

# ALABAMA FIRE COLLEGE

## AND PERSONNEL STANDARDS & EDUCATION COMMISSION



### COURSE SYLLABUS

**Fire Department Safety Officer:**

**FSC 296**

**40 clock hours**

**Health and Safety Officer**

### PREREQUISITES

- (Pro Board or IFSAC) Certified Fire Officer I

#### **Alternative Certification:**

- Individuals not certified to the Fire Officer I level completing equivalent coursework as approved by the Commission are eligible for alternative certification under the following conditions:
  - Alabama state licensed Emergency Medical Technicians certified to the EMS or Rescue Officer I level may be certified as EMS Safety Officer I.
  - Individuals certified to the EMS or Rescue Officer I Level and able to demonstrate competence in the area of rescue operations may be certified as Rescue Safety Officer I.

### REQUIRED COURSE MATERIALS

- **IFSTA: Occupational Safety, Health, and Wellness, 4th Edition**

#### **Other Required Equipment:**

- Laptop that can produce documents in Microsoft Office or Adobe PDF

### DESCRIPTION

This course is based on NFPA 1521: *Standard for Fire Department Safety Officer Professional Qualifications*, 2020 Edition. The course is intended for the member within a fire department or emergency service organization who performs the functions of a Health and Safety Officer or who serves as an assistant to the Health and Safety Officer.

### STUDENT LEARNING OBJECTIVES

- Develop an organizational risk management plan that addresses the risks specified in Chapter 4 of NFPA 1500: *Standard on Fire Department Occupational Safety and Health Program*
- Manage an organizational risk management plan
- Implement safety provisions of the organization's risk management plan into training and education programs
- Develop an operational risk management plan
- Develop a plan for the treatment and transport of an injured or ill member to a medical or health care facility
- Establish SOP/Gs for an occupational health and safety program
- Assess and report the adequacy and effectiveness of compliance with occupational health and safety SOP/Gs
- Develop and distribute health and safety information for the education of fire department members
- Implement the training and education of fire department members on the organization's health and safety procedures and NFPA 1500: *Standard on Fire Department Occupational Safety and Health Program*
- Develop a safety procedure for live fire training exercises
- Manage a fire department accident prevention program by utilizing engineering controls, administrative policies and procedures, education, protective clothing, and protective equipment
- Implement training for safe work practices on emergency and non-emergency operations
- Develop an emergency vehicle safety program
- Conduct a periodic safety audit

- Conduct a safety and health investigation
- Develop a policy for reporting accident and injury investigations
- Establish procedures for a health and safety component of a post-incident analysis
- Coordinate the development of a corrective action plan
- Manage the collection and analysis of data related to accidents, occupational deaths, injuries, illnesses, and the exposures to infectious agents and communicable diseases
- Verify records are maintained regarding the periodic inspection and service testing of fire apparatus and equipment, inspection and service testing of protective clothing and protective equipment, and fire department facilities
- Maintain records of corrective actions taken to mitigate health and safety hazards or unsafe practices
- Develop a report on fire department accidents, occupational injuries, illnesses, deaths, and exposures
- Recommend safety-related specifications for fire apparatus and fire equipment
- Recommend safety-related specifications for protective clothing and protective equipment
- Verify performance testing of fire apparatus and fire equipment is being conducted
- Verify the development of an annual evaluation plan for the organization's in-service fire and emergency vehicles
- Verify the development, implementation, and maintenance of a protective clothing and protective equipment program that provides for the selection, care, maintenance, storage, and periodic inspection and evaluation of all protective clothing and equipment
- Develop a health and safety facility inspection SOP/G, process, and checklist for a fire department facility
- Conduct a health and safety inspection for a fire department facility
- Analyze the fire department health maintenance program
- Coordinate the fire department health maintenance program
- Communicate recommendations from the fire department occupational health and safety committee to the appropriate person(s)
- Provide information and assistance to personnel for surveying their districts regarding potential health and safety hazards
- Develop recommendations for changes in equipment, procedures, and methods based on results of evaluations
- Verify medical advice and treatment are available to members of the fire department
- Provide information and assistance regarding risks that may impact operations
- Assess the fire department's infection control program
- Function as the fire department infection control officer, if an infection control officer position does not exist in the fire department
- Identify minimum criteria for fire station infection control

## CERTIFICATION REQUIREMENTS

To be issued certification, the candidate will: provide documentation of prerequisites, complete required training hours including skills training, successfully complete the cognitive written exam, and successfully complete the practical exam.

## ACCREDITATION

Alabama Fire College and Personnel Standards Commission maintains accreditation with Pro Board and IFSAC. Each student will automatically receive national registration and certification upon successful completion of all requirements for certification.

## COURSE SCHEDULE (SUBJECT TO CHANGE)

Day One:	Chapter 1: Risk of a High Hazard Occupation Chapter 2: Cultural Change in the Fire Service Chapter 3: Behavioral-based Safety Project 1: Distribute Health and Safety Information Chapter 4: Health and Fitness Programs Project 2: Behavioral health and Wellness Program
Day Two:	Chapter 5: Training Safety Project 3: Live Fire Training Policy Chapter 6: Fire Apparatus Safety Project 4: Emergency Vehicle Safety Program Chapter 7: Tool and Safety Equipment Chapter 8: Protective Clothing Project 5: Protective Clothing and Protective Equipment Program
Day Three:	Chapter 9: Emergency Operation Project 6: Post Incident Analysis Policy Project 7: Facility Inspection Procedure Chapter 10: Facility Safety Project 8: Accident Prevention Policy Project 9: Infection Control Program
Day Four:	Chapter 11: Safety and Health Program Project 10: Emergency Operations Plan Project 11: Risk Management Plan
Day Five:	Project Completion Course Critique Certification Exam

## GRADE ASSESSMENT

### WRITTEN EXAMINATION

Perform to a minimum 70% competency on the examination,  
(One retest is allowed after 30 days but within one year of course end date.)

### PRACTICAL EXAMINATION

Successfully complete a skills/project evaluation to a minimum of 70% competency and successful completion of all critical points. Evaluators will test at least 25% of the skills for each. Skill sheets to be tested will be randomly selected by AFC Certification Unit for the practical examination. (One retest is allowed after 30 days but within one year of course end date.)