

ATTITUDE

The longer I live, the more I realize the impact of attitude on life. Attitude, to me, is more important than facts. It is more important than the past, than education, than money, than circumstances, than failures, than success, than what other people think or say or do. It is more important than appearance, giftedness, or skill. It will make or break a company ...a church...a home. The remarkable thing is we have a choice every day regarding the attitude we will embrace for that day. We cannot change our past... we cannot change the fact that people will act in a certain way. We cannot change the inevitable. The only thing we can do is play on the one string we have, and that is our attitude...I am convinced that life is 10 percent what happens to me and 90 percent how I react to it. And so it is with you... we are in charge of our Attitude.

Fairfax County Fire and Rescue Department

Charles Swirdoll



Initial Emergency Response Training

Level 1

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Level 1

Initial Emergency Response Training Coupled with In Station Training (VISIT)

Is the start of certification process for
EMT and FF I/II

Designed to keep you safe while
you ride as an observer and
during EMT student training

Volunteer Operational Progression

• Volunteer Recruit / Applicant (VR)

Pre-requisites	Operational Capability	Remarks
Back-ground Check Voted into VFD	None	<ul style="list-style-type: none">• Issued Volunteer Recruit County ID Card.• Issued minimum VFD station uniform only (NO PPE).• Attends VISIT & Level 1 – can be done in any order.• Completes HIPAA / Security Information training.• Schedules physical.

VISIT

- Volunteer In-Station Orientation Training
- VFD specific
 - Your organization
 - Your apparatus
 - Your policies etc.
- Ensure your VFD records VISIT completion in VMS (Volunteer Management System), this will notify Volunteer Training Coordinator to update the FRD's database.
- VISIT is required before your status is upgraded to "trainee" which allows you to ride as an observer

HIPAA Privacy & Security On-Line Training

- Health Insurance Portability and Accountability Act (HIPAA) & Security Training
- Implementation of EMS billing (April 1, 2005) requires that the Fire and Rescue Department comply with Federal HIPAA regulations.
- Two parts
 - Privacy Rule provisions, Department policies and procedures regarding protected health information,
 - General security awareness training for use of electronic information technology
- Must be complete before riding as an observer or EMT school.

HIPAA Training

- Go to VMS/Document Library/Training/HIPAA training
- Complete PowerPoint
- Sign HIPAA Training Compliance Letter
 - have it countersigned by Volunteer Chief
 - Forward copy to Volunteer Training Coordinator



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- Volunteer Recruit / Applicant

• Volunteer Recruit / Trainee (VT)

Pre-requisites	Operational Capability	Remarks
HIPAA VISIT	Able to ride on EMS Units as Ride-Along - OBSERVES Only	<ul style="list-style-type: none"> • Issued red accountability tags. • Added to CAD. • Completes Level 1. • Completes latest editions of NIMS IS-100, IS-200, IS-700, & IS-800 courses online.
HIPAA VISIT Level 1A	Able to ride on Suppression Units as Ride-Along - OBSERVES Only ***Receipt of Class C physical precludes person from riding as an observer***	<ul style="list-style-type: none"> • Completes physical. • Uses station identification vest "Volunteer Recruit" and red helmet for ride-along. • Combined maximum of 4 ride-along per calendar month, prior to starting EMT school. • Rides as an OBSERVER, may assist with limited clean up duties under constant direct supervision. • Apply for EMT School.

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Level 1A

- PS/ICS = Personal Safety / Accident Awareness (includes basic infectious control procedures) & Incident Command System & Accountability – (4hrs)
- HA = Haz Mat Awareness – (8hrs)
- CPR = AHA HealthCare Provider Course – (6 – 8 hours)
 - Max 30 on course

On completion Level 1A, VISIT & HIPAA – ride as an observer on suppression units

CPR courses which are accepted by the Virginia Office of E.M.S.

<http://www.vdh.state.va.us/OEMS/Training/CPRRequirements.htm>

- American Heart Association - Basic Cardiac Life Support - "Healthcare Provider"
- American Red Cross - "CPR/AED for the Professional Rescuer and Healthcare Provider" or CPR/AED for Lifeguards
- American Safety and Health Institute – "CPR-PRO"
- Emergency Care and Safety Institute "Professional Rescuer"
- Medic First Aid - BLS for Professionals "BLSPRO"
- National Safety Council – "Healthcare and Professional Rescuer"
- ProCPR – "Healthcare Provider"

National Incident Management System (NIMS) On-Line Training

- Recommend you wait until after ICS/PS Class before doing these on-line as you will be given the foundation which makes the on-line courses easier to understand.
- As each course provides the foundation for the next course, do in following order
 - IS-700.a—ICS for Single Resources and Initial Action Incidents
<http://training.fema.gov/EMIWeb/IS/is700a.asp>
 - IS-100.b—Introduction to Incident Command System
<http://training.fema.gov/EMIWeb/IS/IS100b.asp>
 - IS-200.b—ICS for Single Resources and Initial Action Incidents
<http://training.fema.gov/EMIWeb/IS/IS200b.asp>
 - IS-800.b—An Introduction to National Response Framework
<http://training.fema.gov/EMIWeb/IS/IS800b.asp>
- **All are pre-requisites for EMT School or before you can ride as an EMT if already have certification.**
- On completion of each course you will be given a link to print out your certificate.
 - Either forward that link to VTC and your VFD Training Officer
 - Or print and send copy to VTC and your VFD Training Officer

Level 1B

- H.O.T = History, Organization & Terminology – (3hrs)
- EEO = Cultural Diversity - (3hrs)
 - (Equal Opportunity/Affirmative Action)
- Comms. = Communications - (3hrs)
- FE = Portable Fire Extinguishers – (4hrs)

Level 1 Class Hours

- Weekday classes start at 7 p.m. sharp.
- Weekend Classes start at 8 a.m. sharp.

- Volunteer Recruit / Applicant
- Volunteer Recruit / Trainee
- **Volunteer EMT Student / Trainee (VEMTS)**

Pre-requisites	Operational Capability	Remarks
VISIT HIPAA Level 1 All Hazards or EMS Only Class A or B Physical IS-100* IS-200* IS-700* IS-800*	Once started EMT Course (County or other jurisdiction) ride as EMS Student on EMS units. Only participate to skill level for which they have received verifiable training.	<ul style="list-style-type: none"> • Uses Red accountability tags. • Issued EMS gear with red helmet at start of EMS school. • Personnel who join while in an EMT course can ride at this level once they have met the prerequisites. • * previous editions or ICS versions are acceptable

Emergency Medical Technician (EMT) Course



- 154 hours (3 months)
- Tues & Thurs Evenings (7 – 10 pm)
- Sunday (8 am start)
 - About half the Sundays go until 4:30 pm
- College level course work with homework
- Max 30 per session
- after Mid-Term Exam
 - 5hrs Emergency Room
 - At least 5hrs riding on an Ambulance.
 - Need 10 patient assessments on live patients

Expected to attend every session
Can only miss 3 sessions or max of 10 hours

Next Courses:

EMT (B) 2042: July 23 – October 24, 2013

EMT (B) 2043: October 29, 2013 – February 13, 2014

Pre-requisites For EMT Course

- Completed VISIT
- Completed HIPAA On-Line
- Completed Level 1 training
- Hold current Healthcare Provider CPR card
- All Hazards or EMS Only Class A or B Physical
- Completed IS-100, IS-200, IS-700 & IS-800
- Must be 16 year olds at course start
 - Accepted if space permits, preference given to those over 18.

EMS Reciprocity, Legal Recognition and Equivalency

Certified in another state, registered nurse or military corpsmen check out

http://www.vdh.state.va.us/OEMS/Training/BLS_Reciprocity.htm

For more information on reciprocity, legal recognition or equivalency, call or write:

Office of Emergency Medical Services

Virginia Department of Health

1041 Technology Park Drive

Glen Allen, VA 23059-4500

(804) 612-3950 or 1-800-523-6019 (Toll Free in Virginia Only)

EMS Affiliation

- All operational volunteers are required to maintain affiliation with the Fairfax County Fire and Rescue Department under the Virginia Office of EMS certification data management system.
- Agency affiliation requests are now made electronically via the EMS Portal – please do this if you hold EMT certification.
- You can be affiliated to more than 1 agency.

- Volunteer Recruit / Applicant
- Volunteer Recruit / Trainee
- Volunteer EMT Student / Trainee
- **Volunteer EMT / Operational (VEMT)**

Pre-requisites	Operational Capability	Remarks
Valid driver's license VISIT HIPAA Level 1 All Hazards or EMS Only Class A or B Physical VAOEMS EMT Card IS-100* IS-200* IS-700* IS-800*	Ride at level of training on BLS unit. Personnel over 18 may ride on suppression units in addition to minimum staffing, assists with EMS duties, assist FF staff outside IDLH.	<ul style="list-style-type: none"> • Issued Volunteer EMT County ID Card. • Issued blue accountability tags. • Issued blue Helmet. • Personnel who join with EMT card can ride at this level once they have met the pre-requisites. • Do EVOC II. • Work toward EMT Driver. • Work toward EMT Aide. • Attend EMS Documentation / ePCR training (required for Driver, Aide, FF/EMT). • * previous editions or ICS versions are acceptable

Emergency Vehicle Operator's Course



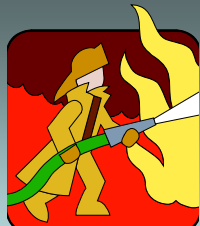
- 20 + hour course
 - 8 hours lecture
 - 4 hours in Driver Simulator
 - Practice as required at your Station
 - Can you parallel park?
 - Can you reverse only using wing mirrors?
 - 8 hours demonstrate driving ability and first day checks
- Pre-requisites
 - 18 years of age
 - Valid driver's license
 - Class A or B Physical
 - EMT qualified or enrolled in EMT course immediately prior to required EVOC course
 - HIPAA
 - IS-100, IS-200, IS -700 & IS-800
 - Volunteer Chiefs approval
- Some Volunteer Companies require Canteen Drivers to take this course

This is required prior to becoming a qualified EMT Driver, EMT Aide or VFF/EMT

- Volunteer Recruit / Applicant
- Volunteer Recruit / Trainee
- Volunteer EMT Student / Trainee
- Volunteer EMT / Operational

• **Volunteer FF Student / Operational (VRFF)**

Pre-requisites	Operational Capability	Remarks
Valid driver's license Over 18 years VISIT HIPAA Level 1 All Hazards Class A/B physical CPAT VAOEMS EMT Card IS-100* IS-200* IS-700* IS-800*	Ride at level of training on BLS Unit. Ride on suppression units in addition to minimum staffing , assists with EMS duties, assist FF staff outside IDLH	<ul style="list-style-type: none"> • Uses blue accountability tags. • SCBA Fit test done just before school starts. • Issued FF PPE and red Helmet after CPAT - only to be worn during FF school. • Ride as additional on suppression units, wears EMS gear. • * previous editions or ICS versions are acceptable



Fire Fighter I/II

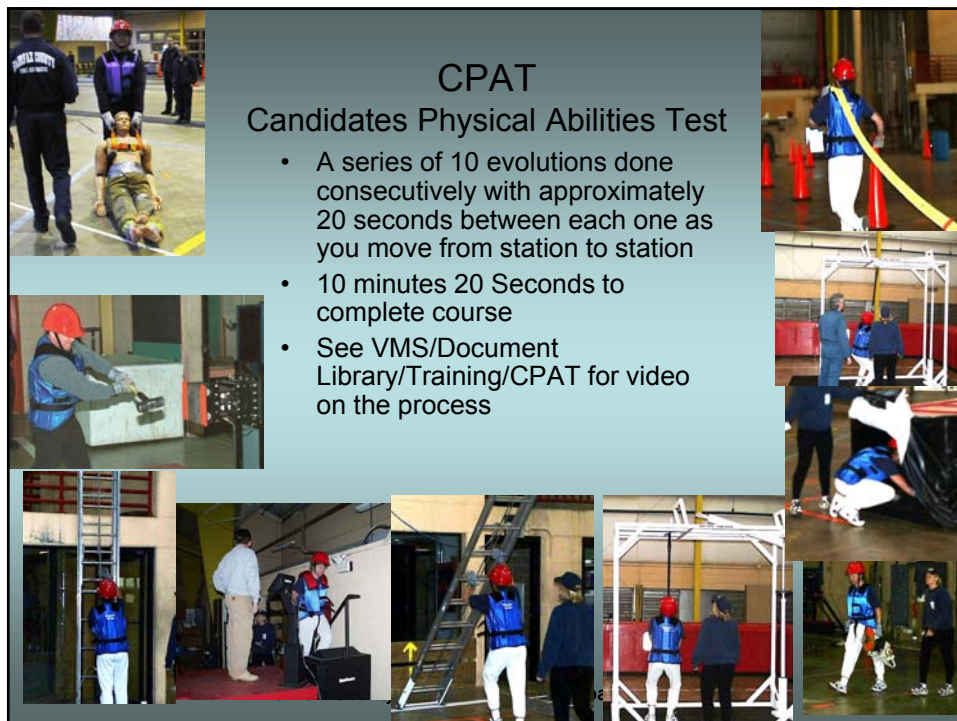
- ≥ 500 hours (5 months)
- Tues & Thurs evening (7 – 11 pm)
- Sat & Sun (8 am - 4:30 pm)
- 1 course / year
 - September 17, 2013 – March 16, 2014
- If have FF certification please refer to Volunteer Policy & Procedures Manual Chapter 5, Appendix A
- Unless you are already EMT qualified you will have to wait until 2014 to start VFF school

Pre-Requisites for FF Course

- Completed VISIT
- Completed Level 1 training
- All Hazards Class A or B Physical
- Commonwealth of Virginia EMT certification
- Successful completion of Candidates Physical Abilities Test (CPAT)
- Must be 18 at start of the course
- IS-100, IS 200, IS-700, IS-800
- SCBA Fit test - this is done just before course starts

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CPAT

Candidates Physical Abilities Test

- A series of 10 evolutions done consecutively with approximately 20 seconds between each one as you move from station to station
- 10 minutes 20 Seconds to complete course
- See VMS/Document Library/Training/CPAT for video on the process

14725-E Flint Lee Road
Chantilly VA 20151

- West on Rte 5
- 1st left after Rte 28 onto Lee Road
- Right onto Flint Lee Road

- From I66
- Rte 28 north
- Left onto Willard Road
- 1st right onto Lee Road,
- Left onto Flint Lee Road

• Volunteer FF / EMT (VFF/EMT)		
Pre-requisites	Operational Capability	Remarks
Valid driver's license Over 18 years VISIT HIPAA Level 1 All Hazards Class A/B physical CPAT VAOEMS EMT(B) Card FxCo FF I/II certified EVOC II EMS Documentation / ePCR training IS-100* IS-200* IS-700* IS-800*	Ride as crew on BLS or Suppression Unit appropriate to current qualifications.	<ul style="list-style-type: none"> • Issued Volunteer FF/EMT County ID Card • Issued yellow accountability tags • Issued additional new PPE and black Helmet. • <i>Volunteer Chief's approval is required prior to being used to meet minimum staffing requirements on a volunteer engine.</i> • Work toward EMT Driver if not already achieved. • Work toward EMT Aide if not already achieved. • Work toward Volunteer Driver Operator, need minimum of 120 hours field experience riding as minimum staffing on an engine prior to taking the VFFDO Course. • * previous editions or ICS versions are acceptable

ALS Providers

- VA EMT (I) or (P), ITLS, ACLS, PALS certified
- Personnel who join with VA EMT (I/P) are required to complete the following prior to starting internship:
 - Complete HIPAA & Security Training.
 - Complete IS-100, IS-200, IS-700, IS-800
 - Complete Fairfax County EMS Billing and Documentation class
 - Achieve the following prior to completing ALS internship: Qualified as EMS AIDE, EVOG
- Personnel who obtained VA EMT (I / P) at their own expense, as a member of a volunteer company, are required to complete the following prior to starting their internship:
 - Complete Fairfax County EMS Billing and Documentation class
 - Complete EVOG
 - Qualified as EMS AIDE
- To attend approved ALS course at Fairfax County Fire & Rescue's expense:
 - FF/EMT - minimum staffing qualified.
 - EMT - minimum of 2 years as a Volunteer EMS Aide within a Fairfax County Volunteer Department.
 - Pass County's pre-test requirements
 - Upon completion of the course, enter and complete the internship program and agree to provide two (2) years of full ALS service for each ALS Certification (I or P) that was obtained at the County's expense or pay back the tuition costs.

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Who wants to get hired as
Career Staff !

Fairfax County Fire and Rescue Department

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Commitment

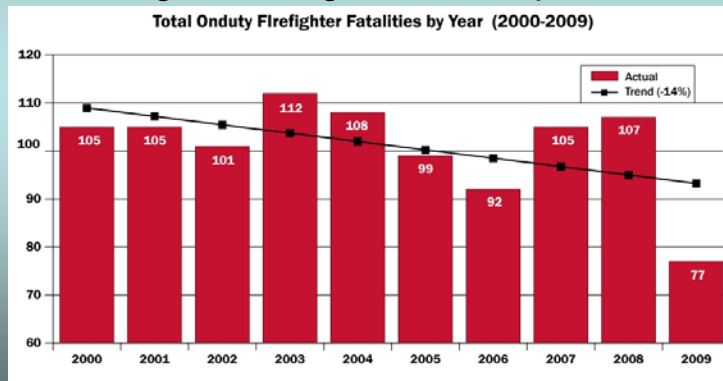
It will take anything from 9 - 22 months to complete FF training

- Cost Per Student (FY 2010)
 - Background checks \$100
 - Medical Exam & Shots \$800
 - Level 1 Course \$500
 - EMT (B) Course \$2,500
 - FF Course \$14,750
 - EVOG \$500
 - Turn Out Gear \$6,000
 - **Total \$25,150**

Virginia Average Hourly Value of Volunteer Time = \$21.45

Physical Fitness

- Fire Fighting, including Emergency Medical Services is one of the most physically demanding and dangerous of all professions



Volunteer Requirements

- You **MUST** be in good physical condition
 - STRENGTH - especially upper body
 - AEROBIC ENDURANCE
 - FLEXIBILITY
- Are *mentally prepared* ?
- Character / Honesty
 - You are invited into peoples homes (Police are not)
 - Treat people with dignity & respect no matter what the circumstances are.
 - Homeless person should be treated the same as the Chairman of the Board of Supervisors
- This profession is not for everyone

Guidelines

- Wear volunteer work uniform
 - Polo Shirt, T-Shirt or Sweatshirt & Dark Pants
 - or appropriate business attire if don't have uniform
 - Shorts, graphic T-Shirts are not acceptable
 - Steel toed shoes required for extinguisher practical
- Be punctual
 - Academy opens 30 minutes before class

Grooming

- When in uniform, hair shall be arranged in such a way so it does not extend past the bottom of the Class C uniform collar and/or impede the proper wearing of PPE. Hair may be pinned securely up against the head or braided to meet this requirement.
- The face shall be clean-shaven.
 - A mustache neatly trimmed is permitted
 - The mustache shall not extend in length beyond the crease of the chin, nor shall it extend.
 - Beards or goatees are not be permitted in any form.



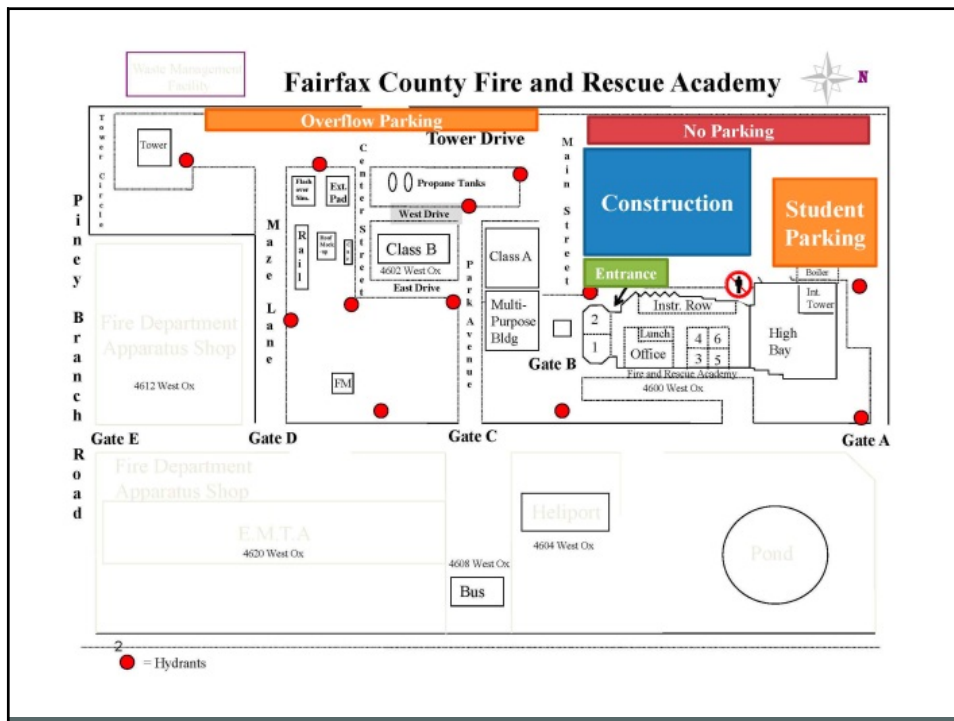
Course Rosters

- Complete roster on every occasion for every class/module you take at the Academy
 - Equivalent of signing log-in book at station
 - Do no sign Academy log-in books
- Rosters pre-printed
- No signature - No credit
- PLEASE PRINT if name not on roster, include your volunteer station #,
 - this means you did not register for the course on VMS
- Take note of EIN # if you don't already know it
- No EIN#, then not in Volunteer Database
 - Can't take physical

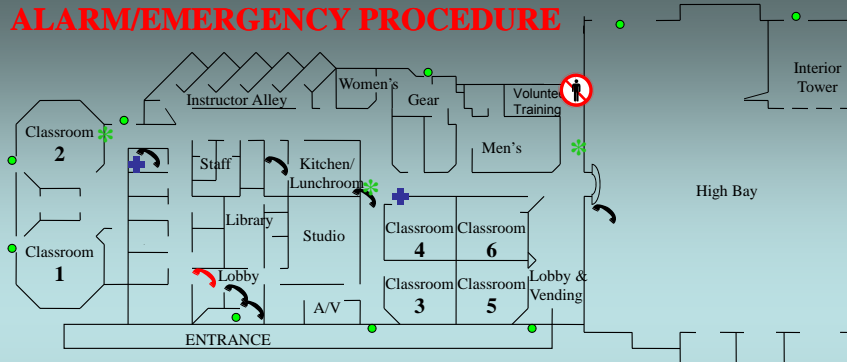
No Smoking



- No smoking, or using tobacco products within 50' of Academy buildings and/or training evolutions



ACADEMY MAP AND FIRE ALARM/EMERGENCY PROCEDURE



In case of FIRE OR FIRE ALARM:

- 1) **Dial [9]+[911]** from a safe location
- 2) **Pull** the closest alarm pull station if not already activated
- 3) **Exit** via the closest exit door
- 4) **Remain outside** until advised by Academy staff to return

In case of MEDICAL EMERGENCY:

- 1) **Dial [9]+[911]**
- 2) **Notify** instructor or Academy Staff
- 3) **Render aid**
- 4) **Access PA system** [€(grey button) 60] Announce location and type of problem

4600 West Ox Road, Fairfax, VA
(703) 631-8121

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**DIAL
[9]+[911]**

- = EXIT
- + = EMS EQUIPMENT
- = TELEPHONE
- = DIRECT LINE TO PSCC

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Allan Pearson Volunteer Training Coordinator

- 803-3841
- Fax 378-5347
- allan.pearson@fairfaxcounty.gov

Allan retires April 5, 2013

Jim Hedrick is his replacement starting
March 25

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Important Telephone Numbers

- Volunteer Liaison

- Jeffrey Katz (jeffrey.katz@fairfaxcounty.gov) 246-3926
- Dana Powers (dana.powers@fairfaxcounty.gov) 246-4683

- Medical Appointments VMS

- Inclement Weather Advisory 803-3841
or 631-8121 ext 5123

All Volunteer E-Mail

All County Volunteers are automatically added to All Volunteer E-mail list as well as their own VFD list when you add your e-mail address in VMS.

City Volunteers need to check with your leadership.

Membership in the following lists is by request only.

- ALS
- Chiefs
- Leadership
- Training
- VRO

Request you **DO NOT** block weekly training updates

County E-Mail

- All county volunteers get a County E-Mail account.
- 1st time access has to be done at a County facility to set your new password
- After that can be accessed from any PC
<https://mail.fairfaxcounty.gov>
- Check regularly to keep account active
- Require for access to Distance Learning Platform for future courses.

FCVFRA Web Page

<https://infoweb.fairfaxcounty.gov/FRTMS/Login.aspx>



Don't forget to log your hours on VMS
Contact your VFD HR person if you do not have an account



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