

# SCFA



## Public Fire Service FY-2008 Curriculum Catalog

South Carolina Department of Labor, Licensing and Regulation  
Division of Fire and Life Safety  
South Carolina Fire Academy  
2007

## **The South Carolina Fire Academy's Commitment to You ... ... Our Customer**

The Fire Academy prides itself as a customer-focused, state-of-the-art fire and emergency response training facility recognized for superior fire protection and emergency services training.

### **SCFA MISSION STATEMENT**

The mission of the South Carolina Fire Academy is to develop an instructional delivery system through which a standardized statewide firefighter training curriculum is developed and implemented to train a maximum number of career, volunteer and industrial fire service personnel to:

1. Develop the skills necessary to command and control emergency operations involving fire, rescue and hazardous materials incidents.
2. Develop the managerial and leadership skills of all levels of fire officers.
3. Develop skills in fire department support functions to include public fire education, fire prevention, inspections and fire investigations.
4. Develop a keen external focus, particularly with regard to our customers.



*An International Fire Service Accreditation Congress Accredited Agency*



## South Carolina Department of Labor, Licensing and Regulation Division of Fire and Life Safety

We believe that our primary responsibility is to the people and businesses that are served by and pay taxes in the State of South Carolina. We recognize that we are here to serve them and consider this an honor.

- \* In earning the public's trust, we pledge to maintain the highest ethical standards in words and actions.
- \* In meeting the needs of citizens, we pledge that we will make every effort to ensure that fire safety is the top priority, that investigations are handled fairly, promptly and professionally, and that in dealing with us, citizens will be treated with respect and courtesy. We will continuously strive to improve consumer information about fire safety products, quality services, fraud and safety procedures.
- \* In meeting the needs of the taxpayers, we promise to maximize efficiency of our operations, to eliminate unnecessary functions and paperwork burdens, and to minimize bureaucracy.

We believe that we have an equally important responsibility to each other as employees and to the people who work with us.

- \* We pledge to provide leadership that is fair, responsive and ethical.
- \* We respect the dignity and recognize the contribution of each employee.
- \* We believe that each employee is an integral part of our team effort to serve the people of the State of South Carolina. We pledge to share our knowledge and to assist each other in achieving the mission of the agency.
- \* We encourage and will be responsive to all suggestions and concerns.
- \* We are pledged to equal opportunity in employment, retention and advancement.
- \* We pledge to encourage and assist employees in developing to their full potential.
- \* We are committed to a diverse work force which reflects the state's labor force for minorities and women at all levels of the division.
- \* We believe in decentralizing power and delegating authority to employees. We pledge to do our best individually and recognize that each of us is responsible and accountable for our actions.

We believe we have a leadership responsibility to the people working in the fire protection community.

- \* We pledge to support a fair, efficient and productive industry dedicated to the long-term concept of fire protection and its contribution to society.
- \* We pledge to communicate concerns, problems and issues to the community. We encourage customers to communicate their suggestions and concerns to the Division of Fire and Life Safety.
- \* We pledge to assist the community in an efficient and responsive manner in meeting our obligations to the public.



<b>Mission Statement</b> .....	<b>Inside Front Cover</b>
<b>Division Pledge</b> .....	<b>i</b>
<b>Introduction</b> .....	<b>ii</b>
<i>Course Descriptions Listed by Codes</i> .....	<i>iii</i>
<b>SCFA Information and Policies</b> .....	<b>I</b>
<i>General Overview</i> .....	<i>1</i>
<i>Advisory Committee</i> .....	<i>1</i>
<i>Purpose</i> .....	<i>2</i>
<i>References</i> .....	<i>3</i>
<i>Accreditation and Certification</i> .....	<i>3</i>
<i>Facilities and Regional Offices</i> .....	<i>4</i>
<i>Publications</i> .....	<i>4</i>
<i>Types of Training Programs</i> .....	<i>4</i>
<i>Student Eligibility</i> .....	<i>6</i>
<i>Physical Requirements</i> .....	<i>7</i>
<i>Registration for Courses</i> .....	<i>8</i>
<i>Course Fees and Policies</i> .....	<i>9</i>
<i>Completion Criteria and Student Awards</i> .....	<i>11</i>
<i>Equivalency/Reciprocity</i> .....	<i>12</i>
<i>Cafeteria and Dormitory Information</i> .....	<i>13</i>
<i>Student Rules and Procedures</i> .....	<i>15</i>
<b>Course Descriptions</b> .....	<b>19</b>
<i>Firefighting Curriculum</i> .....	<i>20</i>
<i>Driver-Operator Curriculum</i> .....	<i>27</i>
<i>Fire Officer Curriculum</i> .....	<i>29</i>
<i>Rescue Curriculum</i> .....	<i>37</i>
<i>Hazardous Materials Curriculum</i> .....	<i>42</i>
<i>Inspection and Investigation Curriculum</i> .....	<i>48</i>
<i>Aircraft Rescue Firefighting Curriculum</i> .....	<i>55</i>
<i>Instructor Curriculum</i> .....	<i>58</i>
<i>Instructor Orientation Workshops</i> .....	<i>60</i>
<b>Certification Program</b> .....	<b>69</b>
<i>Certification</i> .....	<i>69</i>
<i>Registering and Preparing for Exams</i> .....	<i>70</i>
<i>Sample Questions</i> .....	<i>71</i>
<i>Practical Exams</i> .....	<i>73</i>
<i>Appeals Policy</i> .....	<i>73</i>
<i>Certification Exam Prerequisites</i> .....	<i>74</i>
<b>Regional Offices</b> .....	<b>75</b>
<b>Fire Academy Contact List</b> .....	<b>Inside Back Cover</b>



**Descriptions listed by course code**

1135 - Structural Burn Refresher .....	20	2719 - Haz-Mat Tech Annual Refresher .....	42
1136 - Flammable Liquids/Gas Firefighting .....	20	2720 - Haz-Mat Incident Management .....	43
1137 - Flammable/Combustible Liquid Firefighting ..	21	2722 - Haz-Materials: Operations .....	43
1138 - Pressurized/Compressed Gas Firefighting ..	21	2723 - OSHA Haz-Mat Technician .....	44
1139 - Rescuing the Rescuer .....	21	2726 - Haz-Mat Operations Refresher .....	44
1140 - Rapid Intervention Crew .....	22	2736 - Emergency Response to Chlorine Incidents	45
1151 - Firefighter Candidate School .....	22	2751 - ERT: Basic Concepts .....	45
1152 - Fundamentals of Basic Interior Structural Firefighting .....	23	2752 - ERT: Incident Management .....	46
1153 - NFPA Firefighter I .....	23	2755 - NBC Terrorism Technician .....	46
1154 - NFPA Firefighter II .....	24	2757 - ERT: Tactical Considerations - Co. Officer	47
1160 - Truck Company and Support Ops .....	24	3213 - Basic Fire/Arson Investigation .....	48
1176 - Pipeline Emergencies .....	25	3224 - Arson Detection for First Responders .....	49
1177 - Responding to Utility Emergencies .....	25	3226 - NFPA Fire Inspector I .....	49
1210 - Emergency Vehicle Driver Training .....	28	3228 - NFPA Plans Examiner I .....	50
1220 - Pumper Operations I .....	28	3229 - NFPA Fire Inspector II .....	51
1221 - Pumper Operations II .....	28	3302 - Confined Space Refresher .....	37
1225 - Fire Department Pumper Testing .....	29	3310 - Rope Rescue Operations .....	37
1250 - Basic Aerial Operations .....	29	3312 - Trench Rescue I .....	38
2100 - Fire Officer I .....	29	3330 - Basic Auto Extrication .....	38
2113 - Supervision: Personal Effectiveness .....	30	3350 - Water Rescue Operations .....	38
2114 - Supervision: Team Effectiveness .....	30	3362 - US&R Building Collapse .....	39
2117 - Intro to Volunteer Emergency Services Management .....	30	3364 - US&R Lifting & Rigging Heavy Objects .....	39
2118 - Preparation for Initial Company Operations	31	3366 - US&R Breaching/Breaking/Cutting & Burning	40
2119 - Strategies and Tactics for Initial Company Operations .....	31	3368 - US&R Technical Search .....	40
2128 - FF Safety and Survival: CO's Responsibility ..	31	3390 - Confined Space Entry Operations .....	41
2130 - Principles of Building Construction: Non-combustible and Fire Resistive .....	32	3392 - Confined Space Rescue I .....	41
2132 - Principles of Building Construction: Combustible .....	32	3400 - Basic Aircraft Rescue Firefighting .....	55
2139 - Introduction to Fire Inspection Principles and Practices .....	48	3402 - Municipal Approach ARFF .....	55
2144 - Incident Command for High-Rise Ops .....	32	3405 - FARI39 - Refresher: Wheel, Engine and Interior Fires .....	56
2145 - Incident Command for Structural Collapse Incidents .....	33	3406 - FARI39 - Truck Operations/Pit Fires .....	56
2147 - NIMS - ICS for the Fire Service .....	33	3409 - ARFF - Flammable Liquid Firefighting .....	57
2148 - Introduction to Unified Command .....	33	4165 - Fire and Life Safety Educator .....	58
2150 - Incident Safety Officer .....	34	4171 - Fire Instructor I .....	58
2151 - Health And Safety Officer .....	34	4172 - Fire Instructor II .....	59
2153 - I-300 Intermediate .....	34	4174 - New Instructor Orientation .....	59
2154 - I-400 Advanced .....	35	4175 - Lead Evaluator Training .....	60
2171 - Leadership I: Company Success .....	35	7171 - ERT: Tactical Considerations - Hazmat ..	47
2172 - Leadership II: Personal Success .....	35	8118 - Positive Pressure Ventilation .....	25
2173 - Leadership III: Supervisory Success .....	36	8330 - S-190 Wildland Fire Behavior .....	26
2175 - Managing In A Changing Environment .....	36	8331 - S-130 Wildland Firefighter .....	26
2176 - Shaping The Future .....	36	8335 - Intro to Wildland/Urban Interface FF .....	26
2180 - Chemistry for Emergency Response .....	42	8507 - Fire Marshal Certification .....	52
		8510 - SCFIRS - Train-the-Trainer .....	52
		8511 - SCFIRS - Data Analysis .....	53



# INFORMATION AND POLICIES

## GENERAL OVERVIEW

This is an annual curriculum catalog that lists all courses available from the South Carolina Fire Academy for the public fire service in FY 2008. The insert lists the schedule of public fire service training offered from July through December 2007. A second insert will be mailed in the month of November for the January to June 2008 course schedule. Many courses listed in this catalog can be conducted as a requested course provided an adequate number of students can be gathered and adequate funding exists. Refer to page 5 for more information on the request policy.

The information, policies and procedures in this catalog represent current practices as of the date of this publication. All participants and attendees of Fire Academy training are expected to abide by these policies and procedures at all times. The South Carolina Fire Academy reserves the right to modify its operating practices as necessary to maintain the mission of providing the highest level of training in the safest and most efficient manner. Students will be notified of any change which affects their attendance or participation.

## FIRE ACADEMY ADVISORY COMMITTEE

The South Carolina Fire Academy Advisory Committee is legislatively mandated for the purpose of giving advice and assistance to the director of LLR in developing a comprehensive training program based on the needs of the state's fire service. The committee meets at least quarterly. Voting members are comprised of six members from the S.C. State Firemen's Association, one member presiding as chairman. Other members include one member from each of the following: the State Fire Chief's Association, the Society of Fire Service Instructors, State Arson Investigator's Association, S.C. Fire Marshals Association, Professional Firefighter's Association, S.C. Chapter of the American Society of Safety Engineers, Public Fire Education Association and a higher education representative. Non-voting members are the Fire Academy superintendent, who serves as secretary, the State Fire Marshal, Firemen's Association executive director and one ex-officio member. ***Please refer to our Web site for the listing of current members.***



## I.0 PURPOSE

The Fire Academy is a part of the Division of Fire and Life Safety, which operates as a division of the South Carolina Department of Labor, Licensing and Regulation. The Fire Academy provides fire, rescue and emergency response training to emergency service organizations throughout the state and the southeast and around the world. The Fire Academy's mission is to provide the highest level of emergency response and management training as effectively and efficiently as possible for South Carolina's fire and emergency services personnel. This mission is met through an ongoing program of curriculum development, delivery that uses the most up-to-date methods and meets national standards, accreditation criteria and OSHA regulations.



The Fire Academy's relationship for every course is with the fire chief for the student he has approved to attend the course, whether a paid employee or a volunteer. Payment must be / she made by the fire department. The department is responsible for any course fees, associated cost and expenses incurred by it's student. If a problem occurs with a student, the fire chief will be notified when applicable. If a chief cannot be reached, disciplinary action up to and including dismissal may be taken by Fire Academy personnel and the chief notified as soon as possible.

The Fire Academy offers an "Open Enrollment" program for non-fire service persons. This program provides basic required courses to meet the overall objective of NFPA 1001 Firefighter II certification and courses accepted by the SC State Technical College system. Visit our Web site [www.scfa.state.sc.us](http://www.scfa.state.sc.us) and review our guideline AP-033 Open Enrollment guidelines that provides complete details of the Open Enrollment program.

This guideline represents current practices as of the date of this publication. It covers course delivery types, fees, eligibility, registration and student requirements for attending, behavior and site requirements. All participants, attendees, instructors and staff of Fire Academy are expected to abide by these guidelines at all times.

## 2.0 REFERENCES

1. AP-010 Instructor Certification Guideline
2. AG-004 Regional Guidelines
3. AP-033 Open Enrollment Guideline
4. AG-005 1151 Firefighter Candidate School

## 3.0 DEFINITIONS

### I. Accreditation and Certification

The South Carolina Fire Academy is accredited by the International Fire Service Accreditation Congress (IFSAC). This international group is made up of entities from the United States, Canada, Great Britain, Australia and South Africa. Accreditation guarantees that the Fire Academy certification program has been carefully reviewed by a group of fire service professionals, and that it meets national and international standards. The Fire Academy currently offers accredited certifications meeting NFPA standards in 14 occupational areas, including:

- Firefighter I
- Firefighter II
- Driver/Operator-Pumper
- Driver/Operator - Mobile Water Supply
- Driver/Operator-ARFF
- Driver/Operator-Aerial
- Aircraft Rescue Firefighter
- Fire Instructor I
- Fire Instructor II
- Fire Officer I
- Hazardous Materials Operations
- Fire Inspector I
- Fire & Life Safety Educator
- Juvenile Firesetter Intervention Specialist I





## 2. Facilities and Regional Offices

The South Carolina Fire Academy is the most comprehensive state fire training facility in the United States today. Our main campus and administrative office is located in Columbia, S.C. at 141 Monticello Trail, off Hwy. 215, four miles north of Exit 68 off Interstate 20. The Fire Academy also has seven regional offices located as follows:

- Region 1 Greenville Office
- Region 2 Rock Hill office
- Region 3 Florence Region
- Region 4 Florence Region
- Region 5 Charleston Region
- Region 6 Columbia Region at SCFA
- Region 7 Greenwood Region at Newberry FD

## 3. Publications

**Public Fire Service Curriculum Catalog** - A course catalog is published annually and lists all courses offered to the public fire service, regardless of the method of delivery. Detailed descriptions of all courses, their prerequisites, class sizes and course fees are listed. Information is also included that covers the instructor program in detail, with general policies and course listings for training and certification.

**Public Fire Service Course Dates** - A schedule of courses to be delivered as resident or regional courses (catalog) are published two times each year; Jan. 1 thru June 30 and July 1 thru Dec. 31. Detailed information regarding the days, hours and specific location of courses are found there.

## 4. Types of Training Programs

The Fire Academy delivers training in the six general areas listed below. The courses in this catalog are devoted to the paid and volunteer public fire service. **Industrial training is scheduled separately. Open Enrollment is offered to non-fire service personnel in accordance with our policy as outlined in AP-033.**

**Regional Catalog Courses** - These are field courses held throughout the state. They are scheduled by regional supervisors and are offered to all area fire service personnel and are usually requested by a local fire department. These courses are taught by Fire Academy adjunct instructors and are listed in the Public Fire Service Course Dates supplement.. Catalog course fees apply.

**Resident Catalog Courses** - These courses are offered at the Fire Academy facility in Columbia, and are open to all fire service personnel. They are taught by full-time faculty and adjunct instructors. They include every type of course offered by the Fire Academy including, basic fire-fighter, strategy and tactics, specialized rescue and haz-mat courses, as well as advanced fire control and leadership and management courses.



**Training-In-House** - These courses are taught by Fire Academy certified instructors within their fire department to department personnel and other students from other departments. Programs are set up to fit the schedule of the department and student needs. They are coordinated through the regional offices. The instructors use standardized methods and materials and Fire Academy credit is granted. This represents a significant part of the Fire Academy's efforts to deliver training at the local level. A department must make a request to the Regional Coordinator at least 30 days prior to the start date. Fourteen days prior to the course start date, the department must submit a course registration form for each student, who must meet the prerequisite, to the regional office for final approval. Fees as listed for the course apply. All SCFA policies apply. The Fire Academy will provide the lead evaluator or must approve the lead and all evaluators required for the course.

**Instructor Programs** - These courses include instructor training, certification courses, professional skills development and Instructor Orientation Workshops (IOW). They may be scheduled either in the field or as a resident course.

**Request Courses** - Since July 1996, courses have been available to local fire departments on a request basis through regional offices. Although this course scheduling method is offered, the Fire Academy continues to strongly encourage fire departments to schedule courses they want as regional catalog courses. However, if local needs exceed or significantly differ from those scheduled, the regional offices will make every effort to deliver the training to meet the local needs, based on the availability of instructors and funding. To deliver this training, the Fire Academy requires fire departments to follow these procedures:

- Submit the request at least 30 days prior to the desired start date of the course.
- 14 days prior to the approved course start date, submit a registration form for each student who meets the prerequisites for the course to the regional office. This will ensure prerequisites can be verified prior to the class starting. The regional office will approve the course if enough students are registered to meet the minimum course registration requirement. We need to strive to have the maximum number of students since the Fire Academy is providing all instructors and is underwriting the course.
- The requesting department must be able to provide all of the required facilities to conduct the course, such as a classroom and any SCBAs or other equipment as needed.

This scheduling option will not replace the existing delivery methods of catalog courses and Training-In-House. It simply adds another method to schedule deliveries to provide training at the local level. **Standard registration fees will be assessed for requested courses as listed in the catalog.**

**Grant Courses** - The Fire Academy receives various grants to provide FREE training courses. Some grants provide the course fees only, and some grants may provide dorms and meals and are indicated in the Public Fire Service Course Dates supplement. Grant courses are provided at the Fire Academy and in the regions. Grant courses are open to fire, EMS, law enforcement and other first responders on a first-come first-served basis depending on the grant. Registration is required just like in other Fire Academy course.

## 4.0 GUIDELINE

### 4.1 Student Eligibility

Students must be at least 18 years old and be a bona fide member of a career or volunteer fire department or other public emergency response agency to participate in Fire Academy training. The fire academy does allow 16 and 17 year olds to participate in the basic firefighting course, Course 1152, if they are a member of a chartered fire department sponsored exploring program. Please refer to AG-007 located on our web site for additional information. *Non fire service persons may apply for certain courses under our Open Enrollment program as outlined in AP-033.* Priority is given to members of South Carolina fire departments and other in-state public safety and first responder agencies. Private sector students, out-of-state students, and others meeting all prerequisites may be accepted after the course registration cutoff deadline and after all eligible South Carolina applicants have been accepted, contingent upon payment of appropri-



ate tuition and/or fees which must be paid at the time of registration. Applicants who fail to attend a course without first notifying the Fire Academy are considered “No Shows.” They will forfeit any fees they have paid and may be penalized in future applications.

**All course prerequisites listed in the curriculum catalog must be met before the student is eligible to register.** Students may not apply for the prerequisite course and the course requiring the prerequisite at the same time. Should a student complete a course but does not meet the prerequisite requirement, no credit will be awarded for the courses. **In some instances, an IOW will be scheduled immediately following the training course. In that case, an exception is made to allow the student (instructor) to sign up for both courses at once.**

#### 4.2 Physical Requirements

Firefighting training requires considerable physical exertion, exposure to high temperature and humidity levels and toxic atmospheres. It may require working at heights and in confined spaces. Many Fire Academy courses involve physical training in these activities. Participation may cause elevated body temperature, increased pulse, respiration and blood pressure, and may cause mental stress and affect the ability to react quickly to emergency situations. Persons with known heart or lung disease, hypertension, pregnancy or other conditions that may put them at increased risk of injury or illness are advised to check with their physician before participating in any of these activities. Students attending the Fire Academy’s firefighter training must be physically capable of performing fire service training tasks. Physical capability is the ability to actively participate in the strenuous tasks often associated with fire service duties. Some Fire Academy courses are classroom only and have no physical requirements. Refer to the course description or contact the Fire Academy for more specific information on course content.



### 4.3 Registration for Courses

**Registration is required for all Fire Academy courses at least 14 days prior to the course start date unless otherwise specified for a particular course.**

A registration form can be found on our Web site [www.scfa.state.sc.us](http://www.scfa.state.sc.us). For a catalog course, the registration must be submitted to and received by the Fire Academy main office at least 14 days prior to the start of the course. Some courses may have a 30-day cutoff as listed in the curriculum catalog. For training-in-house and request courses, the registration must be submitted and received by the Fire Academy regional office prior to the start of the course in accordance with established guidelines and policies. Registrations will not be accepted by telephone, but registrations sent by fax are accepted. Course enrollment is reviewed at the course cutoff date, and courses not having the minimum number of students may be canceled. Registrations must be accompanied by the course fee, payable by department check, purchase order number or VISA / MasterCard number. Personal checks are not accepted. Incomplete forms or forms received without the proper registration fee or payment arrangements will be returned unprocessed. Multiple students from one department registering for the same course delivery may use the same purchase order or VISA/MasterCard. All purchase orders must include the purchase order number, contact name and phone number, the FDID number and the billing address. Out-of-state and non-fire service students must send payment prior to being registered for the course. After the course cutoff date, students will be notified whether or not they have been accepted into a course.

All training-in-house and request course registrations are processed by the appropriate regional office using the same guidelines as catalog courses.

**The registration form requires the signature of the fire chief or his / Her designee from the department and correct payment before it will be accepted by the Fire Academy.**

**Registration for the 1151 Firefighter Candidate School is outlined in section 4.10 and AG-005.**

All registrations are on a first-come, first-served basis. **Early registration** is the best way to gain acceptance into a course. Completed registration forms should be sent to:

Registrar  
 South Carolina Fire Academy  
 141 Monticello Trail  
 Columbia, SC 29203  
 (803) 896-9856 FAX

NOTE: These registration and eligibility policies do not apply to courses offered through the Fire Academy Industrial Fire Training Program or the Open Enrollment guideline. Contact the Fire Academy for specific policies affecting industrial training and industrial students. Visit our Web site to review Open Enrollment guidelines.

#### 4.4 Course Fees and Policies

**1. Student Fees and Billing** - All courses are supplemented by Fire Academy funds. Course fees are listed for each course in the Public Fire Service Curriculum Catalog. We prefer that a fire department send a check with the registration. A second option is to have the fire department provide a Visa or MasterCard number, which will be billed once the course is confirmed. If a fire department sends a purchase order, the department will be billed once the course is confirmed; however, no certificates will be sent until the bill is paid. If a fire department has not paid its bill within 120 days, it is considered past due. That department will be prohibited from registering any students until the bill is paid in full. Should students be awarded a certificate for a course that has not been paid, the certificate will be revoked and course credit removed from their student transcript. The fire department is responsible for all student fees. The Fire Academy will only collect fees from the student's fire department. Refunds will be handled in accordance with our policy. Open Enrollment course fees are listed in AP-033.

**2. Student Cancellations** - For all Fire Academy courses, cancellation requests must be received prior to the course start date to receive a refund. Notice of cancellation should include the course name, course code, section number, delivery date and the name and social security number of the student to be canceled. Requests may be made either by phone or fax. To cancel by phone, call the **SCFA Cancellation Hotline** at (803) 896-9804 and leave a voice mail message concerning the cancellation. For FREE courses, please notify us of any cancellation even up to the day before a class begins so we can attempt to find a replacement student. There is a waiting list for many of the free courses.

**4. Student "No Shows"** - Applicants who fail to attend a course without notifying the Fire Academy prior to the course start date are considered "no shows." The department will forfeit any fees it has paid or will be billed the applicable course fee and may be penalized in future applications.

**5. Student Substitution** - Any change to student registration should be made by the fire chief or his designee by submitting a completed registration form for the new student, along with a written request for substitution prior to the class starting. Mail or send by fax to (803) 896-9856.

**6. Out-of-State Fees** - Out-of-state, military or other non-South Carolina public fire service personnel who wish to attend SCFA training programs should contact the Fire Academy for specific fee information. Fees must be paid in advance as part of the registration process.

**7. Grant Fees** - If a fire department receives grant money to pay for training, the grant fee as listed in the catalog is applicable. The Fire Academy does not use state funds to underwrite training for those departments that have received grant funds for the training.

**8. Data Privacy Warning** - Your social security number is classified as private data. It is used to track your student records for courses you have participated in with the South Carolina Fire Academy. The consequence of not furnishing all of the information requested on the registration form is that services may be delayed, restricted or withheld. Further, personal data retrieval will be delayed.

#### **4.5 Registration Agreement and Waiver / Liability Release**

- In consideration for participating in South Carolina Fire Academy training, I hereby release, indemnify and covenant not to sue the South Carolina Fire Academy, South Carolina Department of Labor, Licensing and Regulation, the State of South Carolina, their officers, agents or employees (Releases) as well as any other students or instructors from any and all liability, claims, cost and causes of action arising out of or related to any property damage or personal injury, including death, that may be sustained by me, while participating in such activity, or while on the premises owned, leased or used by Releases. I acknowledge the training involves physically strenuous activities in which I am capable of fully participating. I know of no physical or mental condition that would preclude my full participation in the training.
- I certify that the information on this registration form is correct. I agree to abide by the rules, policies and regulations of the South Carolina Fire Academy. I understand that falsifying information or violating rules or procedures may result in me being denied admission to the course and/or loss of course credit.
- I authorize the release of any information concerning my enrollment and completion of all South Carolina Fire Academy courses to me, my fire chief or my department training officer.
- I understand that the South Carolina Fire Academy is not authorized to provide travel, medical or health insurance. I verify that I or my agency maintain appropriate and necessary coverage, and I understand that I or my agency will be responsible for any medical expenses that I may incur as a result of my participation in this program.

- I understand that the nature of the tasks I may perform while involved in this training may require a high degree of physical fitness, agility and dexterity, and that this may include rigorous exercises which require physical fitness, strength and stamina. I am fully aware of the risks and hazards associated with fire, rescue and hazardous materials training, including but not limited to, burns, heat stroke, heart attack, heat exhaustion, falls and other related injuries, and I choose to voluntarily participate in the activity with full knowledge that said activity may be hazardous to me and my property.
- In signing this release, I acknowledge that I have read and understand the Release and that **I am at least 18 years of age** and fully competent and a member of a legally organized fire department, fire brigade or fire-related business.
- By registering for this course, I hereby give the South Carolina Fire Academy permission to reproduce and publish my name and/or photographic likeness.

#### 4.6 Completion Criteria and Student Award Policy

1. For satisfactory completion, all courses and seminars require appropriate attendance and participation. Final awards will be made once course fees are paid. Students must meet prerequisites for any course before attending. If by some reason (error) a student gets registered for and completes a course but did not have the prerequisites required for the course, he / she will NOT receive credit for the course but can take the course again once he / she completes the prerequisite.

2. Courses that include a written exam and/or practical evaluation require a passing test score for award of certificates. Students who complete the course with an overall average of 70 percent or higher and satisfactorily complete all physical and practical exercises will receive a certificate indicating successful completion. Instructor Orientation Workshops (IOWs) have their own specific requirements as outlined on page 60 of the Public Fire Service Curriculum Catalog. The 1151 course has specific requirements as outlined in AG-005.

3. Student certificates will be mailed once course fees are paid. If a student does receive a certificate and the course fee is not paid within 120 days of the billing date, the Fire Academy will nullify the certificate and remove course credit from the student's transcript. Once removed for late payment, when the course fee is paid, an additional \$5 per student administrative fee is required to return the course to the student's transcript. If you have a question about a certificate, you may call (803) 896-9857. If a student fails to receive a certificate within 30 days of the course fee being paid, the Fire Academy will mail the student a duplicate





certificate at no charge providing the request is received within 90 days of the course fee being paid. Requests for duplicate certificates that are received after 90 days will be assessed a \$5 per certificate administrative fee.

To assist in the correct delivery of certificates, students should accurately complete all sections of the registration form. The address on this form will be used for mailing and is the method by which students are contacted.

Students who receive an “Incomplete” grade for a training course must complete the course requirements within 180 days in order to receive course credit. Otherwise, the grade will become a “Not Complete,” (NC) and the student will be required to repeat the entire program to receive credit.

#### **4.7 Equivalency/Reciprocity**

The South Carolina Fire Academy offers equivalency in certain occupational areas for certifications achieved through other fire training agencies. This program is available only to current, active members of South Carolina fire departments. To be eligible for equivalency, the certification must be in one of the occupational levels offered by the Fire Academy.

**1. Equivalency** - is the awarding of program credit (e.g. Firefighter I) to those individuals certified or trained at an occupational level to a national standard by an entity not accredited by either IFSAC or NPQS. In order to receive transcript credit and certification to one of these levels, an applicant, upon approval by the Certification and Accreditation supervisor, must challenge the written examination for that level. In some cases skills testing may also be required. The South Carolina Fire Academy does not offer equivalency at the course or subject level.

**2. Reciprocity** - is the awarding of certification, without any required testing, to those individuals who have been certified at an occupational level by an IFSAC or NPQS accredited agency. The certification must be in one of the occupational levels offered by the South Carolina Fire Academy. Additionally, there is a \$5 administrative fee per certificate for the processing of NPQS certificates.

If you feel you may be eligible for reciprocity/equivalency consideration, contact the Certification & Accreditation supervisor at (803) 896-9881 for more information. When contacting the Certification & Accreditation Department please be prepared to provide the following information:

1. Letter from the issuing fire training agency that states it’s training meets the applicable national standard and how the course was evaluated in detail.

2. Attendance criteria to document that you attended at least 80 percent of the course.
3. A detailed course outline with objectives covered and how each objective was evaluated. (written or practical, team or individual)
4. For agencies that are not fire service oriented, you may also need to provide information on instructor credentials.

#### 4.8 Cafeteria and Dormitory Information

1. The cafeteria is normally open weekdays for breakfast and lunch based on course demand. Depending on the course, breakfast and lunch meals and lodging may be included in the registration fee. The cafeteria does not usually serve a dinner meal. The evening meal is the responsibility of the student.



2. Dormitory accommodations are available on the Fire Academy grounds on a **first-come, first-served basis** only for students enrolled in Fire Academy courses. Rooms are semiprivate with two students assigned to each room. Single occupancy rooms may be available on a space-available basis for an additional fee. All rooms have a private bathroom, television, wireless internet, and an alarm clock radio. Bed linens and bath towels are also provided. In addition, a weight training and recreation room are available at the dorm for student use. The dormitory has a central smoke detection fire alarm system and is fully sprinklered.

a. **Registration/Check-in** - Students must request a dorm room on the course registration form listing the arrival and departure date. For regional burn evaluations on site the regional coordinator will arrange in advance for dorm rooms requested. Additional nights of lodging may be available on a first-come, first-served basis for early arrivals or late departures but must be requested in advance. Dorm check-in is normally done during lunch on the first day of class at the dorm office, room 113. Some courses may do dorm check-in at the course classroom. Students who request dorm check-in the day/night before the class begins or after normal business hours (8:30 to 5) or on weekends will be checked in by Security. Students who do not request a dorm room with their registration should not come to the Fire Academy after normal business hours or weekends

asking for room because a dorm room may not be available. If on the first day of class a student needs a dorm room but has not requested it on his / her registration the Fire Academy will try to accommodate the request.

**NOTE**

**b. Checkout - Students must check out by 8:30 a.m. the last day of class unless special arrangements have been made in advance to stay over for late checkout.** Room keys must be deposited in the key drop box located at the check-in office at the checkout time. A lost key will require payment of a \$20 replacement fee. Failure to return the room key before class or use of the room after the designated checkout time may result in additional room charges. **Shower facilities with towels are available in the student processing building for use after the last day of class.** After normal business hours, a security officer is on site and is responsible for the safety, conduct and security of dorm occupants and will be available to assist students.

3. All dorm residents must comply with the following rules and policies, or they may be discharged from the dorm and forfeit their dormitory privileges:

a. Use of tobacco products is prohibited in dorm rooms and inside all state buildings and vehicles. Smoking is allowed outside in designated areas. **Students smoking in dorm rooms will be charged a \$50 cleaning fee and will not receive course credit until the fee is paid.**



b. No alcoholic beverages are allowed on-site. Students on site who are impaired may be asked to leave.

c. All dormitory rooms will be subject to inspection and/or search if violations of rules are suspected. Checking into the dorm will be construed as implied consent to all investigations and searches. Proper authorities will conduct these investigations and searches.

d. Dormitory furnishings are the property of the State of South Carolina. Rooms are inspected prior to student arrival and upon student departure. Any damaged or missing property will be charged to the student(s) organization(s).

e. All dorm residents must conduct themselves in a professional and cour-

teous manner at all times, taking care that their activities do not interfere with the study or sleep of other residents, especially after 10 p.m.

- f. All students will share in keeping their rooms, the buildings and the campus neat and tidy, as directed. Personal items will be neatly stored daily.
- g. The dormitory is closed during class hours, with the exception of lunch time. If students need to return to their room during class hours, permission must be granted by the course instructor.
- h. No room will be shared by male and female students except in the case of married students. Married students should contact the dorm coordinator to make room arrangements.
- i. Valuables and money should not be left in dorm rooms.

#### 4.9 Student Rules and Procedures

All students are expected to abide by the rules and procedures listed below for all Fire Academy courses, whether on site or offsite. These rules and procedures apply to anyone attending Fire Academy courses through any method of delivery, resident or regional. Students should become familiar with them before attending Fire Academy training.

**1. Class Attendance and Schedule** - All students will be required to attend the first day of class. Resident class times are 8:30 a.m. to 5 p.m. unless otherwise listed. Hours for field courses may vary. Check on the confirmation form or with the course instructor for details. Special night evolutions may be scheduled in some courses. Minimum attendance for all Fire Academy classes is 80 percent. The student must be present for all "Practical Skills" sessions. Most seminars require attending the entire class to receive credit. Exceptions can be made on an individual basis with the lead instructor or regional coordinator.

**2. Dress Code** - Students should wear department uniforms or normal work attire. Students are required to wear shirts with sleeves in public areas and all Fire Academy buildings. Shorts are prohibited in all classrooms and administration buildings on site. Shorts may be worn in the dorm area and on the Fire Academy grounds after class or if part of a specific course physical fitness requirement. Long pants, shirt with sleeves and socks are required to be worn under protective equipment for any evolution requiring PPE for both on-site or off-site courses. Appropriate work shoes are required.

**3. Tardiness** - Students are required to be punctual for all classes, train-

ing and activities. Classes will begin promptly at the scheduled time, unless specific alternate instructions are given.

4. **Absences** - Unless special permission is received from the instructor, students are not permitted to leave Fire Academy courses during training hours. Failure to comply will result in an unexcused absence and possible dismissal. Emergency leave may be allowed for legitimate reasons. Make up of all classes and exams missed during a student's absence must be completed upon the student's return. Make up of classes in some courses may not be available until the next scheduled course, and the student's record will indicate "INCOMPLETE."

5. **Withdrawals** - Should it become necessary for a student to withdraw from a course, the course instructor must be notified. All equipment and supplies issued to the student must be returned before leaving class. No course refund will be made once the student begins the course.

6. **Releasing Scores or Transcripts** - Test scores, training records and student transcripts will be released only to the student, the student's fire chief or the department training officer. Because students are over 18 years of age and are not minors, records will not be provided to parents or guardians. Requests for the release of information must be made in writing using a Transcript Request Form. All information must be provided, and the form must be signed. If the transcript is to be sent to someone other than the student, the full name and address of the recipient must be included. **Student transcript information may not be sent by fax and no information will be given over the telephone.** A \$3 administrative fee will be charged for each transcript, and payment must accompany the request. **Please send check or money order, no cash.**

7. **Equipment, Facilities and Parking** - Students must park only in designated areas, observe all posted signs, and avoid any abuse of the Fire Academy's or fire department's equipment or facilities. Students are responsible for the proper care and return of all Fire Academy-issued equipment and/or supplies. Intentionally damaging Fire Academy property or equipment may result in disciplinary action up to an including dismissal from the course, and the student's department will be billed for all cost associated with the damages. For a course taught at a fire department, all persons must comply with their local rules and guidelines.

8. **Cheating** - Any student cheating during training will be immediately dismissed. The student will receive a failure of the course. Other disciplinary action may be taken including any future attendance of Fire Academy courses.

**9. Falsification** - Falsification of documents, registration forms or records will result in disciplinary action and could result in loss of course certification.

**10. Illness or Injury** - Ill or injured students must report immediately to the instructor. Students are expected to be covered by the agency they represent with Worker's Compensation insurance or similar coverage. The Fire Academy **DOES NOT** provide Worker's Compensation or medical insurance coverage for students and assumes no liability or responsibility for illness or injury experienced while attending or participating in Fire Academy programs.

**11. Use of Tobacco** - The Fire Academy prohibits the use of any tobacco products inside all buildings on campus and Fire Academy vehicles. Designated smoking areas are provided. Use of tobacco products during training is limited to scheduled breaks as directed by the instructor.

**12. Weapons and Explosives** - Weapons of any type and/or explosives are prohibited for students registered in a course on site or staying in the dorm, except as may be specifically required to conduct official training. This includes, but is not limited to, firearms, ammunition, bows, arrows, blasting agents and/or legal fireworks. Any student found displaying and/or carrying any type of contraband will be subject to immediate dismissal.

**13. Use of Alcohol or Prohibited Substances** - No student may participate in Fire Academy training programs while under the influence of alcohol or any prohibited or controlled substance. This includes prescribed medications, narcotics or any other agent that may impair judgment or physical ability to participate. Some prescription medications may have such an effect and could interfere with or prevent class participation.

**14. Personal Items** - The Fire Academy assumes no liability or responsibility for loss, theft or damage of personal property while participating in or attending Fire Academy training or staying in the dorm. This includes student's PPE, vehicles, valuables, money and any equipment in or on the vehicle. Vehicles should be locked when not in use, and all personal equipment or belongings should be stored and secured properly.

**15. Personal Hygiene and Grooming** - Students are expected to maintain personal hygiene and acceptable appearance. **A student who has hair (stubble, mustache, sideburns, beard, bangs or low hairline), jewelry or other impediment in the seal area of an SCBA facepiece, will not be permitted to wear an SCBA in Fire Academy training courses requiring breathing protection. SCBA participation may be required for successful course completion.**

**16. Site Housekeeping** - Students are also required to maintain classroom cleanliness. Each student is responsible for the removal of trash from his/her area and the alignment of his/her nameplate, books and chair each day.

**17. Student Infractions** – The Fire Academy administration will review all infractions committed by students. These include: violations of law; failure to comply with Fire Academy guidelines or instructor directions, gambling or possession of illegal substances; disorderly student conduct; racial or sexual slurs or harassment; profane, obscene or vulgar language; damage to property; or any action that interferes with training or endangers the safety of any individual. A determination that a student has committed a violation may result in disciplinary action up to and including dismissal from the course and possible loss of the privilege to attend future Fire Academy courses either on-site or off-site. No refunds of course fees will be made for dismissal.

**18. Student Appeals Procedures** - Appeals should be made in writing to a Fire Academy staff member, who will review the appeal and take appropriate action. Written appeal of the decision can be filed with the section manager for review. Any further appeal is filed with the superintendent of the Fire Academy whose decision is final.

#### 4.10 1151 Firefighter Candidate School

1. The 1151 Firefighter Candidate School is the Fire Academy's flagship course. This course is IFSAC accredited for NFPA Firefighter II. The 1151 course is only conducted on site. It is an intense seven week course. It includes six written tests, seven practical skills tests, physical fitness, field and class participation, homework, establishing work relationships with other students and instructors and curfew restrictions. The students are live-in students, and part of the course includes living together in a fire station like environment. This course requires after-hours homework, study groups, review of materials, watching videos/CDs related to the course material and after-hour drills to give them real-life emergency situations. Visit our Web site and review AG-005 1151 Firefighting Candidate School guidelines that outlines all details associated with this course, including registration and fees.

# COURSE DESCRIPTIONS

## Core Courses

The Fire Academy offers several core courses at a reduced cost of \$5 to career and volunteer fire service personnel. The courses currently covered are:

- 1152 - Fundamentals of Basic Interior Structural Firefighting
- 1153 - Firefighter I
- 1154 - Firefighter II
- 1210 - Emergency Vehicle Driver Training
- 1220 - Pump Operations I
- 1221 - Pump Operations II
- 2118 - Preparation for Initial Company Operations
- 2119 - Strategy and Tactics for Initial Company Operations
- 2147 - NIMS ICS for the Fire Service
- 2150 - Incident Safety Officer
- 2151 - Health & Safety Officer
- 2153 - I-300 Intermediate ICS
- 2154 - I-400 Advanced ICS
- 2100 - Fire Officer I
- 2722 - Hazardous Materials Operations
- 4171 - Fire Instructor I
- 4172 - Fire Instructor II

*Students are required to wear NFPA-compliant protective clothing for designated evolutions. In such cases, students shall not wear any fully synthetic fiber clothing under their protective clothing. While nomex or other fire-resistant fabrics are not required, garments should provide the highest level of thermal protection possible. Natural fibers, such as cotton or wool, should be a minimum standard. For all live fire evolutions, full-length pants are required and long sleeve shirts are recommended. Protective clothing and equipment is available for rent from the Fire Academy for a fee of \$65 per student per course. A wide range of sizes are available, with coats from 36 through 54, pants from 30 through 48 waist, and boots sized 6 through 14 for both men and women. Clothing is cleaned and sanitized after each course. Rental must be requested and arranged in advance.*



## Firefighting Curriculum

To successfully complete any Fire Academy course requiring SCBA, the student must be clean shaven in the seal area of the facepiece. It is also the department's responsibility to provide NFPA-compliant PPE and breathing apparatus if applicable.

### 1135 STRUCTURAL BURN REFRESHER

Students participating in this course will meet the OSHA requirements for a fire department's annual basic interior live fire training. A variety of scenarios are possible using the Fire Academy props. Students will participate as members of different teams and will have to complete different tasks. **This course is not mandated, but it is recommended.** Completion status will be determined based on performance during the practical evolutions.

Prerequisite: 1122, 1131 or 1152

Hours: 8

Students: Min: 15 Max: 20

Resident Fee: \$25

Offsite Fee: Call for pricing



### 1136 FLAMMABLE LIQUIDS/ GAS FIREFIGHTING

This basic-level course is designed to meet the Flammable Liquids/Gas section of NFPA 1001 for Firefighter II. It is not designed with the more advanced firefighter in mind. Subjects include basic theory, foam application and valve manipulation, tactics and skill check off. If attending as part of the firefighter certification program, bring the "Essentials of Firefighting 4<sup>th</sup> Edition."

Prerequisites: 1152 or 1121

Hours: 8

Students: Min: 15 Max: 20

Resident Fee: \$31 (Lunch Included)

Offsite Fee: Off-site delivery at approved facilities; contact regional office for pricing and details.

**1137 FLAMMABLE/COMBUSTIBLE LIQUID FIREFIGHTING**

This resident course uses Fire Academy props to train students to fight flammable/combustible liquid fires utilizing various extinguishing agents including water, dry chemicals and foam. Fuel characteristics, containers types and operational guidelines are covered. Full personal protective equipment (PPE) is required to be provided by the student. The Fire Academy will provide SCBAs.

Prerequisite: 1121 or 1152  
 Hours: 8  
 Students: Min: 15 Max: 25  
 Resident Fee: \$41 (Includes lunch): in-state - \$226, in-state military; \$251 out-of-state  
 Note: On-campus delivery only

**1138 PRESSURIZED/COMPRESSED GAS FIREFIGHTING**

This resident course will familiarize the student with the nature and effects of flammable gas fires. Container types, fuel and container characteristics, valve manipulation and terminology are covered, as are tactics and methods of fire control. Full personal protective equipment (PPE) is required to be provided by the student.

Prerequisite: 1121 or 1152  
 Hours: 6  
 Students: Min: 15 Max: 20  
 Resident Fee: \$31 (Includes lunch) \$25 off-site; Training-in-House with prop, requester pickup \$15, without prop \$10; \$226 in-state military; \$251 out-of-state.  
 Note: Host department must furnish LP gas for mobile prop.

**1139 RESCUING THE RESCUER**



This 20-hour course has been revised to address a number of pressing issues facing today's firefighter. It provides the basic knowledge and skills needed to identify when to call a "Mayday", initiate self-rescue, and/or rescue a fellow firefighter. The course includes a review of case studies, statistical data, the impact of rescuing a downed firefighter, and the National Fire Academy's "Calling the Mayday" program. The primary focus is to reduce putting ourselves in these situations and when it happens, what we need to undertake to survive.

Prerequisite: 1121 or 1152  
 Hours: 20  
 Students: Min: 15 Max: 20  
 Resident Fee: \$25 (Meals and dorm extra)  
 Off-Site Fee: Call for pricing

**1140 RAPID INTERVENTION CREW**

This course allows students to apply their knowledge and skills from course 1139 Rescuing the Rescuer. The classroom portion covers legal aspects, events requiring RIC, personnel requirements, deployment consideration and command responsibilities. Tool and equipment considerations for RIC will also be covered. Practical evolutions will be scenario driven. Students are encouraged to bring any personal equipment they would normally carry as a member of a rapid intervention crew.

Prerequisite: 1139

Hours: 16

Students: Min: 12 Max: 20

Resident Fee: \$25 (meals and dorms extra)

Off-Site Fee: Call for pricing - approved training facility must be provided.

**1151 FIREFIGHTER CANDIDATE SCHOOL**

This program will take the student from recruit level through certification at the NFPA 1001 - Firefighter II level. This seven-week program covers all aspects of firefighting, including: fire behavior, protective equipment, hose, ventilation, salvage and overhaul and fire attack. It includes CPR and first aid, incident command and haz-mat operations. Physical training is part of the program. Students will be housed at the Fire Academy fire station and will perform standard station duties. Upon successful completion of this program, the student will be a certified Firefighter II by IFSAC and medical first responder and will be qualified at the haz-mat operations level. Fee includes housing, breakfast and lunch. Visit our Web site [www.scfa.state.sc.us](http://www.scfa.state.sc.us) and reference the Firefighter Candidate School policy AG-005 for more details.

Prerequisite: none

Hours: 280

Students: Min: 14 Max: 20

Resident Fee: \$770 in-state (*includes two meals daily and housing over seven weeks*)

\$2,435 in-state military and civil service; \$2,830 U.S. out-of-state and military; \$3,220 non-U.S. students

Note: On-campus delivery only

**1152 FUNDAMENTALS OF BASIC INTERIOR STRUCTURAL FIREFIGHTING**

This course is designed to help fire departments meet the minimum OSHA intent for basic interior structural firefighting for their personnel. The basic fire ground skills necessary to get the firefighter operational and performing are included. Subjects included are: fire behavior, fire extinguishers, personal protective equipment, SCBA, ladders, fire hose, fire streams, search and rescue and interior fire attack. Successful completion of written and practical skills testing is required. **Please note: Additional training may be required by the Authority Having Jurisdiction (AHJ) to meet departmental minimums for interior firefighting.**



Prerequisite: None  
 Hours: 80  
 Students: Min: 12 Max: 20  
 Fee: \$5

**1153 NFPA FIREFIGHTER I**

This course is designed to take the student to the first level of firefighter as recognized by the National Fire Protection Association (NFPA) and the International Fire Service Accreditation Congress (IFSAC). Subjects include: building construction, ropes and knots, forcible entry, ventilation, water supply, salvage, overhaul, communications, fire prevention and public fire education. Upon successful completion of written and skills testing, the firefighter will receive international recognition as a Firefighter I by IFSAC.

Prerequisite: 1152  
 First Aid and CPR,  
 2722 Hazardous Materials Operations  
 Hours: 60  
 Students: Min: 12 Max: 20  
 Fee: \$5

**1154 NFPA FIREFIGHTER II**

This course is designed to take the student to the final level of firefighter as recognized by the National Fire Protection Association (NFPA) and the International Fire Service Accreditation Congress (IFSAC). Subjects include: incident management, building collapse and special rescue, hose tools and appliances, hydrant flow and operability, fire detection and alarm systems, fire cause, pre-incident planning, reports and communications and coordinating fire attack. Upon successful completion of written and skills testing, the firefighter will receive international recognition as a Firefighter II by IFSAC.

Prerequisite: 1153, 4501  
 3330 Basic Auto Extrication  
 1136 Flammable Liquids/Gas Firefighting

Hours: 36

Students: Min: 15            Max: 20

Fee: \$5

**1160 TRUCK COMPANY AND SUPPORT OPERATIONS**

This course covers the operations traditionally assigned to truck companies, but which can and should be done at nearly every structural fire incident by any fire ground company. Topics include the functions usually performed by truck companies, the equipment necessary to perform those functions and operational strategy and tactics, including size-up. Practical activities are also included.

Prerequisite: None

Hours: 16

Students: Min: 15            Max: 20

Fee: \$25, Training-in-House \$5

**1176 PIPELINE EMERGENCIES**

This course is designed for emergency responders from public safety and safety organizations. This course will benefit fire and rescue personnel, members of hazardous materials response teams and industrial emergency response teams. Parts of this course will also be of interest to emergency management personnel. This course covers how to respond safely and effectively to pipeline incidents and emergencies. Topics covered include: primary regulations and standards that govern operations and design of pipeline systems, common products found in pipelines along with physical and chemical properties and tactical procedures for pipeline response. Several pipeline response scenarios will be conducted during this course.

Prerequisite: 1121 or 1152 or equivalent training  
 Hours: 16  
 Students: Min: 15            Max: 30  
 Fee: \$5

**1177 RESPONDING TO UTILITY EMERGENCIES**

This course provides a “Street Smart Approach” for emergency first responders who must respond to utility emergencies. Topics included in this course: the need for utility company response, most common utility hazards, response issues and the hazards associated with electric and gas generations, transmission and distribution. Several case histories will be reviewed during class.

Prerequisite: 1121 or 1152 or equivalent training  
 Hours: 8  
 Students: Min: 12            Max: 30  
 Fee: \$5

**8118 POSITIVE PRESSURE VENTILATION**

This course consists of a review of basic ventilation practices, implementation and fire attack considerations. It includes both classroom and field work consisting of practical skills evolutions and a demonstration using positive pressure ventilation.

Prerequisite: None  
 Hours: 6  
 Students: Min: 15            Max: 30  
 Fee: \$25, Training-in-House \$5  
 Note: The host fire department must furnish at least two PPV fans.

**8330 S-190 INTRO TO WILDLAND FIRE BEHAVIOR**

This course and the S-130 Wildland Firefighter are the required basic courses for federal certification as a wildland firefighter. This program is designed to train firefighters in the basic factors, major points and principals of wildland fire behavior that will aid them in the safe and effective control of wildland fires.

Prerequisite: 1121 or 1152

Hours: 6

Students: Min: 10 Max: 30

Fee: \$5

Note: This course is taught by the South Carolina Forestry Commission. The commission requires a minimum of 80 percent on the written exam for successful completion.

**8331 S-130 WILDLAND FIREFIGHTING**

This course includes units on fire suppression safety, preparedness, tools and equipment, firing devices, use of water and foam, use of maps, size-up, communication, hazardous materials and urban-wildland interface. This program is presented by the South Carolina Forestry Commission. This class will be conducted at sites approved by the Forestry Commission due to the type of terrain needed for this course. Students must furnish a helmet, boots (leather or fire), eye protection and leather gloves.

Prerequisite: 8330-S-190 Introduction to Wildland Fire Behavior

Hours: 32

Students: Min: 20 Max: 40

Fee: \$5

Note: This course is taught by the South Carolina Forestry Commission. The commission requires a minimum of 70 percent on the written exam for successful completion.

**8335 INTRODUCTION TO WILDLAND/URBAN INTERFACE FIREFIGHTING**

The purpose of this course is to provide a basic understanding of the wildland and wildland/urban interface environment in which the structural firefighter may be assigned. In cooperation with the South Carolina Forestry Commission, a section on interfacing with Forestry Commission personnel has been added.

Prerequisite: None

Hours: 16

Students: Min: 12 Max: 30

Fee: \$25

## Driver-Operator Curriculum

**NOTE:** For the 1210, 1220, 1221, 1225 and 1250 courses, each student's fire department must furnish a pumper and/or tanker or aerial apparatus for use during the practical skills development and skills testing sessions as required.

### **Please read carefully the prerequisite for the Driver - Operator Curriculum**

#### Clarification

To register for the 1210 Course, Emergency Vehicle Driver Training, you must submit with the registration form a copy of a valid South Carolina Class E Drivers license, not a permit. A valid Class B Commercial Drivers License or Special Endorsement Program Sticker (received from the Department of Motor Vehicles) affixed to the back of a valid Class D drivers license will also meet this requirement. The Fire Academy will also accept, in lieu of the above, a letter from the chief of the Department on department letterhead stating the student has the authorization to attend and drive the department vehicles during this class without one of the above special type licenses. The student still needs to have a valid South Carolina Class D license and a copy must be included with this letter. Remember, if you do not furnish a vehicle as stated in the notes section above, your department member may not be allowed to drive another department's vehicle because of varying insurance requirements and liability issues. The Fire Academy prerequisite requirement for this course in no way supplements or supercedes the state laws concerning license requirements for driving on a public roadway.



**1210 EMERGENCY VEHICLE DRIVER TRAINING**

This course teaches how state laws affect emergency vehicle operation, defensive driving, vehicle inspection and maintenance, and physical abilities and limitations. Eight hours of this course are used for driving skills development using close tolerance driving maneuvers. Course completion will meet many NFPA 1002 objectives for vehicle operation.

**Prerequisite:** The student must submit with his/her registration form a copy of a valid S.C. Class E Drivers License or Class B CDL or Special Endorsement Sticker affixed to the back of license or letter of authorization from fire chief. The Fire Academy requirements in no way supplement or supersede the state DOT driver's licensing requirements.

**Hours:** 40  
**Students:** Min: 10 Max: 15  
**Fee:** \$5

**1220 PUMP OPERATIONS I**

This course is a basic pump operations program designed to train pump operators in the effective use of the apparatus pump. Course subjects include: water and water supply, hose, nozzles and flow rates, theoretical and fire ground hydraulics, fire pump theory, operating fire pumps and static water supply. The student will participate in practical skill stations consisting of pump orientation, operating and pumping the apparatus in multiple hose layouts and supply situations, drafting and multiple classroom activities calculating hydraulic equations. A calculator is highly recommended for this program.

**Prerequisite:** 1210  
**Hours:** 40  
**Students:** Min: 10 Max: 15  
**Fee:** \$5

**1221 PUMP OPERATIONS II**

This course addresses the movement of water in a suburban/rural setting. Course subjects include relay pumping and mobile water shuttle operations. The student will participate in relay pumping operations and components of a water shuttle operation to include dump and fill site operations. The class will perform multiple water shuttle operations during this program.

**Prerequisite:** 1210, 1220. The student must submit with his/her registration form a copy of a valid S.C. Class E Drivers License or Class B CDL or Special Endorsement Sticker affixed to the back of license /or letter of authorization.

**Hours:** 16  
**Students:** Min: 10 Max: 20  
**Fee:** \$5

**1225 FIRE DEPARTMENT PUMPER TESTING**

This course trains the student in the various pumper tests recommended by NFPA. Upon completion, the student will be familiar with the history of pumper testing, the current types of tests, calculations needed to properly conduct any of these tests, and the required equipment for conducting the tests. Hands-on skill development in actual pumper testing is included in this course.

Prerequisite: 1220  
 Hours: 24  
 Students: Min: 10 Max: 15  
 Fee: \$25, Training-in-House \$5

**1250 BASIC AERIAL OPERATIONS**

This course is designed for specific departments with aerial apparatus. Through class and practical activities, students are prepared for enhanced aerial device operation. The course includes aerial types and construction, apparatus positioning and strategies and tactics of operation. Maintenance and testing of aerials will also be covered.

Prerequisite: 1210  
 Hours: 24  
 Students: Min: 10 Max: 16  
 Fee: \$25

**Fire Officer Curriculum**

**2100 FIRE OFFICER I**

This course addresses the needs of the company officer as defined by NFPA 1021 Fire Officers Professional Qualifications level one. The course includes subjects related to human resource management, community and government relations, inspections, investigations, emergency service delivery and safety. Students will apply accepted managerial and organizational skills to situations within their own department. Upon successful completion of the course, the student will receive a Fire Officer I, IFSAC-endorsed certificate. Homework and other out-of-class work will be necessary to complete this course. The student manual and an informational letter with reading assignments will be mailed to registered students three weeks prior to the class starting.

Prerequisite: NFPA Fire Instructor I, NFPA Firefighter II, 2147 or 2137  
 Hours: 40  
 Students: Min: 12 Max: 20  
 Resident Fee: \$5 in-state, \$640 out-of-state (dorm and meals additional)  
 \$480 in-state military (dorm and meals additional)

**2113 FIRE SERVICE SUPERVISION: INCREASING PERSONAL EFFECTIVENESS**

This course is designed to meet the needs of fire service supervisors and program managers, and review basic skills and techniques that will assist the individual in improving personal effectiveness. The course addresses topics in the areas of: managerial style and personal performance, time management, stress management and personal professional development planning.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 40  
 Fee: \$25, Training-in-House \$5 Grant fee: \$750/Class

**2114 FIRE SERVICE SUPERVISION: INCREASING TEAM EFFECTIVENESS**

This course is designed to meet the needs of fire service supervisors and program managers and focuses on improving the manager’s skill in relating with others. The course will address topics in the areas of: motivating others, interpersonal communications, counseling, group dynamics and conflict resolution.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 40  
 Fee: \$25, Training-in-House \$5 Grant fee: \$750/Class

**2117 INTRODUCTION TO VOLUNTEER EMERGENCY SERVICES MANAGEMENT**

This course demonstrates the basic management techniques needed to effectively administer a volunteer emergency service organization. Participants will explore the transition from firefighting into management. Students will learn and apply basic principles of communication, motivation, problem solving, decision making, and the management process to accomplish their agency’s missions and goals.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 40  
 Fee: \$25, Training-in-House \$5

**2118 PREPARATION FOR INITIAL COMPANY OPERATIONS**

This course is designed to develop a better understanding of the role and responsibilities of a Company Officer in preparing his/her company for incident operations. In addition, it will clarify the transition from firefighter to company officer and the new roles relating to leadership and safety. This course is designed for company officers, acting company officers, or senior firefighters responsible for the management of a single fire company at an emergency scene.

Prerequisite: 2137 or 2147  
 Hours: 16  
 Students: Min: 12 Max: 40  
 Fee: \$5 Grant fee: \$750 / class

**2119 STRATEGY AND TACTICS FOR INITIAL COMPANY OPERATIONS**

This course is designed to meet the needs of Company Officers responsible for managing the operations of one or more companies during structural firefighting operations. This course is also designed to develop the management skills needed by company officers to accomplish assigned tactics at structure fires.

Prerequisite: 2137 or 2147, and 2118 or 2116  
 Hours: 16  
 Students: Min: 12 Max: 40  
 Fee: \$5 Grant fee: \$750/Class

**2128 FIREFIGHTER SAFETY AND SURVIVAL: THE COMPANY OFFICER'S RESPONSIBILITY**

This NFA course examines areas of firefighter fatalities and injuries associated with both emergency and non-emergency situations. It addresses causes of fatalities and injuries and recommends solutions and implementation methods.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 40  
 Fee: \$5 Grant fee: \$750/Class

**2130 BUILDING CONSTRUCTION PRINCIPLES:  
NONCOMBUSTIBLE AND FIRE RESISTIVE**

This NFA course is an introduction to the special character of noncombustible and fire resistive construction. Primary emphasis is on improving the officer's ability to ensure firefighter safety by recognizing common causes and indicators of failure and hazards related to building construction or contents, and overall reaction of a building to fire conditions. Suppression personnel will be able to better identify operational and safety concerns in a noncombustible or fire-resistive structure through analysis of its design, material and construction.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12            Max: 30  
 Fee: \$5                      Grant fee: \$750/Class

**2132 PRINCIPLES OF BUILDING CONSTRUCTION:  
COMBUSTIBLE**

This course consists of 16 hours of classroom instruction to provide a basic understanding of how the construction type, alternative design and materials influence a building's reaction to fire. Upon completion of the course, the student will recognize relevant information about a building before a fire, and fire ground "reading" of the building, enabling the student to assess building stability and resistance to fire and determine likely paths of fire extension.

Prerequisite: none  
 Hours: 16  
 Students: Min: 12            Max: 30  
 Fee: \$5                      Grant fee: \$750/Class

**2144 INCIDENT COMMAND FOR HIGH-RISE  
OPERATIONS**

This NFA program is designed to assist emergency response officers who have responsibility for managing high-rise incidents. This includes organizing resources, developing strategies and managing tactical operations to protect life and minimize damage.

Prerequisite: 2137 or 2147  
 Hours: 16  
 Students: Min: 12            Max: 30  
 Fee: \$25                      Grant fee: \$1,200/Class

**2145 INCIDENT COMMAND SYSTEM FOR STRUCTURAL COLLAPSE INCIDENTS**

This NFA program is designed to provide fire officers with an understanding of command operations including: aspects of structural collapse; basic command procedures and ICS organizational structure; various resource levels, types and capabilities used for structural collapse incidents; critical factors and issues that affect scene management; operational considerations used at structural collapse incidents, response operations phases associated with a structural collapse incident and technical rescue expertise and equipment required for safe operations and effective incident management. Students should understand and be able to apply the ICS concept.

Prerequisite: 2137 or 2147  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$25 Grant fee: \$1,200/Class

**2147 NIMS - ICS FOR THE FIRE SERVICE**

This NFA course is designed to develop an understanding of the Incident Command System (ICS) and the National Incident Management System (NIMS) and their application in both emergency and non-emergency situations. This includes single company operations and events that may require a response by multiple agencies. This course addresses the need for ICS, an overview of the structure and flexibility of ICS and an understanding of the command skills necessary to function effectively in an ICS structure.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 40  
 Fee: \$5 Grant fee: \$750 / class

**2148 INTRODUCTION TO UNIFIED COMMAND**

This NFA course is designed for those officers who would likely function in a command or general staff role position during a multi-agency operation. Students will be exposed to lectures and activities designed to promote a better understanding of multi-agency needs and a Unified Command structure. This course is designed to provide an understanding of the requirements of a Unified Command organization and the skills necessary to operate at complex incidents.



Perquisite: 2137 or 2147  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$5 Grant fee: \$750/Class

**2150 INCIDENT SAFETY OFFICER**

Students will learn to identify and analyze safety concerns as they relate to all-hazards scene evaluation and communicate recommended solutions to the command authority. This course examines the safety officer's role at emergency response situations. A specific focus on operations within an incident command system as a safety officer is a main theme.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$5 Grant fee: \$750/Class

**2151 HEALTH AND SAFETY OFFICER**

This course examines the HSO's role in identifying, evaluating and implementing policies and procedures that affect health and safety for emergency responders. Risk analysis, wellness and other occupational safety issues are the main emphasis of the program.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$5 Grant fee: \$750/Class

**2153 I-300 INTERMEDIATE ICS**

This course provides training on and resources for personnel who require advanced application of the Incident Command System (ICS). The target audience for this course is individuals who may assume a supervisory role in expanding incidents or Type 3 incidents. Note: During a Type 3 incident, some or all of the command and general staff positions may be activated, as well as division/group supervisor and/or unit leader level positions. This course expands upon information covered in the ICS-100 and ICS-200 courses.

Prerequisite: 2137 or 2147 or equivalent training comparable to I-100 and I-200  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$5

**2154 I-400 ADVANCED ICS**

This course provides training and resources for personnel who require advanced application of the Incident command System (ICS). The target audience for this course is senior personnel who are expected to perform in a management capacity in an area command or multiagency coordination entity. This course expands upon information covered in ICS-100 through ICS-300 courses.

Prerequisite: 2148 or 2153, equivalent training comparable to I-100 through I-300  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$5

**2171 LEADERSHIP I: STRATEGIES FOR COMPANY SUCCESS**

This NFA course presents the basic leadership skills and tools needed to perform effectively in the fire service. It includes: techniques for problem solving, ways to identify and assess the needs of subordinates, methods for running meetings effectively, and decision-making skills for the company officer.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$25, Training-in-House \$5  
 Grant fee: \$750/Class

**2172 LEADERSHIP II: STRATEGIES FOR PERSONAL SUCCESS**

This NFA course provides the basic leadership skills and tools needed to perform effectively in the fire service environment. It addresses ethics, use and abuse of power at the company officer level, creativity in the fire service environment and management of multiple roles.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$25, Training-in-House \$5  
 Grant fee: \$750/Class



**2173 LEADERSHIP III: STRATEGIES FOR SUPERVISORY SUCCESS**

This NFA course provides the basic leadership skills and tools to perform effectively in the fire service environment. It covers the following: delegating to subordinates, assessing personal leadership styles through situational leadership, disciplining subordinates and applying coaching and motivating techniques.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$25, Training-in-House \$5  
 Grant fee: \$750/Class

**2175 MANAGING IN A CHANGING ENVIRONMENT**

This NFA course is targeted toward company officers, chief fire officers and department administrators. Primary emphasis is on developing flexible management practices to meet economic, social, political and technological changes within the fire service. Students will learn to recognize potential changes and react quickly with effective strategies to manage those changes.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$25

**2176 SHAPING THE FUTURE**

This NFA course is designed to help fire service managers recognize problems that impact an organization's effectiveness and develop solutions to solve those problems. Content includes: defining present conditions, finding solutions, justifying decisions and managing change in the fire service environment. This program is intended for personnel assigned to management positions, including company officers, chief fire officers and department administrators.

Prerequisite: None  
 Hours: 16  
 Students: Min: 12 Max: 30  
 Fee: \$25, Training-in-House \$5

## Rescue Curriculum

### 3302 CONFINED SPACE REFRESHER

This course reviews the hazards and rescue techniques associated with confined spaces. Practical hands-on rescue evolutions in confined space props will be used to enhance the rescuer's skills.

Prerequisite: 3392 or 3300

Hours: 8

Students: Min: 15 Max: 20

Resident Fee: \$25 in-state, \$128 out-of-state

Regional Fee: \$25

(\$50 if use of the Confined Space Rescue maze trailer is required off site)

### 3310 ROPE RESCUE OPERATIONS

This course is a revision of the Introduction to Rescue Systems program. It is intended to address specific low-angle rope rescue techniques as outlined in the operations level of NFPA 1670 and the rope requirements in Rescue Technician of NFPA 1006. Topics include: rope rescue knots, lowering and raising systems, simple and compound mechanical advantage systems, safety lines, ladder gins for high point rescue and patient packaging.

This course is a prerequisite for the Rope Rescue Technician course, Trench Rescue, Confined Space Rescue, Water Rescue Operations and other US&R Technical Rescue programs. The student should be familiar with the figure-eight family of knots found in the Firefighter I program.

Note: Helmet, safety glasses, leather gloves and steel-toed shoes required

Prerequisite: None

Hours: 16

Students: Min: 15 Max: 20

Fee: \$25 in-state, Training-in-House \$5, \$192 non-municipal, \$256 out-of-state, military, on-site meals and lodging extra.

Grant fee: \$2,000

**3312 TRENCH RESCUE I**

This course is designed to enable the first responder to identify actions to take on the scene of a trench collapse. Topics include: OSHA standard 29 CFR 1926, hazards associated with trench collapse, operational plans for trench rescue, and shoring techniques for trench collapse.

Prerequisite: 3310

Hours: 24

Students: Min: 20 Max: 30

Resident fee: \$160 in-state; \$300 non-municipal; \$384 out-of-state, military. Meals and dorms extra., off-site \$155 municipal

Grant fee: \$7,200

Regional Delivery: Contact regional office for fees. Must have an approved facility.

**3330 BASIC AUTO EXTRICATION**

This course includes scene management, design and construction of automobiles and various other extrication related topics. The field work portion involves many areas of extrication, including proper use of hydraulic rescue equipment, techniques and special extrication. Protective clothing required.

Prerequisite: None

Hours: 16

Students: Min: 15 Max: 20

Fee: \$25 instate, Training-in-House \$5 (department must provide all necessary equipment), \$192 non-municipal, \$256 out-of-state, military

**3350 WATER RESCUE OPERATIONS**

This course introduces the student to the four water rescue specialties (ice, surf, dive, and swift water), based on NFPA 1670 and 1006. The concepts of buoyancy, water dynamics, basic hazard recognition, identifying likely victim location and handling witnesses will be addressed. Other areas will include basic water survival and self rescue, low- to high-risk benefit rescue techniques and shore-based water rescue skills.

**As part of the course, the student must pass a basic swimming test that will include treading water and swimming 50 meters in a pool for successful completion.**

Required PPE: Swimsuit and Coast Guard-approved Type III personal flotation device. Whistle-white water type, no moving parts.

Prerequisites: 3310 Rope Rescue Operations

Hours: 16

Students: Min: 10 Max: 20

Fee: \$25, \$192 non-municipal, \$256 out-of-state, military



**3362 US&R BUILDING COLLAPSE**

This course is part of the Structural Collapse Technician Program. It is designed to provide the senior level responder with the knowledge, skills and abilities necessary to safely respond and function within a structural collapse, urban search and rescue environment. Topics include: scene safety, building materials, structural systems, collapse patterns, hazard identification, building monitoring, US&R response strategy, structural size-up, shoring basics and shoring construction.

- Prerequisites: 3310 - Rope Rescue Operations
- Required PPE: Steel-toed boots, helmet, leather gloves, eye protection, hearing protection, coveralls or long pants and shirts with long sleeves. **PPE is to be provided by the student.**
- Hours: 30 (3 days)
- Students: Min: 15 Max: 30
- Fee: \$200; Non-fire service \$500 out-of-state, military \$625
- Grant fee: \$15,000
- Regional delivery: Contact regional office for information

**3364 US&R LIFTING & RIGGING HEAVY OBJECTS**

This course is part of the Structural Collapse Technician program. It is designed to provide the senior level responder with the knowledge, skills and abilities necessary to safely respond and function within a structural collapse, urban search and rescue environment. Topics include: mass and gravity, mechanics and energy, moment of force, inclined planes, levers, pulley systems, "A" frame gantries, high-pressure air bags, cribbing, weight calculations and rigging heavy objects.

- Prerequisites: 3310 - Rope Rescue Operations
- Required PPE: Steel-toed boots, helmet, leather gloves, eye protection, hearing protection, coveralls or long pants and shirts with long sleeves. **PPE is to be provided by the student.**
- Hours: 20 (2 days)
- Students: Min: 15 Max: 30
- Fee: \$175, Non-fire service \$400; out-of-state & military \$500
- Grant fee: \$12,000

**3366 US&R BREACHING/BREAKING/CUTTING & BURNING**

This course is part of the Structural Collapse Technician program. It is designed to provide the senior-level responder with the knowledge, skills and abilities necessary to safely respond and function within a structural collapse, urban search and rescue environment. Topics include: identification of concrete construction, types of components, equipment selection and use, proper techniques necessary to breach, break, cut and burn to gain access through concrete, steel or other structural components during rescue operations in heavy floor, heavy wall, steel and concrete construction.

- Prerequisites: 3310 - Rope Rescue Operations
- Required PPE: Steel-toed boots, helmet, leather gloves, eye protection, hearing protection, coveralls or long pants and shirts with long sleeves. **PPE is to be provided by the student.**
- Hours: 20 (2 days)
- Students: Min: 10 Max: 16
- Fee: \$175, Non-fire service \$425, out-of-state & military \$525
- Grant fee: \$13,000
- Note: On-campus delivery only

**3368 US&R TECHNICAL SEARCH**

This course is part of the Structural Collapse Technician program. It is designed to provide the senior-level responder with the knowledge, skills and abilities necessary to safely respond and function within a structural collapse, urban search and rescue environment. Topics include: setup, operation and maintenance of technical search equipment, including cameras and acoustic listening devices used in the location of buried survivors.

- Prerequisites: 3310 - Rope Rescue Operations
- Required PPE: Steel-toed boots, helmet, leather gloves, eye protection, hearing protection, coveralls or long pants and shirts with long sleeves. **PPE is to be provided by the student.**
- Hours: 20 (2 days)
- Students: Min: 10 Max: 16
- Fee: \$150; Non-fire service \$325; out-of-state & military \$425
- Grant fee: \$10,000
- Note: On-campus delivery only

**3390      CONFINED SPACE ENTRY OPERATIONS**

This program addresses the OSHA-required elements for entry into confined spaces with a slant on rescue operations. Topics within this course include permits and hazard recognition, air monitoring, ventilation, respiratory protection and PPE. Retrieval systems to include tripods, winches and rope systems, isolation of the confined space will also be part of the new program. This program will meet the requirements of NFPA 1670 Operations Level in responding to confined space incidents.

Prerequisites: 3310  
 Hours: 24  
 Students: Min: 15            Max: 20  
 Fee: \$25  
 Grant fee: \$4,800  
 Note: Trailer delivery \$50

**3392      CONFINED SPACE RESCUE I**

This program will address areas such as patient packaging, confined space rescue entry and communications. It will contain multiple rescue scenarios dealing with vertical and horizontal rescues. This program will meet the OSHA rescue requirements, as well as some of the NFPA 1670 requirements.

Prerequisites: 3390 - Confined Space Entry Operations  
 Hours: 16  
 Students: Min: 15            Max: 20  
 Fee: \$25  
 Note: An additional fee of \$50 is required by the department for trailer delivery unless this course runs concurrent with course 3390.  
 Grant fee: \$3,600

## Hazardous Materials Curriculum

### 2180 CHEMISTRY FOR EMERGENCY RESPONSE

This two-week NFA course provides the basic knowledge to evaluate the potential hazards and behaviors of materials considered to be hazardous for one or more reasons. Directed at the underlying reasons for the chemical behavior of hazardous materials, the course is designed to improve decision-making, safety operations and handling. The course is heavily chemistry oriented.

#### 7716 *NFA direct delivery of this course*

**Prerequisite:** Students should have understanding of basic chemistry to receive the optimum benefit from this course.

**Hours:** 80

**Students:** Min: 15      Max: 30

**Fee:** None (funded by FEMA grant through SCEMD)

### 2719 HAZ-MAT (OSHA HAZWOPER) TECHNICIAN ANNUAL REFRESHER

This course provides the haz-mat technician with the annual training required to maintain competencies for offensive response tactics. Topics include containment and confinement, decontamination exercises, Level-A dress-out, and use of instruments and haz-mat scene management.

**Prerequisite:** 2723 or equivalent level training

**Hours:** 16

**Students:** Min: 15      Max: 20

**Fee:** \$75 in-state, \$256 out-of-state, DOD

**Grant fee:** \$3,400/Class

**Delivery:** This program is scheduled by the resident training staff. Availability is based on equipment and instructors. Training-in-House delivery is based on instructors, equipment and Fire Academy approval. This course can be customized by topic to meet annual refresher requirements.

**2720 HAZARDOUS MATERIALS INCIDENT MANAGEMENT**

This course helps the incident commander understand the duties, responsibilities and liabilities of emergency responders to more effectively coordinate and integrate the incident beyond the initial response. It examines the three phases of the incident, from pre-planning, through incident operations, to post-incident responsibilities. Topics include: negligence and liability, planning, ICS/EOC interface, training requirements and response plans.

**7157 NFA direct delivery of this course**

Prerequisite: None, but operations level haz-mat training is recommended  
 Hours: 48 (six days)  
 Students: Min: 15 Max: 30  
 Fee: Call for pricing

**2722 HAZARDOUS MATERIALS: OPERATIONS**

This course is designed to take untrained first responders to an operational level competency based on NFPA 472. This program will enable responders to function defensively at a hazardous materials incident, and provide them with an understanding of their role in an integrated response. Subjects include: Hazmat regulations and definitions, Hazmat properties and hazards, Hazmat identification, incident management elements, strategies and tactics, personal protective equipment and contamination and decontamination. This course also addresses incidents involving terrorism and criminal activities. Classroom and practical instruction are provided in this program. Successful completion of the course requires passing of both written and practical testing. Completion of this course and course 1136 Flammable Liquids / Gas Firefighting will enable the student to challenge the Hazardous Materials Operations certification exam. A passing grade on the certification exam will indicate that the student has met the operational requirements of NFPA 472.

Prerequisite: 1121 or 1152 or documentation equivalent to SCBA training for non-fire service personnel.  
 Required PPE: Structural firefighting clothing or appropriate protective clothing for Hazmat response and SCBA.  
 Hours: 24  
 Students: Min: 15 Max: 20  
 Fee: \$5 in-state, \$384 out-of-state, DOD  
 Grant fee: \$2,400/Class



**2723 OSHA HAZ-MAT TECHNICIAN**

This course is designed for those emergency personnel who have response needs at the scene of a hazardous materials incident. It meets the requirements in OSHA 1910.120 for technician level training. The program introduces the student to equipment and skills required for definitive offensive response tactics. Students must demonstrate Operations-level competencies and complete an evaluation on the first day of the program. During the program, students will also demonstrate proficiency in protective clothing, decontamination, spill and leak control, air monitoring, and site safety and control. The course requires successful completion of both practical and written skill assessments.

- Prerequisite: 2722 or comparable operations level training
- Hours: 40
- Students: Min: 15 Max: 20
- Fee: \$125 in-state; training-in-House \$45; non-municipal \$480; \$640 out-of-state, DOD
- Grant fee: \$7,200/Class
- Delivery: This program is scheduled by the resident training staff. Availability is based on equipment and instructors.

**2726 HAZ-MAT OPERATIONS REFRESHER**

This course provides the annual training required to maintain competency at the operations level. Subjects include: Hazmat properties and hazards, identification, strategies and tactics, personal protective equipment, decontamination and terrorism elements. Successful completion of the course requires passing practical competency testing.

- Prerequisite: 2722 - Hazardous Materials: Operations
- Hours: 8
- Students: Min: 15 Max: 20
- Fee: \$25 in-state, Training-in-House \$5, \$96 non-municipal, \$128 out-of-state, DOD
- Grant fee: \$1,000/Class

**2736 EMERGENCY RESPONSE TO CHLORINE INCIDENTS**

This course covers the associated physical and chemical hazards of chlorine and the offensive control tactics for Haz-Mat teams dealing with a chlorine release. Students will learn, practice and be evaluated on the application of chlorine control kits for 100- and 150-pound cylinders, one-ton cylinders and rail cars. Successful completion of written and practical exams is required for course credit.

- Prerequisite: Haz-mat technician qualified or 2723
- Hours: 16
- Students: Min: 15 Max: 20
- Fee: \$75 in-state, \$192 non-municipal - \$256 out-of-state, DOD
- Grant fee: \$4,000/Class
- Delivery: This program is scheduled by the resident training staff. Availability is based on equipment and instructors.

**2751 EMERGENCY RESPONSE TO TERRORISM: BASIC CONCEPTS**

This ODP course prepares first responders for terrorist-related incidents, primarily at the operations level. The course focuses on life safety and self-preservation, and topics include understanding and recognizing terrorism, detecting various hazards, self protection measures, scene control, tactical considerations and an overview of terrorism incident management.

- Prerequisite: None, but Hazardous Materials Operations training is recommended.
- Hours: 16
- Students: Min: 15 Max: 30
- Fee: \$25
- Grant fee: \$1,430

**2752 EMERGENCY RESPONSE TO TERRORISM:  
INCIDENT MANAGEMENT**

This National Fire Academy course focuses on fire service response to terrorism from an incident management approach. This is an advanced-level course that presumes a working knowledge of the Incident Command System. It deals with issues such as recognizing a terrorist incident, preservation of evidence, planning and intelligence, federal response and unified command, haz-mat and EMS operations and scene control, termination and recovery. It uses complex simulation activities to allow students to apply concepts learned.

**7169 NFA Direct Delivery of this course.**

- Prerequisite: No course prerequisite, but Hazardous Materials Operations and Incident Command System training are recommended
- Hours: 48
- Students: Min: 15      Max: 30
- Fee: Call for pricing

**2755 NBC TERRORISM TECHNICIAN**

This course provides the hazardous materials technician with the necessary skills to operate safely at an NBC terrorism event. Topics will include: detection equipment, evidence collection, overpacking for crime scenes, victim rescue and decontamination. The student will receive hands-on experience with some of the latest NBC detection equipment, such as the Chemical Agent Monitor, M-256A1 chemical detection kit, M-8/M-9 paper, Bio-Detection tickets, S.M.A.R.T-2 and other well-known detection equipment.

- Prerequisite: 2723 - Hazardous Materials Technician
- Hours: 24
- Students: Min: 16      Max: 20
- Fee: Call for pricing
- Grant fee: \$4,500/Class
- Delivery: This program is scheduled by the resident training staff. Availability is based on equipment and instructors.

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**2757      EMERGENCY RESPONSE TO TERRORISM:  
COMPANY OFFICER TACTICAL  
CONSIDERATIONS**

This NFA program is designed to build upon the existing knowledge and skills of the first-responding supervisor from the *Emergency Response to Terrorism-Basic Concepts Course, Self Study Guide*. Students will be trained in security considerations, identifying signs of terrorism, anticipating unusual response circumstances, assessing information and initiating self-protection actions.

Prerequisite:	None	
Hours:	16	
Students:	Min: 10	Max: 30
Fee:	\$25 (free if covered under command grant)	
Grant fee:	\$1,000/Class	

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**7171      EMERGENCY RESPONSE TO TERRORISM:  
TACTICAL CONSIDERATIONS-HAZARDOUS  
MATERIALS**

This NFA course is designed for hazardous materials technicians first on the scene or persons who have the responsibilities of developing initial hazardous materials tactical considerations. Students will be trained in security considerations, identifying signs of terrorism, anticipating unusual response circumstances, assessing information and initiating self-protection actions. They will apply their knowledge about responding to a terrorist event, managing site safety, documenting the event and debriefing personnel.

Prerequisite:	None	
Hours:	16	
Students:	Min: 10	Max: 30
Fee:	Call for Pricing	

## Inspection and Investigation Curriculum

### 2139 INTRODUCTION TO FIRE INSPECTION PRINCIPLES AND PRACTICES

This course replaces Conducting Basic Fire Prevention Inspections. It is designed for those with the primary job responsibility to conduct fire and life safety inspections. The course provides a broad framework for the individual who has little or no experience in fire inspections. It helps new inspectors understand the knowledge required and the various steps in the inspection process. Subjects include fire behavior, common fire hazards, building construction, fire protection systems and inspection practices and procedures.

Prerequisite:	None	
Hours:	24	
Students:	Min: 15	Max: 30
Fee:	\$25, in-state non-municipal \$288, out of state \$384	

### 3213 BASIC FIRE/ARSON INVESTIGATION

This course covers South Carolina law, fire behavior, building construction and fire investigation, point of origin, accidental and incendiary fire causes, motivation of the fire-setter, fire photography, fire scene sketching, scene investigation, wildland fires, fatal fires, legal aspects, interviewing and interrogation, evidence collection and preservation, forensic lab service, incendiary devices, electricity and electrical fires, RICO statutes and investigative field reports.

**Prerequisite:** Letter of endorsement from the organization head providing justification for the student to be included in the program and the benefits afforded the organization when the students completes the course. Included in the letter should be a description of job duties as they relate to the field of fire investigation. At least 3-5 years fire service experience or equivalent related training. Student should be familiar with NFPA 921 and NFPA 1033.

The SCFA registration form, letter of endorsement from the organization head and a student resume must be on file at least 30 days prior to the start of the course. Background/reference checks will be utilized to assist in determining student eligibility.

Hours:	80	
Students:	Min: 20	Max: 40
Fee:	Free; student must pay meals and dorm fees.	
Note:	On-campus delivery only	

**3224 ARSON DETECTION FOR FIRST RESPONDERS**

This NFA course provides definition of the role of initial responders and the knowledge enabling them to recognize an intentionally set fire, preserve evidence and properly report the information. Topics include: fire behavior; critical observations; fire causes; scene and evidence security; legal considerations; and reporting. It is for those inexperienced in arson detection and evidence preservation and is not for an arson-experienced firefighter or inspector.

**7311 - NFA direct delivery of this course**

Prerequisite: None  
 Hours: 16  
 Students: Min: 15 Max: 30  
 Fee: \$25

**3226 NFPA FIRE INSPECTOR I**

CFI I is a national certification program for fire inspectors. It is recognized in all 50 states and in several countries across the world and in accordance with nationally recognized standards as specified in NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plans Examiner. It involves a 40+ hour classroom session with a 4-hour written examination and a practical field inspection of various occupancies. Practical field inspections are conducted in the student's home fire district, accompanied by a member of the CFI I instructional team or an employee of the student's local fire department.

Prerequisite: None  
 Hours: 40  
 Students: Min: 10 Max: 25  
 Fee: \$400 instate (room and meals additional); \$475 - out-of-state  
 Course registration does not include the NFPA Standards (\$90) which can be purchased from the Fire Academy. Dorm rooms are available for \$15 per student based on double occupancy. Meals are not included.  
 Note: Registration for this course has a 30-day cut off. All registrations for this class must be received 30 days prior to start of course to allow time for books to be shipped and read.

*Students must visit the NFPA Web site, download the application form, complete it and submit with the SCFA registration form.*

*[www.nfpa.org/assets/files/pdf/CFI-Iapplication.pdf](http://www.nfpa.org/assets/files/pdf/CFI-Iapplication.pdf)*

*Students are responsible for bringing the correct editions of the NFPA codes and NFPA standards to class. The correct books and editions will be verified during registrations. See page 54 for the complete listing of all reference material.*

**IFSTA manuals are included in the cost of the course and must be read before coming to class the first day of the course.**

**3228 NFPA PLANS EXAMINER I**

This 4-day class is designed to equip the student with the skills necessary to conduct a successful plan review of fire-related systems and components in accordance with nationally recognized standards as specified in NFPA 1031, *Standard for Professional Qualifications for Fire Inspector and Plans Examiner*. The class is designed to ensure a uniform, fair process in plans review, ensure proficiency in the use of codes and standards, facilitate success for those seeking certification, and promote professional development through continuous learning. There is a 4-hour written examination at the end of the class as well as a practical that includes five required plan reviews. Upon successful completion of the written and practical exams, the student will be given National Certification as a Certified Fire Plans Examiner I.

Prerequisite: None (NFPA Certified Fire Inspector I is recommended)

Hours: 28

Students: Min: 10 Max: 25

Fee: \$375 instate (room and meals additional); \$450 - out-of-state  
 Course registration does not include the NFPA Standards (\$90) which can be purchased from the Fire Academy. Dorm rooms are available for \$15 per student based on double occupancy. Meals are not included.

Note: Registration for this course has a 30-day cut off. All registrations for this class must be received 30 days prior to start of course to allow time for books to be shipped and read.

*Students must visit the NFPA Web site, download the application form, complete it and submit with the SCFA registration form.*

*[www.nfpa.org/assets/files/pdf/CFI-I-application.pdf](http://www.nfpa.org/assets/files/pdf/CFI-I-application.pdf)*

*Students are responsible for bringing the correct editions of the NFPA codes and NFPA standards to class. The correct books and editions will be verified during registrations.*

*See page 54 for the complete listing of all reference material.*

**IFSTA manuals are included in the cost of the course and must be read before coming to class the first day of the course.**

**3229 NFPA CERTIFIED FIRE INSPECTOR II**

CFI 2 is an advanced national certification program for fire inspectors. It is recognized in all 50 states and in several countries across the world and in accordance with nationally recognized standards as specified in NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plans Examiner. It involves a 24-hour classroom session with a 4-hour written examination and a practicum phase of various properties. Practical field inspections are based on the requirements of Chapter 5 of NFPA 1031, 2003 edition and are conducted in the students home fire district.

Prerequisite: 3226, NFPA Certified Fire Inspector I

Hours: 28

Students: Min: 10 Max: 25

Fee: \$375 instate (room and meals additional); \$450 - out-of-state  
Course registration does not include the NFPA Standards (\$90) which can be purchased from the Fire Academy. Dorm rooms are available for \$15 per student based on double occupancy. Meals are not included.

Note: Registration for this course has a 30-day cut off. All registrations for this class must be received 30 days prior to start of course to allow time for books to be shipped and read.

*Students must visit the NFPA Web site, download the application form, complete it and submit with the SCFA registration form.*

*[www.nfpa.org/assets/files/pdf/CFI-application.pdf](http://www.nfpa.org/assets/files/pdf/CFI-application.pdf)*

*Students are responsible for bringing the correct editions of the NFPA codes and NFPA standards to class. The correct books and editions will be verified during registrations. See page 54 for the complete listing of all reference material.*

**IFSTA manuals are included in the cost of the course and must be read before coming to class the first day of the course.**



**8507 FIRE MARSHAL CERTIFICATION**

This advanced course is designed to teach the student the needed skills of fire inspection utilizing the 2006 International Building and Fire Codes, State Statutes, Fire Marshal Regulations, NFPA 13,25,30,30A, 72 and 96 and the 6th Edition of the IFSTA Inspection Manual and Study Guide. In addition, the course has been revised to incorporate the provisions of *NFPA 1031, Professional Qualifications for Fire Inspector and Plans Examiner*.

Practical exercises may be a part of this course and may be outside the classroom. IFSTA manual and study guide are included in the cost of the course, which must be read prior to coming to class the first day.

Prerequisite: 2139, *Introduction of Fire Inspection Principles and Practices*

Hours: 40

Fee: \$150 (Course registration does not include dorm room or meals)

Students: Min: 10 Max: 50

Note: Registration for this course has a 30 day-cut off; all registrations must be received 30 days prior to start of course to allow time for books to be shipped and read. **Books are not provided as part of this course. All books are the responsibility of the student. State Fire Marshal Regulations and State Statutes are provided in the student workbook. Students are responsible for bringing the correct editions of the building codes and NFPA standards to class. The correct books and editions of required books will be verified during registration. See page 53 for the complete listing of all reference materials.**

**8510 SOUTH CAROLINA FIRE INCIDENT REPORTING SYSTEM TRAIN-THE-TRAINER**

This one-day class is designed to give the necessary skills needed to download, install and train the fire department on how to correctly complete incident reports using the Federal Incident Reporting Tool. Upon completion of this class, the student will have the tools necessary to install the free Federal Incident Reporting Tool software and train the fire department to complete and submit incident reports to the State Fire Marshal's Office. Submission of incident reports to the State Fire Marshal's Office qualifies a fire department as a participant in the SCFIRS and the NFIRS programs, as required through the Assistance to Firefighters Grant program.

Prerequisite: none

Hours: 8

Fee: none

Students: Min: 10 Max: 14

## 8511 SOUTH CAROLINA FIRE INCIDENT REPORTING SYSTEM DATA ANALYSIS

This class is a highly intensive class designed to instruct firefighters on creating queries using pivot tables for real-time extraction of interactive data. This course is designed for experienced NFIRS users who need enhanced fire incident analysis and reporting skills. This is not an introductory level course. Exclusive use of the computer classroom provides an environment where students receive step-by-step instruction in Excel, pivot table preparation, querying the NFIRS database and publishing pivot tables and charts on the web.

Prerequisite:	none	
Hours:	8	
Fee:	none	
Students:	Min: 10	Max: 14

## Fire Marshal Certification Books

### State Fire Marshal Course (8507)

The following NFPA Standards are required for the course but will not be provided. They are the responsibility of the student to bring to class. They can be ordered from the NFPA by calling: 800-344-3555 or by visiting [www.nfpa.org](http://www.nfpa.org).

NFPA 13, 2007 Edition

NFPA 25, 2002 Edition

NFPA 30, 2003 Edition

NFPA 30a, 2003 Edition

NFPA 72, 2002 Edition

NFPA 96, 2004 Edition

Students must also provide their own copies of the 2006 Edition of the International Building Code and International Fire Code. No other edition will be permitted. They can be purchased through the ICC by calling 800-786-4452 or 864-281-1006. The web site is <http://www.iccsafe.org>

Students will be provided a copy of the 6<sup>th</sup> Edition of the IFSTA Fire Inspection Manual and Study Guide prior to class so they can read prior to the first day of class.

**CERTIFIED FIRE INSPECTOR I (3226)**

The NFPA Standards listed below are required for the CFI I course. Students may bring their own copies or purchase them through the Fire Academy. The cost will be \$90 for the required reference set. If you bring your own copies, be sure the edition is the same as listed.

Code set one

NFPA 1, 2003 Edition

NFPA 13, 2002 Edition

NFPA 25, 2002 Edition

NFPA 72, 2002 Edition

NFPA 101, 2003 Edition

Students will be provided a copy of the 6<sup>th</sup> Edition of the IFSTA Fire Inspection Manual and Study Guide prior to class so they can read prior to the first day of class.

**CERTIFIED FIRE INSPECTOR II (3229)**

The student may bring his/her own or purchase through the Fire Academy the required reference sets for this course. The first reference set is the same as the one required for NFPA Certified Fire Inspector I. If you do not have this set, the cost is \$90 through the Fire Academy. The second required reference set is available for \$40 through the Fire Academy. The student will be provided a copy of the 6<sup>th</sup> Edition of the IFSTA Fire Inspection Manual and Study Guide if records indicate they did not attend the NFPA Fire Inspector I course through the Fire Academy.

Code set two

NFPA 24, 2002 Edition

NFPA 220, 1999 Edition

**CERTIFIED FIRE PLANS EXAMINER I (3228)**

The NFPA Standards and other book listed below are required for this course. Students may bring their own copies of NFPA Standards or purchase them through the Fire Academy. The cost will be \$65 for reference set. If you bring your own copies, be sure the edition is the same as listed.

NFPA 1, 2003 Edition

NFPA 101, 2003 Edition

*Print Reading for Architecture and Construction Technology, 2nd edition.* Available at: Delmar Publishing, Inc. Web site: [www.delmarlearning.com](http://www.delmarlearning.com). Author: David Madsen; Alan Jefferies. Direct web page: [www.delmarlearning.com/browse\\_product\\_detail.aspx?catid=13497&isbn=1401851673&catIID^cat2ID=BP](http://www.delmarlearning.com/browse_product_detail.aspx?catid=13497&isbn=1401851673&catIID^cat2ID=BP)

Students will be provided a copy of the 6<sup>th</sup> Edition of the IFSTA Fire Inspection Manual and Study Guide prior to class so they can read prior to the first day of class.

## Aircraft Rescue Firefighting Curriculum

### 3400 BASIC AIRCRAFT RESCUE FIREFIGHTING

This course provides skills necessary to perform aircraft rescue firefighting duties. Classroom presentations include FAA rules and regulations, aircraft and airport familiarization, fire behavior, ARFF apparatus, PPE, rescue and firefighting procedures, hazardous materials, incident command and airfield communications. Practical sessions include forcible entry and disentanglement, live fire truck operations, live wheel/brake, engine, galley and cabin fires, flammable liquids foam firefighting and three-dimensional fires.

**NOTE:** This course meets the NFPA 1003, Airport Firefighter Professional Qualifications, 2005 edition. The course also meets FAR 139 refresher burn requirements. Upon successful completion of the written and practical examinations, students will be certified and receive an IFSAC certificate.

Prerequisite: 1121, 1131, 2722, 1136, 3330 or NFPA Firefighter 11

Hours: 48

Students: Min: 10 Max: 25

Fee: \$809 in-state-non federal departments  
\$932 out-of-state and federal departments  
\$1,282 out-of-country.

Fee includes: five nights dorm double occupancy, five breakfasts and six lunches Monday through Saturday.

Note: On-campus delivery only

### 3402 MUNICIPAL APPROACH TO AIRCRAFT RESCUE FIREFIGHTING

This is a basic course covering aspects of municipal department response to an aircraft incident or accident. The topics are: tactics and strategies, interior operations, engine, wheel, brake and engine fires, rescue procedures, practical search, aircraft familiarization, analyzing major airplanes crashes and aircraft fire scenarios.

Prerequisite: 1121 or 1152 or Firefighter I or equivalent. Provide documentation.

Hours: 16

Students: Min: 10 Max: 18

Fee: \$25 instate non-federal departments, \$225 out-of-state, \$250 military

Note: Off-site delivery at Fire Academy approved locations

**3405 FARI39 REFRESHER: WHEEL, ENGINE AND INTERIOR FIRES**

This course is practical firefighting refresher training using Specialized Aircraft Fire Trainer. The course covers engine, wheel, galley and cabin fires. It also covers handline deployment, agent application techniques, aircraft entry, ladders, ventilation, search and rescue. Students will rotate through each fire type and then be assigned to teams to respond to simulated aircraft incidents.

Prerequisite: 1121 or Firefighter I or equivalent. Must provide documentation of training with registration.

Hours: 4

Students: Call for course availability.

Fee: \$50 in-state non-federal departments, \$150 out-of-state and military

Note: On-campus delivery only

**3406 FAR 139 - TRUCK OPERATION PIT FIRES**

This course is practical firefighting refresher training using the Fuel Spill Burn Area prop with a full-scale 737 mock-up with propane burn areas. Students will practice approaches and agent application techniques using ARFF apparatus turrets. This course will include up to nine pit fires and can be small, medium or large.



Course objectives can be tailored to specific customer needs.

Prerequisite: 1121 or 1152 or Firefighter I or equivalent. Must provide documentation of training with registration.

Hours: 4

Students: Call for course availability

Fee: \$300 in-state, \$330 out-of-state and military

Note: On-campus delivery only

**3409 ARFF - FLAMMABLE LIQUID FIREFIGHTING**

This program provides information on the fire behavior of flammable liquids and the appropriate fire-extinguishing agents. The classroom session will review dry chemicals, foam types, application techniques, application rates, aircraft firefighting and tank farm fires. The practical session will include up to five live flammable liquid fire evolutions.

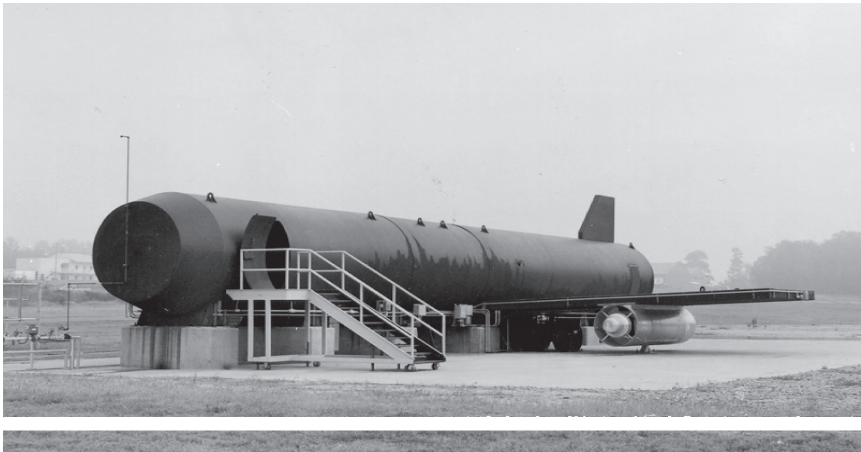
Prerequisite: 1121 or 1152

Hours: 4

Students: Min: 15 Max: 25

Fee: \$210 - in-state, \$275 non-municipal and DOD, \$350 out-of-state

Note: On-campus delivery only



## Instructor Curriculum

### 4165 FIRE AND LIFE SAFETY EDUCATOR I

This program describes the role of today's educator and provides direction for planning fire and life safety education programs. This course also provides the student with information on what motivates people to learn and how people learn differently. Successful completion of the practical evaluation and written exam will result in the student receiving IFSAC certification for NFPA 1035, Fire and Life Safety Educator I.

Prerequisites: none

Hours: 32

Students: Min: 12 Max: 16

Fee: \$55 In-state on campus, non-fire service, \$156, out-of-state, \$512 (meals and dorms are additional)

Note: The student manual and an informational letter with reading assignments will be mailed to registered students three weeks prior to the class starting.

### 4171 FIRE INSTRUCTOR I

This program covers speech, psychology of learning, planning instruction, teaching techniques, presenting instruction, audiovisual materials and methods, testing and evaluation. Successful completion of the course practical and written exam will certify students to the NFPA 1041 - Level I in accordance with NFPA - Fire Instructor Professional Qualifications as accredited through the International Fire Service Accreditation Congress.

Prerequisites: 18 years of age

Hours: 40

Students: Min: 10 Max: 16

Fee: \$5, dorms and meals are extra for on-site delivery



**4172 FIRE INSTRUCTOR II**

This program covers curriculum development, test writing and evaluation instruments. The student will follow a development process while writing lesson plans, developing audiovisual support along with the development of student testing methods. The course will also address the administrative duties and the supervision and management of training instructors. Successful completion of the written and practical exams will certify the student to the NFPA 1041 Fire Service Instructor, level II in accordance with NFPA 1041, Standard for Instructor Professional Qualifications and accredited through the International Fire Service Accrediation Congress. In-class and out-of-class work will be required and the completion of a final project submitted after the class ends. Students must have a laptop computer with Microsoft Word and PowerPoint. The S.C. Fire Academy does not provide computer support to non-agency computers.

Prerequisites: NFPA Fire Instructor I  
 Hours: 40  
 Students: Min: 10 Max: 20  
 Fee: \$5, dorms and meals are extra for on-site delivery

**4174 FIRE ACADEMY INSTRUCTOR ORIENTATION PROGRAM**

This program will allow students who have successfully completed the Fire Instructor I program (4171) to become eligible to become South Carolina Fire Academy instructors. Course topics will include policies and procedures of the Instructor Certification Policy (AP-010), Fire Academy forms and assisting evaluator skills techniques.

Prerequisites: 4171, 21 years of age, 3 years of fire service experience,  
**The following must be sent in with the registration form to be accepted into the program:**

- High School diploma or GED, and
- Current First Aid and CPR cards, and
- Letter of endorsement from the chief or agency head.

Hours: 4  
 Students: Min: 6 Max: 16  
 Fee: none, dorms and meals are extra for on-site delivery



**4175 LEAD EVALUATOR TRAINING**

This course is designed for Fire Academy Instructors who are currently designated as evaluators in a certain teaching code who wish to become lead evaluators. Content will include the duties and responsibilities of a lead evaluator. Special Note: Instructors who wish to register for this program must have at least one specialty classification and have superior practical skills knowledge in this area. Instructor must have mastered the subject matter of the course to be evaluated and have served as an assisting evaluator.

Prerequisites: Recommended by Fire Academy management and/or regional coordinator. Recommendation must be attached to the registration form.

Hours: 4

Students: Min.: 8 Max.: 20

Fee: none

**Instructor Orientation Workshops - IOW**

**Special Note**

The change in the Instructor Certification and Curriculum area **does not** affect Instructors currently under the Instructor Certification Program. The changes will only affect NEW Instructors into the system. The only effect to an Instructor currently certified under the system will be that the new prerequisites will need to be obtained prior to the IOW.

**Instructor Training Course (4171)**

Effective on July 1, 2006, the Fire Instructor I Program changed to a certification course only. During the past 3 years a large percentage of students have been taking this course for promotional reasons only. Therefore, beginning on this date all South Carolina Fire Academy (SCFA) policies and procedures are removed and prerequisites have been changed for this program. The new prerequisite will be 18 years of age and the normal registration process.

**Instructor Orientation Program (4174)**

In order to become a South Carolina Fire Academy instructor the following prerequisites are required:

- 1) 21 years of age
- 2) High School Diploma / GED or Higher
- 3) Current First Aid or Higher & CPR Cards
- 4) 3 or more years fire service experience
- 5) Successful completion of the Instructor Orientation Program (4174)
- 6) Letter of endorsement from chief or agency head of department

Note: Per Instructor Certification Policy (AP-10) Rev. 5 - Any instructor who has not taught



a course or been in the Instructor Certification Program within three years of their Fire Instructor I course will be required to successfully complete a teaching evaluation as set-up through the Instructor Certification Coordinator. The Instructor Candidate in this situation will be required to meet the above criteria.

### **Course Prerequisites and Apprenticeships**

To attend an Instructor Orientation Workshop (IOW), the following is needed:

- 1) Successful completion as a student in the course desired
- 2) Any other needed prerequisite
- 3) Successful completion of the Instructor Orientation Program, if needed.
- 4) Successful completion of any applicable IOW written tests

Note: Appendix A of this document notes all prerequisites and apprenticeships for courses offered by the South Carolina Fire Academy under the specialty classification area.

### **IOW Course Test Procedures**

The following procedure will be in place for IOW testing:

1) During the six-month catalog insert, students desiring to enroll in an IOW will be required to contact their respective SCFA regional office to schedule an IOW test. This test can take place at anytime up to 20 days prior to the scheduled IOW.

2) On the testing day, the student must have the following items upon testing at the regional office:

- a) Completed SCFA registration form with approved signatures
- b) Proper Picture ID

3) At the Scheduled IOW testing, the regional coordinator will:

- a) Administer the IOW written test
- b) Grade the IOW written test
- c) Forward passing results to SCFA - Columbia office for registration into the scheduled IOW program

Note: The standard SCFA 30 day retest policy will be in place for any scheduled IOW, however, if the initial IOW written test takes place within 30 days of a scheduled IOW, no retest will be allowed and the prospective instructor must wait to the next available IOW course offering.

During this testing procedure, only successful completion of IOW written test will be recorded for data entry. If IOW student attendance numbers are low, decisions to cancel the IOW will be made by the SCFA at the 14-day cutoff point.

# SC Fire Academy Instructor and IOW Prerequisites

## Appendix A

Effective July 1, 2006

Revised July 1, 2007

### **FIREFIGHTING CURRICULUM**

#### **1936 Flammable Liquids/Gas Firefighting**

Prerequisites: 1136 course and be 1152 Instructor

IOW Contents: Overview of SCFA Facilities, 4 hours, written test

Apprenticeship: One full program

#### **1937 Flammable/Combustible Liquid Firefighting**

Prerequisites: 1137 course and be 1152 Instructor

IOW Contents: Overview of SCFA Facilities, 4 hours, written test

Apprenticeship: One full program

#### **1938 Pressurized/Compressed Gas Firefighting**

Prerequisites: 1138 course and be 1152 Instructor

IOW Contents: Overview of SCFA Facilities, 4 hours, written test

Apprenticeship: One full program

#### **1940 Rapid Intervention Crew**

Prerequisites: 1140 course and be 1139 Instructor

IOW Contents: 4 hours, Review of course materials and skills, written and practical test

Apprenticeship: 1 full lecture module, 1 scenario

#### **1952 Fundamentals of Basic Interior Structural Firefighting**

Prerequisites: 1152 course

IOW Contents: 8 hours, Review of course materials and skills, written and practical test

Apprenticeship: 2 full lecture module and 3 practical skills

#### **1953 NFPA Firefighter I**

Prerequisites: 1153 course or Firefighter I and be 1152 Instructor

IOW Contents: 8 hours, Review of course materials and skills, written and practical test

Apprenticeship: 2 full lecture module and 3 practical skills

#### **1954 NFPA Firefighter II**

Prerequisites: 1154 course or FFII Certification and be 1153 Instructor

IOW Contents: 4 hours, Review of course materials and skills, written and practical test

Apprenticeship: 1 full lecture module and 1 practical skill

**1955 Rescuing the Rescuer**

Prerequisites: 1139 course and be 1153 Instructor

IOW Contents: 8 hours, Review of course materials and skills, written and practical test

Apprenticeship: 16 hours to include 1 full lecture module and 4 practical skills

**1960 Truck Company and Support Ops**

Prerequisites: 1160 course and be 1153 Instructor

IOW Contents: 4 hours, Review of course materials and skills, written test

Apprenticeship: 1 full lecture module

**8918 Positive Pressure Ventilation**

Prerequisites: 8118 course

IOW Contents: 3 hours, Review of course materials, written test

Apprenticeship: None

**DRIVER-OPERATOR CURRICULUM**

**1925 Fire Department Pumper Testing**

Prerequisites: 1225 course and be 1220 Instructor

IOW Contents: 8 hours, Review of course materials and skills, written test

Apprenticeship: 1 full lecture module and all practical skills

**1950 Basic Aerial Operations**

Prerequisites: 1250 course and be 1210 Instructor

IOW Contents: 4 hours, Review of course materials and skills, written test

Apprenticeship: 1 full lecture module and all practical skills

**1995 Pump Operations II**

Prerequisites: 1221 course and be 1210 and 1220 Instructor

IOW Contents: 8 hours, Review of course materials and skills, written and practical test

Apprenticeship: 1 full lecture module and all practical skills

**1997 Emergency Vehicle Driver Training**

Prerequisites: 1210 course

IOW Contents: 8 hours, Review of course materials, setup procedures and skills, written test

Apprenticeship: 1 full lecture module, 2 practical skills, and setup one skill station

**1998 Pump Operations I**

Prerequisites: 1220 course and be 1210 Instructor

IOW Contents: 16 hours, Review of course materials and skills, written test

Apprenticeship: 1 full lecture module, 1 practical skill and 1 friction loss classroom

**FIRE OFFICER CURRICULUM**

**2900 Fire Officer I**

Prerequisites: Fire Officer I Certification

IOW Contents: 8 hours, Review of course materials and activities, written test

Apprenticeship: 1 full lecture module and 2 class activities

**2913 Supervision: Personal Effectiveness**

Prerequisites: 2113 course

IOW Contents: 4 hours, Review of course materials and activities, written test

Apprenticeship: 1 full lecture module and 1 class activity

**2914 Supervision: Team Effectiveness**

Prerequisites: 2114 course

IOW Contents: 4 hours, Review of course materials and activities, written test

Apprenticeship: 1 full lecture module and 1 class activity

**2915 Introduction to Volunteer Emergency Services Management**

Prerequisites: 2117 course, or 2 of Leadership / Command IOWS

IOW Contents: 4 hours, Review of course materials, activities, written test

Apprenticeship: 1 full lecture module and 1 class activity

**2918 Preparation for Initial Company Operations**

Prerequisites: 2118 course and be 2147 Instructor

IOW Contents: 4 hours, Review of course materials and activities, written test

Apprenticeship: 1 full lecture module and 1 class activity

**2919 Strategies and Tactics for Initial Company Operations**

Prerequisites: 2119 course and be 2147 Instructor

IOW Contents: 4 hours, Review of course materials and activities, written test

Apprenticeship: 1 full lecture module and 1 class activity

**2928 FF Safety and Survival: The Company Officer's Responsibility**

Prerequisites: 2128 course

IOW Contents: 4 hours, Review of course materials and activities, written test

Apprenticeship: 1 full lecture module and 1 class activity

**2930 Principles of Building Construction: Non-combustible and Fire Resistive**

Prerequisites: 2130 course

IOW Contents: 4 hours, Review of course materials and activities, written test

Apprenticeship: 1 full lecture module and 1 class activity

**2932 Principles of Building Construction: Combustible**

Prerequisites: 2132 course

IOW Contents: 4 hours, Review of course materials and activities, written test

Apprenticeship: 1 full lecture module and 1 class activity

- 2944 Incident Command for High-Rise Operations**  
 Prerequisites: 2144 course and be 2147 Instructor  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity
- 2945 Incident Command for Structural Collapse Operations**  
 Prerequisites: 2145 course and be 2147 Instructor  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity
- 2947 NIMS - ICS for the Fire Service**  
 Prerequisites: 2147 course  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity
- 2948 Introduction to Unified Command**  
 Prerequisites: 2148 course and be 2147 Instructor  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity
- 2950 Incident Safety Officer**  
 Prerequisites: 2150 course  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity
- 2951 Health and Safety Officer**  
 Prerequisites: 2151 course  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity
- 2958 I-300 Intermediate ICS**  
 Prerequisites: 2153 course and 2147 Instructor  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity
- 2958 I-400 Advanced ICS**  
 Prerequisites: 2153 course and 2147 Instructor  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity
- 2971 Leadership I: Company Success**  
 Prerequisites: 2171 course  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity
- 2972 Leadership II: Personal Success**  
 Prerequisites: 2172 course  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity

**2973 Leadership III: Supervisory Success**

Prerequisites: 2173 course  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity

**2975 Managing in A Changing Environment**

Prerequisites: 2175 course  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity

**2976 Shaping the Future**

Prerequisites: 2176 course  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity

**HAZARDOUS MATERIALS CURRICULUM**

**2922 Haz-Materials: Operations**

Prerequisites: 2722 course and be 1152 Instructor  
 IOW Contents: 8 hours, Review of course materials, skills, written and practical test  
 Apprenticeship: 1 full lecture module and 2 practical skills

**2923 OSHA Haz-Mat Technician**

Prerequisites: 2723 course and be 2722 Instructor  
 IOW Contents: 16 hours, Review of course materials, skills, written and practical test  
 Apprenticeship: 6 hours lecture module (2 hours must come from R&I Section) 2 practical skills

**2936 Emergency Response to Chlorine Incidents**

Prerequisites: 2736 course and be 2723 Instructor  
 IOW Contents: 8 hours, Review of course materials, skills, written and practical test  
 Apprenticeship: 1 full lecture module and 1 practical skills

**2953 ERT: Basic Concepts**

Prerequisites: 2751 course and be 2722 Instructor  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity

**2955 NBC Terrorism Technician**

Prerequisites: 2755 course and be 2723 Instructor  
 IOW Contents: 4 hours, Review of course materials, activities, written test  
 Apprenticeship: 1 full lecture module and 1 class activity

**2957 Emergency Response to Terrorism: Co. Off. Tactical Considerations**

Prerequisites: 2757 and 2722 and 2751 Instructor

IOW Contents: 4 hours, Review of course materials, activities, written test

Apprenticeship: 1 full lecture module and 1 class activity

**INSPECTION AND INVESTIGATION CURRICULUM**

**3924 Arson Detection for First Responders**

Prerequisites: 3224 course and be 1152 Instructor

IOW Contents: 4 hours, Review of course materials, activities, written test

Apprenticeship: 1 full lecture module and 1 class activity

**RESCUE CURRICULUM**

**3910 Rope Rescue Operations**

Prerequisites: 3310 course

IOW Contents: 4 hours, Review of course materials, skills, written and practical test

Apprenticeship: 1 full lecture module and all practical skills

**3912 Trench Rescue I (TO BE DETERMINED)**

Prerequisites: 3312 course and be 3310 Instructor

IOW Contents:

Apprenticeship:

**3930 Basic Auto Extrication**

Prerequisites: 3330 course

IOW Contents: 4 hours, Review of course materials, skills, written and practical test

Apprenticeship: 1 full lecture module and 4 practical skills (2 hand tools / 2-hydraulic)

**3950 Water Rescue Operations (TO BE DETERMINED)**

Prerequisites: 3350 course and be 3310 Instructor

IOW Contents:

Apprenticeship:

**3962 US&R Building Collapse (TO BE DETERMINED)**

Prerequisites: 3362 course and be 3310 Instructor

IOW Contents:

Apprenticeship:

**3964 US&R Lifting & Rigging Heavy Objects (TO BE DETERMINED)**

Prerequisites: 3364 course and be 3310 and 3362 Instructor

IOW Contents:

Apprenticeship:



**3966 US&R Breaching/Breaking/Cutting & Burning (TO BE DETERMINED)**

Prerequisites: 3366 course and be 3310 and 3362 Instructor

IOW Contents:

Apprenticeship:

**3968 US&R Technical Search (TO BE DETERMINED)**

Prerequisites: 3368 course and be 3310 and 3362 Instructor

IOW Contents:

Apprenticeship:

**3990 Confined Space Entry Operations**

Prerequisites: 3390 and as 3310 Instructor

IOW Contents: 8 hours, Review of course materials, skills, written and practical test

Apprenticeship: 1 full lecture module & all practical skills

**3992 Confined Space Rescue I**

Prerequisites: 3392 course and be 3390 Instructor

IOW Contents: 4 hours, Review of course materials, skills, written and practical test

Apprenticeship: 1 full lecture module, and all practical skills

**INSTRUCTOR CURRICULUM**

**4965 Fire and Life Safety Educator**

Prerequisites: Verification of 3 years fire and life educator duties

IOW Contents: 6 hours, Review of course materials, and student evaluations, written test and demonstration of effective teaching evaluation

Apprenticeship: 1 full lecture modules and 1 practical skills evaluation

**4971 Fire Instructor I**

Prerequisites: Verification of 5 years instructional experience and SCFA approval

IOW Contents: 8 hours, Review of course materials, and student evaluations, written test and demonstration of effective teaching evaluation

Apprenticeship: 2 full lecture modules, and 2 practical skills evaluations

**4972 Fire Instructor II**

Prerequisites: Fire Instructor II Certification, Fire Instructor I Trainer & SCFA Approval

IOW Contents: 8 hours, Review of course materials, and student evaluations, written test and demonstration of effective teaching evaluation

Apprenticeship: 2 full lecture modules, and 2 practical skills evaluations

## Fire Service Professional Certification

In March 1993, the South Carolina Fire Academy was initially accredited in five separate occupational certification areas for municipal fire service personnel by the International Fire Service Accreditation Congress (IFSAC). Current certification levels include:

- NFPA 472 - Hazardous Materials Operations
- NFPA 1001 - Firefighter I
- NFPA 1001 - Firefighter II
- NFPA 1002 - Driver / Operator - Pumper
- NFPA 1002 - Driver / Operator - ARFF
- NFPA 1002 - Driver / Operator - Aerial
- NFPA 1002 - Driver Operator - Mobile Water Supply
- NFPA 1003 - Airport Firefighter
- NFPA 1021 - Fire Officer I
- NFPA 1031 - Fire Inspector I
- NFPA 1035 - Fire and Life Safety Educator I
- NFPA 1035 - Juvenile Fire Setter Intervention Specialist I
- NFPA 1041 - Instructor I
- NFPA 1041 - Instructor II

Membership in IFSAC currently consists of more than 80 organizations, including more than 35 states, the U.S. Department of Defense and armed forces branches, the Canadian Department of Defense, several Canadian provinces, the British Fire College, the South African Fire Service Institute and the Australian Fire Trainers Association. South Carolina is one of only three states not grandfathered into the system. Reciprocity is available for IFSAC or NPQS certificates issued by other accredited entities.

The practical and written portions of certification exams are administered in connection with Fire Academy training programs that are accredited.

Separate written certification testing is offered throughout the state during the year. **Due to the need for verification of prerequisite courses, pre-registration is required, and walk-in registration will not be allowed for written certification exams.** Certification is offered to eligible South Carolina public fire service members at no cost.

The Fire Academy is proud that its certification system has been accredited by an international group of fire service professionals. This accreditation guarantees that training and certification testing conducted by the Fire Academy has met national standards, and the services Fire Academy students receive meet the highest caliber and represent current training requirements.

## To Register For A Written Certification Exam

To register for a certification exam:

1. Complete a Fire Academy registration form.
2. Indicate on the form which exam you wish to take by listing the course code, section # and title.
3. Include copies of required support documents, such as CPR, First Aid and/or copies of equivalency certificates (such as a copy of your equivalency letter for Hazardous Material Ops-level training if required).

**Note: Copies of your South Carolina Fire Academy pocket cards or certificates do not need to be mailed with your preregistration.**

## Preparing for Written Certification Exams

The written exam for each certification level contains 50 to 100 multiple choice questions. One hour per 50 questions is allotted for each exam. A minimum score of 70 percent is required for successful completion. Students scoring less than 70 percent will be eligible to apply for retesting after 30 days from the test date.

Each certification exam is based entirely and solely on the NFPA standard for that level. For example, to prepare for the Firefighter I exam, candidates should review the NFPA 1001 - Level I standard. For further reference and to obtain more content information, review the Fire Academy student manuals. Students should also carefully review IFSTA manuals related to the certification level. This includes the IFSTA Essentials of Firefighting - 4th edition. A certification test may reference more than one manual, and students should again refer to the standard for the specific information that will be tested.

For the Instructor I exam, the NFPA 1041 - Level I standard identifies the objectives to be tested. The IFSTA Instructor Manual is a good reference for preparation. Fire Officer I exams reference the NFPA 1021 - Level I standard. The IFSTA Company Officer Manual and the ICS manual are excellent sources for study. In addition, several NFA courses address parts of the standard, although no one course is fully comprehensive. NFPA 1002 - Driver/Operator - Pumper, Chapters 4 and 5, identify the objectives that the Apparatus Driver-Operator - Pumper exam will cover. The Fire Academy courses on Emergency Vehicle Driver Training and Pump Operations I and II address most of these objectives. The IFSTA Fire Department Pumping Apparatus Manual and Water Supplies Manual are also good study references.



Since the philosophy of a certification exam is to measure the overall knowledge of a student within a specific occupational area as well as the depth of that knowledge, students should fully prepare for the examination. Many test questions will be quite specific and detailed to a particular skill or task. There are a number of test preparation texts and programs that are available, and while these are neither required nor endorsed, they would help a student to identify strengths and weaknesses and to further prepare for the examination process.

## Sample Questions

### **FIREFIGHTER I**

1. The impact force of suddenly stopping the movement of water in a hose line is called:
  - a. static energy absorption
  - b. water hammer
  - c. flow pressure
  - d. residual pressure
2. Heat generated through the process of rapid oxidation is known as:
  - a. heat of solution
  - b. heat of decomposition
  - c. heat of combustion
  - d. spontaneous heating

### **FIREFIGHTER II**

1. A room is 20x50 feet, 10 feet high. Assuming full involvement, how much water would theoretically be needed to extinguish the fire?
  - a. 100 GPM
  - b. 300 GPM
  - c. 500 GPM
  - d. 1000 GPM
2. The control valve for a sprinkler system may be located at the system or outside the building. The valve should always be a/an:
  - a. check valve
  - b. indicating type valve
  - c. non-indicating type valve
  - d. quarter-turn valve

### **INSTRUCTOR I**

1. Preparation, presentation, application and evaluation are four steps in the:
  - a. Learning process
  - b. Teaching process
  - c. Evaluation process
  - d. Communication theory

2. The best way for an instructor to overcome the distractions of outdoor training activities and achieve control is through:
  - a. encouraging the students to express themselves
  - b. proper preparation
  - c. repetition
  - d. student involvement

**DRIVER/OPERATOR**

1. While they are no longer used as a main supply pump, \_\_\_\_\_ pumps are commonly used as priming pumps.
  - a. centrifugal
  - b. piston
  - c. rotary gear
  - d. pressure
2. The friction loss in 200 feet of 2 1/2-inch fire hose, with a flow of 90 gpm, is nearly:
  - a. 1.62 psi
  - b. 2.07 psi
  - c. 4.14 psi
  - d. 8.28 psi

**HAZARDOUS MATERIALS OPERATIONS**

1. The primary hazard of a DOT Hazard Class 7 material is:
  - a. radiation
  - b. spontaneously combustible
  - c. oxidation
  - d. poison
2. The NFPA 704 System indicates a:
  - a. relative risk
  - b. product's chemical name
  - c. four-digit number
  - d. number used to look up the name of the product

## Preparing for a Practical Certification Exam

Practical certification exams are conducted at the conclusion of certain courses. The Firefighter I Practical Certification Exam is conducted at the conclusion of course *1153 - NFPA Firefighter I*. The Firefighter II Practical Certification Exam is conducted at the conclusion of course *1154 - NFPA Firefighter II*; the 1002 - Driver/Operator -Pumper practical exams are given at the conclusion of courses *1220 - Pump Operations I*, *1221 - Pump Operations II* and course *1210 - Emergency Vehicle Driver Training*; the practical exam for Instructor I is conducted at the end of course *4171 - Fire Instructor I*.

Based on this evaluation method, these courses are prerequisites to completing the written certification examination. Students who are successful in the course should be well prepared to take the practical skills exam. However, since the practical skills examinations contain several objectives, which they may be asked to perform, students should be prepared to perform all of the manipulative or practical objectives listed in the NFPA standard for that certification level. All practical skills tests are graded on a pass/fail system with a passing score required for successful completion of the certification exam. Passing means that the student performed the skill correctly, while failing means that the student performed the skill unsafely or to the point of being ineffective. Each student will be given two attempts to perform each required skill during the same test session. Should the student not receive a pass rating on the initial attempt, he/she will be eligible for an immediate second attempt. Students will be retested only on the skill that was not performed satisfactorily after two attempts. One retest opportunity is allowed for students failing to meet the minimum score for a practical skills exam. Any student failing to complete the second attempt will be required to retest the failed skill at a later date. The student must wait at least 30 days before retesting. Failing the retest means that the student must retake the training program before being eligible for retesting again.

## Appeals Policy

It is the policy of the South Carolina Fire Academy to make testing and certifying services available to all of its constituents without regard to race, sex, religion or ethnic origin.

The Fire Academy has developed an Appeals Policy to ensure participants are provided an orderly and systematic means whereby they may present and seek answers to appeals concerning our testing and/or certification procedures without fear of restraint, coercion or reprisal. Students are eligible to initiate action in this process based on certain conditions. Copies of appeals process in AP-II are available upon request.

## Challenge Examination Prerequisites

The table below illustrates the certification examinations, prerequisite certifications and prerequisite courses and equivalencies (where applicable) for the four occupational certification levels currently offered by the Fire Academy. **Participants must show their Certification Confirmation form and a picture ID to be admitted to the exam site.**

<i>Certification Exam Title</i>	<i>Prior Certification Requirement</i>	<i>Course Prerequisites</i>
Apparatus Driver-Operator/Pump Course 4503	IFSAC or NPQS Firefighter I Certification	<ol style="list-style-type: none"> <li>1. 1210 - EVDT</li> <li>2. 1220 - Pumper Operations I</li> <li>3. 1221 - Pumper Operations II</li> </ol> EVDT Skill 4.7 (Local Area Test Form) Must accompany registration for examination
Instructor I Course 4500	None	<ol style="list-style-type: none"> <li>1. 4161 - Fire Instructor I</li> </ol>
Hazardous Materials Operations Course 4506	None	<ol style="list-style-type: none"> <li>1. 1136 - Flammable Liquids</li> <li>2. 2722 - Hazmat Operations</li> </ol>
Driver/Operator - Aerial Course 4515	IFSAC or NPQS Firefighter I Certification	<ol style="list-style-type: none"> <li>1. 1210 - EVDT</li> <li>2. 1250 - Aerial Operations</li> </ol> EVDT Skill 4.7 (Local Area Test Form) Must accompany registration for examination

## Regional Office Addresses

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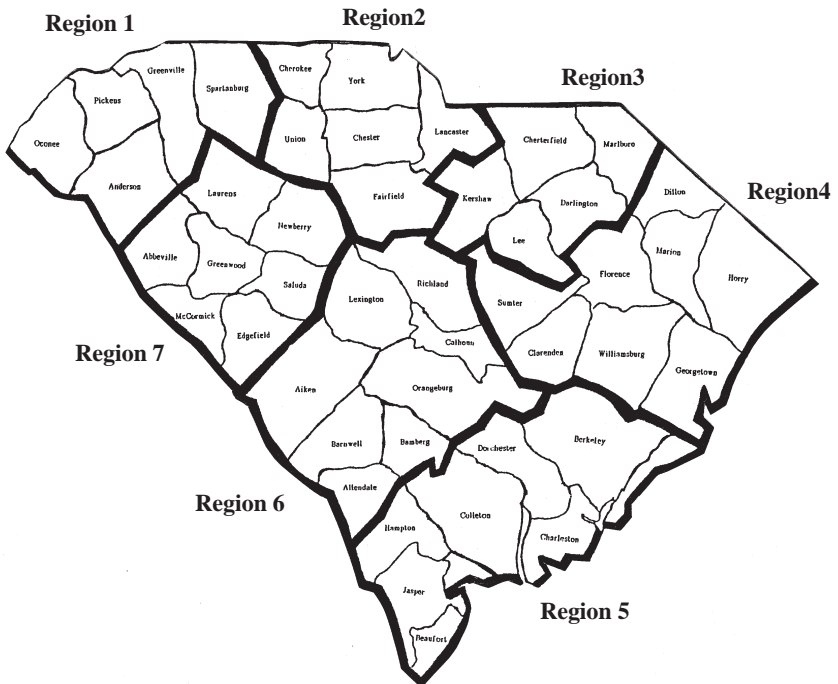
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## Fire Academy Staff

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