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Section One

Fire Training Course

Code Lists
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**Recommended 20-Hours for New Firefighters**

Recommended by the Commission on Fire Protection Personnel Standards and Education as the minimum standard of subjects and training hours a new fire department member should successfully complete prior to any emergency response activity.

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**Hour Totals:** 20
## Required Subject/Hours List for Kentucky Firefighter Certification

Required by the Commission on Fire Protection Personnel Standards and Education, for individuals not certified as of: 1/1/2014

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**IFSAC Firefighter 1**

**IFSAC Firefighter 2**

**IFSAC Hazardous Materials Awareness**

**IFSAC Hazardous Materials Operations**

**Electives** | 6 | 6 | 79 | 72 |

**Hour Totals** | 150 | 150 | 400 | 400 |
Subject/Hours List for Kentucky Industrial Firefighter

Approved by the Commission on Fire Protection Personnel Standards and Education, effective: 1/1/2014

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</tr>
<tr>
<td>R</td>
<td>Water Supply</td>
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<td>S</td>
<td>Fire Protection Systems (Alarms &amp; Sprinklers)</td>
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<tr>
<td>T0001</td>
<td>Hazardous Materials Awareness</td>
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<td>T0002</td>
<td>Hazardous Materials Operations</td>
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<td>U</td>
<td>Fire Prevention and Public Fire Education</td>
<td>3</td>
</tr>
<tr>
<td>V</td>
<td>Building Construction</td>
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<td>W</td>
<td>Aircraft Crash Firefighting</td>
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<td>X</td>
<td>Emergency and Disaster Planning</td>
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<tr>
<td>Y</td>
<td>Fire Investigation/ Cause &amp; Origin</td>
<td>3</td>
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<tr>
<td>Z</td>
<td>Pumper Operations and Maintenance</td>
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<td>CC</td>
<td>Drivers Training</td>
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<td>FC10000</td>
<td>Kentucky Firefighter Survival</td>
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<td>FC20000</td>
<td>Kentucky Firefighter Rescue</td>
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<td>FC30000</td>
<td>Kentucky Wildland Firefighting Awareness</td>
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<td>FC40000</td>
<td>Kentucky Flashover &amp; Recognition</td>
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Hour Totals: 150
## Location Codes

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<th>Code</th>
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<tr>
<td>A</td>
<td>In-House Training</td>
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<tr>
<td>B</td>
<td>Training Outside of Your FD (With Another FD)</td>
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<tr>
<td>C</td>
<td>Regional Training Center</td>
</tr>
<tr>
<td>D</td>
<td>Regional Fire School</td>
</tr>
<tr>
<td>E</td>
<td>State Fire School</td>
</tr>
<tr>
<td>G</td>
<td>National Fire Academy (On-Campus)</td>
</tr>
<tr>
<td>H</td>
<td>National Fire Academy (In-State)</td>
</tr>
<tr>
<td>J</td>
<td>KY Fire Commission/State Fire Rescue Training</td>
</tr>
<tr>
<td>Z</td>
<td>Reportable Training Outside of the Fire Service (Documentation must accompany this training)</td>
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## Agency Responsible for Conducting Training

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<thead>
<tr>
<th>Code</th>
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<tr>
<td>DEPT</td>
<td>Fire Department</td>
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<td>FC</td>
<td>Kentucky Fire Commission</td>
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<td>SFRT</td>
<td>State Fire Rescue Training</td>
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## Method of Instruction

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<td>CR</td>
<td>Classroom Training</td>
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<tr>
<td>HO</td>
<td>Hands-On Training</td>
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<tr>
<td>CH</td>
<td>Combination (Classroom and Hands-On Training)</td>
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<tr>
<td>OL</td>
<td>Online (This cannot be used for initial 150/400 hour certification and is limited to no more than 25% of annual required training)</td>
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Section Two

Descriptions for Fire Training Course Codes
The fire service has many unique management problems. It requires a distinct team spirit; it has a need for a strong disciplinary influence due to the need for concerted and instant reaction on the fire ground; it requires a high quality of leadership from its officers; it has a continuing training demand; it requires an extremely wide range of technical competence. The manner in which fire departments are organized is dependent upon the size of the department and the scope of its operations. Organizational plans are designed to illustrate or show the relationship of each operating division to the total organization. It is essential that each fire department have an organizational plan that reflects the current status of the department. Some departments find projected plans useful for budgetary and planning purposes. A good plan is essentially a blueprint of the organization. Each member should be aware of the organizational plan of the fire department.

Examples of topics for this category include, but are not limited to:

1. Mission of the fire service.
2. Fire department organizational principles and their descriptions.
3. Fire companies and their functions and duties.
4. Primary knowledge and skills needed by a firefighter to function effectively.
5. Typical duties of a Firefighter I and a Firefighter II.

Firefighter safety is essential for efficient and effective control, operations, and routine duties of a firefighter. It is imperative that firefighters be trained in safety procedures complying with NFPA and OSHA standards.

Examples of topics for this category include, but are not limited to:

1. Areas in which an employee assistance program can help.
2. Personal safety in the fire station.
3. Proper lifting techniques.
5. Emergency scene safety.
Category C - Communications Training
C0000 Communications Training
I-C0000 Communications Training - Instructor

Fire department communications include all the methods by which the dispatch center can notify
the proper firefighting forces and then relay information between those at the scene, between
superiors and firefighters, and between those at the scene and the communications center.

Examples of topics for this category include, but are not limited to:

1. Fire department telecommunications equipment.
2. Basic procedures for answering emergency calls.
3. Handling of business calls and reports of emergencies.
4. Methods of alerting fire department personnel.
5. Guidelines for proper two-way radio use and etiquette.

Category D - Fire Behavior Training
D0000 Fire Behavior Training
I-D0000 Fire Behavior Training - Instructor

Fire is a chemical reaction known as combustion. It is frequently defined as the rapid oxidation
of combustible material accompanied by a release of energy in the form of heat and light. Oxygen,
heat, fuel, and the chemical chain reaction create the fire tetrahedron. The removal of one or
more of the four sides will make the tetrahedron incomplete and result in extinguishment of the
fire. It is important that every firefighter be knowledgeable in fire behavior and the precautions
needed to be taken during suppression due to erratic fire behavior.

Examples of topics for this category include, but are not limited to:

1. Three methods of heat transfer.
2. Use of the fire tetrahedron to explain combustion.
3. Stages of compartment fire development.
4. Factors that affect fire development.
5. Flame-over/roll-over.

Category E - Portable Extinguishers Training
E0000 Portable Extinguishers Training
I-E0000 Portable Extinguishers Training - Instructor

Portable fire extinguishers are classified according to their intended use on the various classes of
fires. All portable extinguishers display a rating which indicates the appropriate extinguisher to use
on a certain class of fire. The rating system is based on physical tests conducted by the
Underwriter’s Laboratories, Inc. and are designed to determine the extinguishing potential for each
size and type of extinguisher. Firefighters should know the capability of all extinguishers and the
proper methods in using the fire extinguishers used in their fire department.
Examples of topics for this category include, but are not limited to:

1. Types of portable fire extinguishers.
2. Portable fire extinguisher rating system.
3. Extinguisher symbol shapes and fire classification letters.
4. Factors for selecting the proper portable extinguisher.
5. Extinguishment of small fires with the proper portable fire extinguishers.

**Category F - Personal Protective Equipment Training**

**F0000** Personal Protective Equipment Training  
**I-F0000** Personal Protective Equipment Training - Instructor

The importance of utilization and care of turn-out clothing: Helmet, coat, pants, gloves, boots, and protective breathing apparatus is stressed in this category. Special attention should be devoted to protective breathing equipment. The lungs and respiratory tract are probably more vulnerable to injury than any other part of the body. The gases encountered in association with fires are, for the most part, dangerous in one way or another. It is a fundamental rule in firefighting that no one enter a building which is charged with smoke and gas unless the firefighter is equipped with self-contained breathing equipment. Failure to use this equipment may not only cause a rescue failure, but also may incapacitate the rescuer.

Examples of topics for this category include, but are not limited to:

1. Articles of protective clothing and equipment to their correct functions.
2. Facts about personal protective gear.
3. Don and doff articles of protective clothing/equipment.
4. Hazardous atmospheres that require the firefighter to wear SCBA.
5. Cleaning, sanitation, and inspection of an SCBA unit.

**Category G - Forcible Entry Training**

**G0000** Forcible Entry Training  
**I-G0000** Forcible Entry Training - Instructor

Although there are specific places through which firefighters usually force entrance into a building, a general knowledge of how buildings are constructed is also essential. It is important for firefighters to be familiar with the various trade terms in construction so that they can better judge both where and how to force entrance. Likewise, various tools and devices best suited for forcible entry procedure must be thoroughly understood by firefighters.

Examples of topics for this category include, but are not limited to:

1. Cutting, prying, pushing/pulling, and striking tools.
2. Correct methods for carrying forcible entry tools.
4. Swinging, sliding, revolving, and overhead doors.
5. Opening floors and walls.
Category H- Ventilation Training
H0000 Ventilation Training
I-H0000 Ventilation Training - Instructor

Ventilation, applied to firefighting, is the planned and systematic release and removal of heat, air, smoke, and toxic gases from a confined area and the replacement of these products of combustion with a supply of cooler fresh air. Proper ventilation cannot be accomplished haphazardly and one cannot rely solely upon knowledge gained from practical experience in actual fire situations since no two fires are alike.

Examples of topics for this category include, but are not limited to:

1. Ventilation for specific rescue, attack, fire control, and suppression operations.
2. Signs of potential backdraft.
3. Primary ventilation method used to prevent backdraft.
4. Special ventilation considerations associated with high-rise buildings.
5. Special ventilation considerations associated with windowless buildings and basements.

Category I- Ropes Training
I0000 Ropes Training
I-I0000 Ropes Training - Instructor

Rope training includes the various kinds of rope, equipment, and tying of basic knots and hitches most commonly used in the fire service. Rope is one of the most widely used tools used by firefighters. It may be used to escape in dangerous situations, to raise or lower objects, and to access or rescue victims. It is necessary that all firefighters are knowledgeable of knots and hitches used in the fire service to make operations on the fire scene more effective and efficient.

Examples of topics for this category include, but are not limited to:

1. Differences between life safety and utility rope and their applications.
2. Coil and uncoil rope.
3. Various knots and their primary applications.
4. Tie knots commonly used in the fire service.
5. Commonly used rope hardware for specific applications.

Category J- Ladders Training
J0000 Ladders Training
I-J0000 Ladders Training - Instructor

Ladders are essential in the performance of both major functions of firefighting: saving lives and protecting property. Fire service ladders are similar to any other ladder in shape, design, and purpose, but the way in which they are used requires them to be constructed under rigid specifications. Their use under adverse conditions further requires them to provide a margin of safety not usually expected of commercial ladders. NFPA 1931, provides recommended
specifications for fire department ground ladders. Fire service ground ladders, like fire hose, are considerably more than just a tool or appliance, since special training for individual skill and team performance is required for their efficient use at fires. Hand-operated ground ladders are relied upon by firefighters to gain access to areas, which cannot be reached by normal means.

Examples of topics for this category include, but are not limited to:

1. Parts of fire service ladders.
2. Types of fire service ground ladders.
3. Cleaning and inspecting a ladder.
4. Ladder safety rules.
5. Carrying of ladders using the various methods.

Category K - Fire Hose/Nozzles/Appliances Training
K0000 Fire Hose/Nozzles/Appliances Training
I-K0000 Fire Hose/Nozzles/Appliances Training - Instructor

Fire hose is classified by its size (diameter) and by material from which it is constructed. Present day fire hose is made of many materials, which may be susceptible to deterioration and wear, and it can be made in several grades and degrees of quality. It is important to remember that fire hose must withstand relatively high pressures, be able to transport water with a minimum loss of pressures, be sufficiently flexible to permit loading into a hose compartment without occupying excessive space.

Examples of topics for this category include, but are not limited to:

1. Selection of the proper nozzle and hose for given fire attack situations.
2. Identification of hose loads and finishes.
3. Handle charged attack lines.
4. Advantages and disadvantages associated with handling solid and fog streams.
5. Areas to check when maintaining and cleaning nozzles.

Category L - Foam Fire Streams Training
L0000 Foam Fire Streams Training
I-L0000 Foam Fire Streams Training - Instructor

This category focuses on training firefighters on when and how to use foam for fire suppression or using foam agents as a precautionary measure to prevent fires from occurring.

Examples of topics for this category include, but are not limited to:

1. Basic methods by which foam prevents or controls a hazard.
2. Classification of flammable liquids as hydrocarbon or polar solvent fuels.
3. Describe the components of foam production.
4. Classify foams by their expansion ratios.
5. Installation of an in-line foam eductor.
Category M- Fire Control Training

Several fire control and tactical operations may be employed at each fire incident, and several control and tactical operations may be carried out simultaneously during a fire ground operation. Every firefighter should be training to carry out all basic control and tactical functions under a controlled environment and in the classroom.

Examples of topics for this category include, but are not limited to:

1. Suppression of all classes of fires.
2. Distinguish among direct, indirect, and combination attacks.
3. Deploy and operate a master stream device.
4. Company tactics for fire control.
5. Fire control in confined spaces.

M0001 Structural Firefighting Training

This specialized category is intended for recording training hours related directly to suppression of structural fires.

Examples of topics for this sub-category include, but are not limited to:

1. Tactics related to offensive and defensive attacks.
2. Duties of an engine and/or ladder company at a structure fire.
3. Relationship between life safety and extinguishment.
4. Egress for firefighters during an offensive attack.
5. Assess survivability and structural stability based on the stages of fire growth.

M0002 Vehicle Firefighting Training

This specialized category is intended for recording training hours related directly to vehicle fires.

Examples of topics for this sub-category include, but are not limited to:

1. Selection of the appropriate size hoseline for a vehicle fire.
2. Different fuel sources found in various types of vehicles.
3. Specific dangers and risks associated with various types of vehicles, when involved in fire.
4. Procedures for attacking a vehicle fire.
5. Procedures for suppressing an engine or trunk compartment fire.
This specialized category is intended for recording hours related directly to flammable liquids.

Examples of topics for this sub-category include, but are not limited to:

1. Role of the agencies which regulate flammable liquids in the United States.
2. Relationship between heat, temperature, and boiling point as it relates to the storage of flammable liquids in a container.
3. Tactical process for managing emergencies involving flammable liquids.
4. Basic characteristics of common flammable liquids.
5. Demonstrate controlling an exterior Class B fire, during an NFPA 1403 compliant evolution.

This specialized category is intended for recording hours related directly to flammable gases.

Examples of topics for this sub-category include, but are not limited to:

1. Role of the agencies which regulate flammable gases in the United States.
2. Relationship between heat, temperature, and boiling point as it relates to the storage of propane in a closed container.
3. Tactical process for managing emergencies involving flammable gases.
4. Basic characteristics of common flammable gases.
5. Demonstrate controlling a flammable gas fire, during an NFPA 1403 compliant evolution.

This specialized category is intended for recording training hours related directly to suppression of structural fires.

Examples of topics for this sub-category include, but are not limited to:

1. Appropriate personal protective equipment for trash/rubbish fires.
2. Hazards associated with trash/rubbish fires.
3. Methods for controlling fires in a dumpster or container.
4. Selection of the appropriate size hoseline.
5. Consideration for any exposures close to a dumpster/container fire.
Category N- Loss Control Training

This new category combines into one; the previous categories of Salvage and Overhaul.

Salvage work in the fire service consists of those methods and operating procedures allied to firefighting which aid in reducing fire, water, and smoke damage during and after fires. A portion of these damages can be attributed to the necessary operations of applying water, ventilating a building, and searching for fires throughout a structure. These procedures cannot be entirely eliminated, but improved techniques in fire extinguishment plus prompt and effective use of good salvage procedures result in a more systematic approach to minimize these losses.

Overhaul is required to see that the fire has been completely extinguished and placing the structure in as safe a condition as possible prior to the fire department leaving the scene looking for “Hot Spots” and not disturbing evidence in determining the cause of the fire, are factors that should be covered in overhaul training. Firefighters must be trained in proper overhaul procedures while at the same time knowledgeable in not disturbing possible investigation scenes.

Examples of topics for this category include, but are not limited to:

1. Benefits of loss control to the public and the fire department.
2. Purpose of salvage and overhaul.
3. Salvage tools, equipment, and materials.
4. Fold and roll salvage covers.
5. Methods of detecting hidden fires.

Category O- Victim Search & Rescue Training

Structural search and rescue of victims often requires calculated risks in potentially hazardous situations. Structural firefighters need to be able to size-up a scene and perform various methods of searching buildings/removing victims while working as a part of a team.

Examples of topics for this category include, but are not limited to:

1. Situational awareness considerations for a structural search.
2. Safety considerations during a structural search.
3. Basic victim search and removal methods.
5. Various drags, lifts, and carries for victims.
Category P - Emergency Medical Care Training

P0000  Emergency Medical Training (General)
I-P0000  Emergency Medical Training (General) - Instructor

Use this category to record general training related to emergency medical care being provided by the fire service. The following topics are provided as sub-categories to assist training officers and personnel with tracking EMS certification/recertification needs:

P0001  CPR/AED Training
I-P0001  CPR/AED Training - Instructor

This course provides the knowledge and skills for administering care for respiratory or cardiac arrest including airway, breathing, and circulation assessment and the procedures to eliminate blockage of the airway, provide breathing assistance, and cardiac compressions. Automated External Defibrillation (AED) training would be included in this category.

P0002  HIV/AIDS Training
I-P0002  HIV/AIDS Training - Instructor

This category provides education on AIDS/HIV and Bloodborne Pathogens education for emergency responders, health professionals, and others who are subject to exposure, in the: (1) Transmission; (2) Prevention and control; (3) Treatment; (4) Legal issues; (5) Attitudes and behavior regarding human infections; (6) Covers requirements of OSHA 1910.1030.

P0003  Emergency Medical Responder
I-P0003  Emergency Medical Responder - Instructor

The Emergency Medical Responder (EMR) course covers selected aspects of trauma care as outlined by the national standard created by federal guidelines and considered to be the responsibilities of services with emergency medical response missions, consisting of classroom and laboratory instructions. Training involves typical anatomy and physiology; patient assessment; care for respiratory and cardiac emergencies; control of bleeding, application of dressing and bandages; treatment for traumatic shock; care for fractures, dislocations, sprains and strains; medical emergencies, emergence childbirth, burns and heat emergencies; environmental emergencies; principles of vehicle rescue; transportation of the patient, and general of operations of emergency medical services.

P0004  Emergency Medical Technician
I-P0004  Emergency Medical Technician - Instructor

This basic Emergency Medical Technician Course covers all knowledge aspects of trauma care as outlined by national standards, created by federal guidelines, considered to be the responsibilities of ambulance operations. Training involves typical anatomy and physiology; patient assessment; care for respiratory and cardiac emergencies; control of bleeding; application of dressing and bandages; treatment for traumatic shock; care for fractures, dislocations, sprains and strains; medical emergencies; emergency childbirth; burns and heat emergencies; environmental emergencies; principles of vehicle rescue; transportation of patients and general operations of ambulance systems.
The Paramedic program prepares the student to function in a variety of environments. The paramedic graduate has had training in all facets of emergency care of patients with all types of injuries or emergencies.

A mass casualty incident or disaster involving many patients may overwhelm resources and require triage. Currently, the KY Board of Emergency Medical Services (KBEMS) requires one hour in this category for recertification as a KY Certified Emergency Medical Responder or Emergency Medical Technician.

Preparatory is the portion of emergency medical training that prepares the responder to provide for his/her own wellness. Subject matter that may be included in the Preparatory category includes: Introduction to Emergency Medical Care, Well-Being of the responder Medical/Legal & Ethical issues, The Human Body and Lifting & Moving Patients.

The Airway category includes oxygen administration, ventilation procedures and equipment, adjunctive equipment and procedures, and suction equipment and procedures.

The Patient Assessment category includes assessment of the trauma or medical patient as well as the communication and documentation requirements. Vital Signs and SAMPLE History would fall into this category.

Topics that would be considered as medical emergencies may include: Pharmacology, respiratory emergencies, cardiac emergencies, altered mental status, allergic reactions, poisoning and overdose, environmental emergencies and behavioral emergencies.

Topics that would be considered as traumatic emergencies may include: Soft-tissue injuries, bleeding and shock, musculoskeletal injuries and injuries to the head and spine.
Topics that would be considered as Obstetrics and Gynecological Emergencies (OBGYN) may include: Use and contents of an obstetrics kit, steps of the pre-delivery preparation of the mother, delivery of the baby and placenta, and emergency medical care of a patient with a gynecological emergency.

Training recorded under the pediatrics category may include, but is not limited to: Developmental considerations for: infants, toddlers, pre-school, school aged, and adolescents, differentiation of anatomy and physiology between the pediatric and adult patient, and field management of infants and children. Record the required Pediatric Abusive Head Trauma class under P0020.

EMS Operations consist of the knowledge of operational roles and responsibilities to ensure safe patient, public, and personnel safety. This would include topics such as: Principles of safely operating a ground ambulance, incident management, multiple casualty incidents, air medical, vehicle extrication, hazardous materials, terrorism, and disaster.

An advanced course for healthcare professionals who either direct or participate in the management of cardiopulmonary arrest and other cardiovascular emergencies, that highlights the importance of team dynamics and communication, systems of care, and immediate post-cardiac arrest care. It also covers airway management and related pharmacology. Course must include a psychomotor component. Current certifications accepted by KBEMS: AHA, ASHI, and AAOS.

To be certified, a course must be taught by registered ITLS instructors under the sponsorship of ITLS International, an ITLS chapter, or an ITLS training center. These comprehensive courses are designed for providers who are first to evaluate and stabilize the trauma patient. The courses provide complete training in the skills needed for rapid assessment, resuscitation, stabilization and transportation of trauma patients. The ITLS Basic course provides the core of knowledge and skills appropriate for all levels of EMS personnel, including EMT-Bs, first responders and other technicians. The ITLS Advanced course builds on this knowledge, emphasizing evaluation steps and sequencing as well as techniques for resuscitating and packaging patients. ITLS Advanced is appropriate for advanced EMTs, paramedics, trauma nurses, physicians and other advanced EMS personnel.
Pediatric Advanced Life Support (PALS)

An advanced course for healthcare providers who respond to emergencies in infants and children that uses a series of simulated pediatric emergencies to reinforce the important concepts of a systematic approach to pediatric assessment, basic life support, PALS treatment algorithms, effective resuscitation and team dynamics. It also covers airway management, related pharmacology, and vascular access. Courses MUST include a psychomotor component. AHA certification is currently accepted by KBEMS.

Pre-Hospital Trauma Life Support (PHTLS)

PHTLS is developed by NAEMT in cooperation with the American College of Surgeons' Committee on Trauma. PHTLS courses improve the quality of trauma care in your area and decrease mortality. The program is based on a pre-hospital trauma care philosophy, stressing the treatment of the multi-system trauma patient as a unique entity with specific needs. This may require an approach to the trauma patient that varies from traditional treatment modalities.

The following PHTLS courses are offered to address the needs of providers:

Provider Course: 16 hour course for emergency medical responders, EMTs, Paramedics, nurses, physician assistants and physicians. This course is offered at Basic, Advanced or Combined levels, and Military Provider courses are also available. The provider course may be offered in one of two formats: the traditional onsite face-to-face format with lectures and skill stations; or a hybrid format, where a portion of the course is taken online in an interactive, web-based format, followed by a one day face-to-face for skill station instructions and evaluations.

Refresher Course: 8 hour course for individuals who have successfully completed the respective PHTLS provider course within the past four years. This course is offered at Basic, Advanced or Combined levels, and Military refresher courses are also available. Current PHTLS provider certificate or wallet card required.

Trauma First Response: 8 hour course for emergency medical responders, police officers, firefighters, rescue personnel and safety officers to prepare for rendering care to trauma patients.

Pediatric Education for Pre-Hospital Professionals (PEPP)

Developed by the American Academy of Pediatrics, PEPP represents a complete source of pre-hospital medical information for the emergency care of infants and children. Developed by the American Academy of Pediatrics, PEPP is an exciting curriculum designed to teach pre-hospital professionals how to better assess and manage ill or injured children. PEPP is a comprehensive, innovative, and highly visual course featuring case-based lectures, live-action video, hands-on skills stations, and small group scenarios. The Basic Life Support (BLS) course is geared toward the Emergency Medical Responder (EMR) and Emergency Medical Technician (EMT) and the Advanced Life Support (ALS) course is geared toward the Advanced Emergency Medical Technician (AEMT) &
Paramedic. The PEPP Course Coordinator should determine which course (BLS or ALS) is most appropriate for an individual. Any health professional who is responsible for the emergency care of children may find this course beneficial. The PEPP Course is available as a traditional onsite course or hybrid course for both BLS and ALS: The American Academy of Pediatric is approved by the Continuing Education Coordinating Board for Emergency Medical Services (CECBEMS). Participants who successfully complete the PEPP Course are eligible to receive continuing education units (CEUs) through CECBEMS. The BLS Hybrid Course provides 8.5 hours of CEUs, and the Onsite Course provides 8 hours. The ALS Hybrid Course provides 12.5 hours, and the ALS Onsite Course provides 14 hours.

P0020 Pediatric Abusive Head Trauma
I-P0020 Pediatric Abusive Head Trauma - Instructor

Courses that are KBEMS approved continuing education covering the recognition and prevention of pediatric abusive head trauma, as defined in KRS 620.020. Current regulations require a minimum course length of one and one-half (1.5) hours and completion at least one (1) time every five (5) years.

P0021 First Aid
I-P0021 First Aid - Instructor

First Aid provides the initial care for an illness or injury. Individuals may be trained in the potentially life-saving techniques of first aid, in many cases, with a minimal amount of equipment. Several organizations offer classes that may lead to certification in this topic. Use this subcategory to record training hours achieved in first aid training.

Category Q- Rescue Training

Q0000 Rescue Training (General)
I-Q0000 Rescue Training (General) - Instructor

It is necessary that all firefighters are trained in the rescue situations they may encounter, as many of the situations require taking calculated risks in hazardous situations.

Examples of topics for this category include, but are not limited to:

1. Primary and secondary search.
2. Guidelines for rescue from burning buildings.
3. Guidelines for firefighters who become trapped or disoriented.
5. Movement of an injured victim to safety using appropriate carries and drags.
One of the most common technical rescue scenarios that the fire service deals with is vehicle rescue/extrication. This subcategory is intended for training that includes extrication from both light and heavy vehicles.

Examples of topics for this category include, but are not limited to:

1. Methods for removing vehicle glass.
2. Removal of automotive window glass.
4. Removal of vehicle doors.
5. Removal of vehicle roofs.

Use this sub-category to record training in structural collapse, which may include: Shoring, breaching, breaking, cutting, lifting, moving, and stabilization of various structures and/or objects. These training hours may include both classroom and/or performance based training in accordance with NFPA 1670.

Use this sub-category to record training in trench collapse/rescue, which may include: Trench/soil recognition, shoring, and stabilization of various trenches to facilitate victim removal. These training hours may include both classroom and/or performance based training in accordance with NFPA 1670.

Use this category to record training in confined space rescue practices, which may include: Confined space recognition, air quality monitoring, and victim removal from various types of spaces. These training hours may include both classroom and/or performance based training in accordance with NFPA 1670.

Use this sub-category to record training in water related rescues which may include: Swift water, ice, and boat operations. These training hours may include both classroom and/or performance based training in accordance with NFPA 1670.
With much of Kentucky covered in farmland, it is inevitable that emergency responders will be called to these areas. Often, these responses can have very unique qualities and pose a different set of challenges than firefighters have ordinarily been trained to handle. Use this sub-category to record training in farm and machinery rescue practices which may include training in the various types of farm implements as well as, disentanglement and related the necessary care of patients.

Use this sub-category to record training Rope Rescue practices which may involve a more in-depth and intense training in Low and High Angle Rescue. These training hours may include both classroom and/or performance based training in accordance with NFPA 1670.

Use this sub-category to record training hours related to emergency response or public safety diving, such as: Search and rescue or recovery operations above/below the water surface. Other examples may include, but are not limited to: Encapsulation; communications; selection of proper equipment; operations in contaminated environments, and decontamination.

Use this category to record training hours in topics such as: Incident Command Systems as it relates to large animal incidents, animal behavior and anatomy, containment of animals, rope rescue techniques for large animals, and training on specialized methods of moving large animals.

Many factors make up water supply training, including how much fire flow is necessary for fire suppression on a structure based on the dimension of the structure. Topics and considerations include: Where the closest water resources are, shuttle operations (water haul), pumper relay operations and the amount of water flow available from a hydrant. ROUTINE FIRE HYDRANT TESTING IS NOT CONSIDERED TRAINING.

Examples of topics for this category include, but are not limited to:

1. Fundamental components of a modern water system.
2. Opening and closing of a fire hydrant.
3. Examples of alternative static water supply sources.
4. Water shuttling and relay pumping.
5. Instruction in proper methods of hydrant testing.
Category S- Fire Protection Systems
S0000 Fire Protection Systems Training
I-S0000 Fire Protection Systems Training - Instructor

This new category combines into one, the previous categories of Fire Alarms and Sprinklers.

Fire alarm systems provide notification of an impending emergency situation and are an important component of fire protection systems. Firefighters should be training in alarm system components and how they operate.

Automatic sprinklers have been providing fire protection for over 75 years. Early types of sprinkler systems were rather crude and unreliable but present day systems have been perfected to the point that they are most reliable when properly supervised. Automatic sprinkler and standpipe systems are now recognized as the most reliable of all fire protection devices, and an understanding of the system of pipes and valves and their operation is essential to the firefighter.

Examples of topics for this category include, but are not limited to:

1. Parts of a sprinkler head and various types of sprinkler head designs.
2. Components of a fire alarm system.
3. Identification of the parts of an automatic sprinkler system.
4. Components of fire suppression systems.
5. Identification of alarm initiating devices.

Category T- Hazardous Materials Training
T0000 Hazardous Materials Training (General)
I-T0000 Hazardous Materials Training (General) - Instructor

Training in Hazardous Materials is important for today’s firefighter. This category is used to record general Hazardous Materials training hours or courses that are aligned to national standards.

The following topics are provided as sub-categories to assist training officers and personnel with tracking certification/recertification needs:

T0001 Hazardous Materials Awareness Level Course
I-T0001 Hazardous Materials Awareness Level Course - Instructor

The Hazardous Materials Awareness level course is for personnel that may encounter a hazardous materials incident in the scope of their normal duties. Personnel trained to this level should be able to: Analyze an incident to detect the presence of hazardous materials, identify/collect information from the Emergency Response Guidebook, and initiate protective actions/notification process.
The Hazardous Materials Operations course is designed for those that would respond to a hazardous materials incident and implement or support the response mission. Some of the topics covered in this class include: Analysis of the scene, determination of the scope of the emergency, collection of information, prediction of the likely behavior and potential harm from the hazardous material, planning of the response, selection of the correct level of personal protective equipment, performance of decontamination, and evaluation of the effectiveness of the response.

The focus of the Hazardous Materials Technician course is on recognizing/evaluating a hazardous materials incident, organizing the response team, protecting response personnel, identifying and using response resources, implementing basic control measures, refining decision-making skills, and protecting the public. Topics discussed include: Chemical and physical properties of hazardous materials, toxicology, recognition and identification of hazardous materials, direct-reading instruments, standard operating procedures, personnel protection and safety, and sources of information.

This category can be used to record hours in Hazardous Materials Awareness, Operations, and Technician level that can be used as refresher training, once initial certification at one or all of those levels has been obtained.

Inspection and prevention are usually considered to be the most important non-firefighting activity performed by firefighters. A carefully planned inspection program carried out by conscientious well-trained personnel can prevent many serious fires. Inspections and other prevention measures are generally conducted for several purposes: To detect and eliminate fire hazards, to familiarize the fire company with the facility and area, and to improve public relations, as well as educating the public on the importance of fire prevention and fire safety.

Examples of topics for this category include, but are not limited to:

1. How to conduct fire safety surveys.
2. Types of fuel hazards and heat source hazards.
3. Distinguish among common fire hazards, special fire hazards, personal hazards, and target hazards.
4. Guidelines for conducting a residential fire safety survey.
5. Injury prevention through fire and life safety education.
Category V - Building Construction Training
V0000 Building Construction Training
I-V0000 Building Construction Training - Instructor

Building construction is one of the most important lessons for firefighters, but it is most vital for fire officers at all levels. New construction methods may quickly become unstable when fire is introduced within the walls, floors, and roof voids. Older construction remains a concern and the modern firefighter must be fully acquainted with all construction methods used in their response area to predict fire spread and its impact on the structure. Additional courses may be used as knowledge enhancement, including those on the Fire Commission Approved Course list.

Examples of topics for this category include, but are not limited to:

1. Matching Roman numeral building construction types to their basic structural characteristics and description.
2. Primary fire hazards associated with each classification of building construction.
3. Distinguish among types of walls.
4. Firefighting hazards related to construction.
5. Hazards associated with lightweight and truss construction.

Category W - Aircraft Crash Firefighting Training
W0000 Aircraft Crash Firefighting Training
I-W0000 Aircraft Crash Firefighting Training - Instructor

Aircraft accidents/incidents may occur anytime, anywhere. Firefighters should be trained to handle all types of aircraft crash and fire situations and the necessity of preserving the scene for outside investigating agencies.

Examples of topics for this category include, but are not limited to:

1. Various types of aircraft.
2. Aircraft construction and structural materials.
3. Types of aircraft accidents/incidents.
4. Aircraft cargo hazards.
5. Aircraft rescue tools and equipment.

W0001 Airport Fire and Rescue Training
I-W0001 Airport Fire and Rescue Training - Instructor

Airport firefighters must be prepared to respond to incidents in and around an airport, which requires knowledge of topics such as: Airport facilities/structures, air traffic patterns, runways/taxiways, numbering systems, and communications procedures upon entering restricted areas.
Category X- Emergency & Disaster Planning Training
X0000          Emergency & Disaster Planning Training
I-X0000        Emergency & Disaster Planning Training- Instructor

An organized emergency operation plan should be made in advance which will utilize all possible local facilities and mutual aid in the event of a disaster. Planning should include the wide range of tools and methods needed by the fire department to rescue a victim who may be underground, underwater, in a collapsed building, in a wrecked automobile or high in a building. All firefighters should be familiar with their local emergency operations plan and have some knowledge of past disasters that have occurred.

Category Y- Fire Investigation Training
Y0000          Fire Investigation Training
I-Y0000        Fire Investigation Training- Instructor

Fire investigation can be defined as the compilation and analysis of information related to fires and explosions. Fire investigations are usually conducted to determine the cause and origin of the fires and the factors contributed to the ignition and growth. This information can then be used to identify trends, prevent similar incidents from occurring, and in other ways to reduce fire losses and prevent fire deaths.

Examples of topics for this category include, but are not limited to:

1. Responsibilities of a fire investigator.
2. Conduct and statements at the scene.
3. Securing the scene and legal considerations.
4. Protecting and preserving evidence.
5. Assessment of the causes and origins of fires.

Y0001          Arson I Course
I-Y0001        Arson I Course-Instructor

Arson I or Arson Detection for the First Responder is a training course specifically designed for the firefighter who is inexperienced in arson detection and the preservation of evidence at a fire scene. Some of the topics discussed in the class are: Fire behavior, scene security and preservation, observations, fire causes, legal considerations, and reporting of findings.

Y0002          Arson II Course
I-Y0002        Arson II Course-Instructor

This is a comprehensive course with emphasis on techniques to determine the cause and origin of fires. Actual case scenarios will be incorporated to enhance this class. A wide variety of expertise is brought together through cooperation of local, state, federal fire, police, and private investigators to provide the student with excellent instruction and detail. Arson I is a prerequisite for this course which is sanctioned by the International Association of Arson Investigators.
Y0003 Arson III Course
I-Y0003 Arson III Course-Instructor

This course is the final and concluding level in arson investigations. This course emphasizes legal aspects, case preparations, trial procedures, and criminal enforcement. A mock trial is conducted in this course. Arson I and Arson II are prerequisites for this course which is sanctioned by the International Association of Arson Investigators.

Y0004 Fire Investigation Technician Course
I-Y0004 Fire Investigation Technician-Instructor

This course is intended to provide the student with the fundamentals and technical knowledge needed for proper fire scene interpretations, including recognizing and conducting origin and cause, preservation of evidence and documentation, scene security, motives of the fire setter, and types of fire causes. Topics covered in this course include: Recognition of potential health and safety hazards of fire investigation, process of conducting investigations using the scientific method, identification of cause and origin, and differentiation between accidental and incendiary fires.

Category Z- Pump Operations Training
Z0000 Pump Operations Training
I-Z0000 Pump Operations Training- Instructor

Firefighters need to be trained to operate the pumping apparatus, as operated by their fire department. Personnel should be trained in the daily, weekly, or monthly maintenance needed for the pumping apparatus. Training shall be consistent with the latest edition of job performance requirements of NFPA 1002 “Standard for Fire Apparatus Driver/Operator Professional Qualifications.”

**ROUTINE MAINTENANCE DUTIES, PUMP OPERATIONS ON FIRE GROUNDS OR TESTING IS NOT CONSIDERED TRAINING.**

Examples of topics for this category include, but are not limited to:

1. Components which are needed to classify a fire apparatus.
2. Calculation of friction loss and elevation loss/gain.
3. How to obtain the static pressure.
4. Steps required for establishing a pumping operation from a draft.
5. Use of fire ground calculations during a theoretical incident.

Category AA- Fire Officers Training
AA0000 Fire Officers Training
I-AA0000 Fire Officers Training- Instructor

This category is used to record general training hours related to fire service management and officers. Training hours from National Fire Academy courses, such as the Leadership series, may be listed under this code.
AA0001 Fire Officer I Training
I-AA0001 Fire Officer I Training - Instructor

Examples of topics for this category include, but are not limited to:

2. Steps of the decision-making process.
3. Steps of the speech preparation process.
4. Conducting an accident investigation.
5. Identification of facts about incident size-up.

AA0002 Fire Officer II Training
I-AA0002 Fire Officer II Training - Instructor

Examples of topics for this category include, but are not limited to:

1. Four stages of the change process within an organization.
2. Distinguishing between internal/external aid agreements.
3. Budget systems and budget types.
4. Facts about a post-incident analysis.
5. Initial attack and a sustained attack.

AA0003 Chief Fire Officer Training
I-AA0003 Chief Fire Officer Training - Instructor

Examples of topics for this category include, but are not limited to:

1. The need for leadership in the fire service.
2. Reasons for effectively communication with stakeholders.
3. How to develop a strategic plan.
4. Planning for an emergency situation using the National Incident Management System.
5. The role of chief officers in the scope of intergovernmental relations.

Category BB- Methodology Training

BB0000 Methodology Training (General)
I-BB0000 Methodology Training (General) - Instructor

Use this category to record hours in general methodology training, for categories that are not specifically listed below.

BB0001 Fire Instructor Level I Course
I-BB0001 Fire Instructor Level I Course - Instructor

Use this category to record and track hours completed in the Instructor Level I course. Upon successful completion of prerequisites and course requirements, this class may lead to both IFSAC Accredited certification and certification as a Kentucky Level I Instructor.
BB0002 Fire Instructor Level I Course
I-BB0002 Fire Instructor Level I Course - Instructor

Use this category to record and track hours completed in the Instructor Level II course. Upon successful completion of prerequisites and course requirements, this class may lead to both IFSAC Accredited certification and certification as a Kentucky Level II Instructor.

BB0003 Methodology-Bridge/Refresher Training
I-BB0003 Methodology-Bridge/Refresher Training - Instructor

Use this category to record and track hours completed for either the Bridge Course (For out-of-state instructors) or refresher hours for those that have already obtained certified KY Fire Instructors.

BB0004 NFPA 1403 Conducting Live Fire Training Course
I-BB0004 NFPA 1403 Conducting Live Fire Training Course - Instructor

Use this category to record and track Instructor Methodology hours completed in the NFPA 1403 Conducting Live Fire Training course. **Do not use this code for actual live fire training.**

**Category CC- Drivers Training**

CC0000 Drivers Training
I-CC0000 Drivers Training- Instructor

It is important that all firefighting personnel who may find themselves in the role of driving a fire apparatus be properly trained in defensive and emergency driving, in accordance with NFPA 1002 “Standard for Fire Apparatus Driver/Operator Professional Qualifications.”

Examples of topics for this category include, but are not limited to:

1. Emergency operation of fire apparatus, laws, regulations, and standards.
2. Human factors and physical forces impacting emergency vehicle operation.
3. Recognizing areas of concern when responding to emergency incidents.
4. Operation of a fire apparatus in the cone course.
5. The role of SOP/SOG in an effective driver training program.

CC0001 Drivers Training-Privately Owned Vehicle (POV)
I-CC0001 Drivers Training-Privately Owned Vehicle (POV) - Instructor

Use this category to record training hours received in safe and proper emergency operation of privately owned vehicles.
Category DD- Fire Inspection Training
DD0000    Fire Inspection Training
I-DD0000   Fire Inspection Training - Instructor

This category is for the specialized field of fire inspection, which is required to make fire safe communities. Fire prevention inspections are conducted for code enforcement and training in this area should provide the basics for a new fire prevention inspector or as skills enhancement for fire chiefs, fire officers or inspectors. Course material may be based on the Kentucky Building Code, NFPA National Fire Codes, or International Building, Fire or Mechanical Codes to qualify for credit.

DD0001    Fire Inspector I Course
I-DD0001   Fire Inspector I Course - Instructor

This course contains information about the most recent version of fire codes and how to conduct fire prevention inspections on a daily basis.

DD0002    Fire Inspector II Course
I-DD0002   Fire Inspector II Course - Instructor

This course is for building code officials and inspectors that deal with life safety issues, such as occupancy and loads.

DD0003    Pre-Planning and Inspections Training
I-DD0003   Pre-Planning and Inspections Training - Instructor

Use this category to record training related to how to conduct building pre-planning and inspections.

Category FF- Incident Command Systems/NIMS Courses
FF0000    Incident Command Systems/NIMS Training
I-FF0000   Incident Command Systems/NIMS Training - Instructor

Use this category to record training for general ICS and National Incident Management (NIMS) Training that are not specifically listed below. “CEU” shown on ICS/IS certificates: 0.1 CEU = 1 Contact (Clock) Hour.

FF0001    Incident Command Systems 100 (ICS 100) Course
I-FF0001   Incident Command Systems 100 (ICS 100) Course - Instructor

Use this category to record training hours exclusively for ICS 100 course.

FF0002    Incident Command Systems 200 (ICS 200) Course
I-FF0002   Incident Command Systems 200 (ICS 200) Course - Instructor

Use this category to record training hours exclusively for ICS 200 course.
Use this category to record training hours exclusively for ICS 300 course.

Use this category to record training hours exclusively for ICS 400 course.

Use this category to record training hours exclusively for ICS 700 course.

Use this category to record training hours exclusively for ICS 800 course.

**Category HH- Aerial Operations Training**

Aerial apparatus are widely used in the fire service today and the aerial driver/operator must be trained in its safe, efficient, and effective use. Training shall be consistent with the latest edition of job performance requirements of NFPA 1002 “Standard for Fire Apparatus Driver/Operator Professional Qualifications.”

**ROUTINE MAINTENANCE DUTIES OR AERIAL OPERATIONS ON FIRE GROUNDS OR TESTING IS NOT CONSIDERED TRAINING.**

Examples of topics for this category include, but are not limited to:

1. Aerial apparatus safety.
2. Types and construction of aerial apparatus.
3. Positioning and stabilization of the aerial apparatus.
4. Operation of telescoping or articulating aerial equipment.
5. Aerial apparatus strategy and tactics.
**Category GG- Grandfather Hours**
G99/990000  Grandfather Hours

This category was used to record grandfather training hours from an older training system. **DO NOT RECORD NEW TRAINING HOURS INTO THIS CATEGORY.**

**Category II- Special Topics in Firefighting**
II0000  Special Topics in Fire/Rescue
I-II0000  Special Topics in Fire/Rescue - Instructor

This category can be used to record special topics courses related to the fire service that may not fit well in any of the categories or sub-categories listed in this book. Specify on all training forms (including yellow sheets) the topic of the course and maintain all documentation.

**Category JJ- Chaplain Training**
JJ0000  Chaplain Training
I-JJ0000  Chaplain Training - Instructor

Use this category to record chaplain training hours, which may lead to Kentucky Fire Chaplain certification.

**Category KK- Health and Wellness Training**
KK0000  Health and Wellness Training
I-KK0000  Health and Wellness Training - Instructor

The overall health and wellness of firefighters plays a significant role in the ability to perform required duties. Examples of training that meet the criteria for this category include: WFI assessments performed by ACE Certified Peer Fitness Trainers; Nutrition classes taught by qualified personnel such as the local health department; Certified Personal Trainers instructing proper weight lifting techniques or instructing about a specific workout program such as: Cross-fit or P90X; or “Fit to be a Hero” online program offered through: [ky.train.org](http://ky.train.org).

**Category LL- Forestry Firefighting Training**
LL0000  Forestry Firefighting Training (General)
I-LL0000  Forestry Firefighting Training (General) - Instructor

Use this category to record general training related to forestry or wildland firefighting. **Use category FC30000 to record the KY Wildland Firefighting Awareness course in order to receive proper credit for Kentucky firefighter certification purposes.**
Wildland Firefighter Training, S-130 along with Introduction to Wildland Fire Behavior, S-190, are required training for all personnel prior to certification as a Firefighter (FFT2) under the Wildland and Prescribed Fire Qualification System Guide, PMS 310-1. An adapted version of L-180, Human Factors on the Fireline, has been included as part of this course. This entry-level course for all new firefighters can also be used as a refresher course for returning firefighters. The purpose of this course is to train new firefighters in basic firefighting skills.

This is the first in a series of National Wildfire Coordinating Group (NWCG) courses that provide the student with wildland fire behavior knowledge applicable for safe and effective fire management activities (wildfires, prescribed fire, and fire use). This course introduces students to characteristics and interactions of the wildland fire environment (fuels, weather, and topography) that affect wildland fire behavior for safety purposes. The materials in this course are elements of the wildland fire behavior curriculum.

This course provides the student with the skills and knowledge to size-up and make tactical decisions during a wildland/urban interface fire incident. Information is presented about evaluation of the situation, ordering and deployment the necessary resources, and application of safe and effective strategies and tactics to minimize the threat to life and property.

Category FC- Fire Commission Required Courses

This intensive training course was developed in response to the tragic deaths of many firefighters across the nation in the past. Many of those who perished did so because they could not get out of the fire building or area where they were working. The Firefighter Survival course reviews conditions and situations which may pose a risk to firefighters and trains firefighters how to help their own, in emergency conditions. These individuals must complete this course for Kentucky certification at the 150 or 400 hour level, regardless of certification status as a Firefighter I and/or II. Hours recorded in this category must have an instructor of record that is an active State Fire Rescue Training Instructor.
This intensive training course is designed to help the fire service rescue its own members. Topics such as: Calling the mayday, rapid intervention teams, fireground safety and communications are discussed. These individuals must complete this course for Kentucky certification at the 150 or 400 hour level, regardless of certification status as a Firefighter I and/or II. Hours recorded in this category must have an instructor of record that is an active State Fire Rescue Training Instructor.

This course serves as an entry-level course that introduces structural firefighters to wildland firefighting situations encountered in Kentucky. Topics such as basic wildland fire behavior, identification of suppression tools and equipment, and basic wildland safety/survival issues are discussed in this class. These individuals must complete this course for Kentucky certification at the 150 or 400 hour level, regardless of certification status as a Firefighter I and/or II. Hours recorded in this category must have an instructor of record that is an active State Fire Rescue Training Instructor.

The purpose of this course is to provide Kentucky’s Fire Service with a safe and secure system of flashover recognition and survival training, which is aimed at saving firefighters from death and injury. Recognition of an impending flashover and techniques that may provide time to escape is discussed in this class.

The 3-hour Flashover Recognition and Survival course is required for certification at the 150-hour level and the 8-hour version of the course is required for certification at the 400-hour level, for those individuals that were not certified as of January 1, 2014. Hours recorded in this category must have an instructor of record that is an active State Fire Rescue Training Instructor.
Section Three

Fire Training Forms
Date: ______________ Host Agency: __________________________ Location: ______________

Lead Instructor (Print): __________________________ FIN: ______ Level: 1 2 3
Assisting Instructor (Print): __________________________ FIN: ______ Level: 1 2 3

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<th>Curriculum</th>
<th>Lesson Plan</th>
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Instructor Signature: ____________________________________________

DATE ENTERED: __________________________ ENTERED BY: __________________________
July 2013
Explanatory Information

**Yellow Highlighted Areas**
- **Date**: The date the class was instructed.
- **Host Agency**: This will be the agency responsible for providing the instructor for the class. That hosting agency may be for example ABC Fire Department, State Fire Rescue Training, State Fire Marshal Office, Kentucky Fire Commission, or Kentucky Office of Homeland Security.
- **Location**: The location at which the training was held. For example ABC Fire Station 1, State Fire Rescue Training Area 13 Office, Jefferson County Regional Fire Training Center, Morgan County Community Center.

**Green Highlighted Areas**
- **Lead Instructor**: Instructor responsible for the class. This instructor will be the person held accountable for the material delivered and overall direction and oversight of the class.
- **Assisting Instructor**: Instructor(s) utilized to assist with the delivery of the class due to class size, amount of material to be delivered, hands-on skills, and/or subject matter knowledge.
- **FIN**: Fire Commission Issued “Fire Instructor Number”
- **Level**: Level of Certification of each instructor

**Gray Highlighted Areas**
- **Category**: Fire Commission established “Class Category”. Example A0000, B0000, FC30000, AA0000.
- **Class Name**: Indicates the class that was taught. Examples are Hose Loads, SCBA, Turnout Gear, Knots & Hitches, Pre-Planning, Drafting Operations.
- **Curriculum**: This indicates the approved materials which were used. Examples are IFSTA Essentials, Jones & Bartlett, Fire Engineering. **Special Note**: If class was written and developed by a Level 2 or 3 instructor, you must attach a copy of the lesson plan to the roster. Also in the block provided put “See Attached Lesson Plan”.
- **Lesson Plan**: This indicates the lesson plan from which the instructor taught the class. Examples would be; Chapter 10 Fire Hose & Appliances, Chapter 5 Firefighter Personal Protective Equipment, and Chapter 1 Orientation & History.
- **Start Time**: Indicates the time class began.
- **End Time**: Indicates the time class was concluded.
- **Method**: Indicates the manner in which the class was presented. CR – Classroom, HO – Hands-on, and OL – Online. If the class is presented using a combination of two or more methods just circle all that apply.
- **Hours**: Indicates the total time a particular class took to complete.

KFS-1A In-House Training Roster
KFS-1A In-House Training Roster

Explanatory Information

**Blue Highlighted Areas**

**FFN**  
Kentucky Fire Commission issued Firefighter Number. Example would be 0000999, 0009999, 0099999. All “Firefighter Numbers” are seven numeric digits.

**Last Name**  
Printed Last Name of each individual firefighter attending the class.

**First Name**  
Printed First Name of each individual firefighter attending the class. Names may be typed or filled in electronically.

**Initials**  
This block must contain the legal initials of each firefighter. These initials must be signed by each firefighter attending class for themselves. This is not the middle initial for each individual.

**Hours**  
This area indicates the number of hours attended by each firefighter for each of class(s) for this particular roster. The first column will be the hours as indicated for the first class in the “Gray” highlighted area. The second column will be the hours as indicated for the second class in the “Gray” highlighted area. This area has the two columns for the purpose to allow the instructor to easily indicate if a student comes in late or leaves early and is not in attendance for the entire class.

**Red Highlighted Area**

**Signature**  
This area is the signature of the lead instructor for the class and should be the same individual listed in the “Green” highlighted area as the “Lead Instructor”.

**Pink Highlighted Areas**

**Date Entered**  
This area is used by the department training officer or individual responsible for entering the roster information into the Kentucky Fire Training System and should be the date in which the roster information is entered into the KYFTS.

**Entered by**  
This area is used by the department training officer or individual responsible for entering the roster information into the Kentucky Fire Training System and should be that individual’s “printed name”.

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Instructor Signature: __________________________

DATE ENTERED: __________________________ ENTERED BY: __________________________

July 2013
### KENTUCKY FIRE COMMISSION
#### KFS-1b Training Notice

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</table>

MANDATORY: This training notice is to be retained by the fire department. DO NOT forward this form to the Ky Fire Commission Office. Your Fire Department is responsible for reporting the training via the Fire Training System.

Revised 03/10
Kentucky Fire Commission
State Fire Rescue Training
118 James Court
Lexington, KY 40505
1-800-782-6823