



General Order Number: 04-01	Effective Date: January 2010
Division: Education and Training	
Chapter: Required Training to Maintain Operational Status	
By Order of the Fire Chief: Marc S. Bashoor	Revision Date: N/A

POLICY

This General Order shall outline the training that the Prince George's County Fire/EMS Department requires in order to maintain operational status.

DEFINITIONS

Annual/Refresher Training –to include CPR/AED, EMT-Refresher, and Hazardous Materials Operations, SCBA Fit test, etc. required at regular intervals. These intervals vary depending on the respective certification. These training sessions can be used for re-certification purposes and are mandatory to maintain operational status.

Course Completion– accomplished when the employee/member has successfully completed the course requirements for a specific course of instruction.

Professional Certification in the Fire Service – professional qualification standards define the career paths available to fire service personnel and the professional requirement for both career and volunteer members at each level clearly and concisely. Certification will be obtained with the Maryland Fire Service Personnel Qualifications Board (MFSPQB) and/or the National Board on Fire Service Professional Qualifications System (NBFSPQS), and/or the International Fire Service Accreditation Congress (IFSAC).

Company/Station Drill – drills conducted by personnel at the station level for skills enhancement and/or additional knowledge. These drills are typically not used for certification purposes.

Fire/EMS Training Academy (FETA) –the official training facility for the Prince Georges County Fire/EMS Department.

Maryland Fire & Rescue Institute (MFRI) – the State's comprehensive training and education system for emergency services.

Maryland Institute for Emergency Medical Services Systems (MIEMSS) - oversees and coordinates all components of the statewide EMS system in accordance with Maryland statute and regulation. This includes planning, operations, evaluation, and research.

Office of Human Resources Management (OHRM) Training & Career Development– provides Prince George's County employee/members with a training program that will be competency-based and professionally-focused. Civilian, sworn, and volunteer personnel are eligible to attend these courses.



Training Standards – guides all training sessions and define what the content/objectives of a course will entail.

PROCEDURES / RESPONSIBILITIES

1. Required Training

Listed below are the continuing education and/or training hours to maintain operational status within the Fire/EMS Prince George's County Department.

CPR for the Healthcare Professional / Professional Rescuer with AED Training –An operational member of the Fire/EMS Department must maintain a valid Professional level CPR with AED certification.

- **Emergency Medical Technician (EMT) – Basic** – A 24-hour refresher class must be completed every 3 years to maintain the EMT-Basic certification. The EMT-Basic must also maintain a Healthcare Professional level CPR with AED certification.
- **First Responder** (personnel that have been members prior to September 20, 1994 and have completed First Responder), Must complete A 15 hour refresher class every 3 years to maintain the First Responder certification. The First Responder must also maintain a Healthcare Professional level CPR with AED certification.
- **FIT Testing & SCBA Training** – The Fire/EMS Department tests each person once per fiscal year in each mask type they are required /maybe required to wear in the performance of their duties. OSHA 29 CFR 1910.134 states this is an annual testing and training program that all operational members must maintain. Fire/EMS sworn and volunteer personnel must maintain both SCBA & N-99 FIT Testing. Volunteer EMS only personnel must only maintain N-99 FIT Testing. Certain civilian employee/member/members must maintain their N-99, SCBA and other mask certifications.
- **Emergency Medical Technician (EMT) – Intermediate/Paramedic** – Must maintain the certification for National Registry Paramedic. To recertify as a National Registry Paramedic, the EMT-Paramedic must complete/recertify a National Standard EMT Paramedic Refresher Course, a Professional level CPR with AED certification, an ACLS certification, an additional 24 hours of EMS related continuing education and an EMT-Paramedic Skill Competency.
- **Infection Control / Blood borne Pathogens Program** – OSHA 29 CFR 1910.1030 states this course has an annual refresher requirement that must be completed by all operational personnel.
- **Bomb Squad Members** – required to complete 16 hours of monthly training, 40 hours of additional annual training and a recertification class every three years
- **Emergency Vehicles Operators Course (EVOC)**- This class has an annual 4 hour refresher.
- **Fire Investigator** – required to qualify with their firearm annually and must maintain their Criminal Justice Information Certification (two year certification).
- **Hazardous Materials Awareness** – OSHA 29 CFR 1910.120 states this course has an annual refresher (4 hours) that must be completed by all operational personnel at the awareness level.



- **Hazardous Materials Operations** – OSHA 29 CFR 1910.120 states this course has an annual refresher (8 hours) that must be completed by all operational personnel at the operations level.
- **Hazardous Materials Technician** – OSHA 29 CFR 1910.120 states this course has an annual refresher (12 hours) that must be completed by all operational personnel at the technician level.
- **Hazardous Materials On-Scene Incident Commander** – OSHA 29 CFR 1910.120 states this course has an annual refresher that must be completed by all operational personnel trained at the Hazardous Materials incident command level.

2. Responsibilities

Personnel

It is the responsibility of the individual member (civilian, sworn, and volunteer) in the Prince George's County Fire/EMS Department to maintain all of their mandatory certifications/training. Failure to maintain all mandatory certifications/training may result in operational suspension.

Fire/EMS Training Academy

The Fire/EMS Training Academy will post training/recertification courses that are available to all members of the Fire/EMS Department at regular intervals throughout the year.

REFERENCES

N/A

FORMS / ATTACHMENTS

N/A