be able to explain various issues affecting safety and health programs.

### **Reference List:**

Office of the State Fire Marshal Incident Safety Officer Objectives

#### National Fire Protection Association

NFPA 470	Standard for Competence of Responders to Hazardous Materials
NFPA 1006	Standard for Rescue Technician Professional Qualifications
NFPA 1021	Standard for Fire Officer Professional Qualifications
NFPA 1250	Standard on Fire Service Risk Management
NFPA 1403	Standard for Live Fire Training Evolutions
NFPA 1500	Standard on Occupational Health and Safety Program
NFPA 1521	Standard for Fire Department Safety Officer
NFPA 1561	Standard for Incident Management System
NFPA 1581	Standard on Infection Control Program

#### Occupational Safety and Health Administration

29 CFR 1910.120	Hazardous Waste Operations & Emergency Response
29 CFR 1910.134	Respiratory Protection
29 CFR 1910.146	Permit Required Confined Spaces
29 CFR 1910.147	The Control of Hazardous Energy
29 CFR 1910.1030	Blood Borne Pathogens
29 CFR 1910.1200	Hazard Communication
29 CFR 1910.1926	Excavations, Trenching Operations

Angle, James S. *Occupational Safety and Health in Emergency Services*, Jones and Bartlett Learning, 5<sup>th</sup> Edition, 2021

## Course Schedule

### PHASE ONE (Online Zoom Session)

<u>Event</u>	<u>Duration</u>
Course Orientation	4 hours

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### PHASE TWO (Online 36 Hours)

#### WEEK ONE

##### Event

Read Chapters 1-3 of the textbook  
Presentations Chapters 1 – 3  
Practical Applications – Activities 1-3  
Assigned Projects

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#### WEEK TWO

##### Event

Read Chapter 4-6 of the textbook  
Presentations Chapters 4 – 6  
Practical Applications – Activities 4-7  
Assigned Projects  
Virtual Learning Session – as scheduled (1hour)

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#### WEEK THREE

##### Event

Read Chapters 7-9 of the textbook  
Presentations Chapters 7 – 10

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Practical Applications – Activities 8-9

Assigned Projects

Virtual Learning Session – as scheduled (1hour)

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**WEEK FOUR**

**Event**

Read Chapters 10-14 of the textbook

Presentations Chapters 11-14

Practical Applications – Activity 10

Assigned Projects

Virtual Learning Session – as scheduled (1hour)

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\*Projects are assigned randomly for each class.