Bath Township Fire Department			Standard Operating Guideline	
Section Training	**Referral No.** TR-07	**Subject:** Mandatory Job Requirements for Continued Employment	**Date Issued** 5/05	**Date Revised** 1/08

Purpose:

- To establish the minimum standards for all employees of the Fire Department to meet as a condition of continued employment.

Scope:

- This standard operating guideline will apply to all personnel.
- This action will cover all the responsibilities of an entry level Firefighter for their first twenty-four months of employment.
- In order to develop a strong, well-educated and trained firefighting force it is vital that all personnel be trained to a minimum level of expertise.

Responsibilities:

- All employees who enter the Fire Department as a Firefighter, Firefighter / EMT, or Firefighter / Paramedic shall comply with the following requirements.

Requirements:

- Firefighter Requirements (0-6 months):
  - Level I Firefighter
  - Hazardous Materials & WMD – Awareness Level. (6hr.)
  - CPR – Healthcare provider. (6hr.)
  - Successful completion of the New Hire Orientation Packet. (See "New Hire Orientation" guideline)

- Firefighter Requirements (6-12 months):
  - Emergency Vehicle Operator Course (EVOC). (16 hr.)
  - Firefighter Safety & Survival Program. (8 hr.)
  - Apparatus qualification for:
    - Medic 6
    - Medic 7
    - Rescue 9
    - Engine 4
    - Tanker 3
    - Truck 5

- Firefighter Requirements (12-24 months):
  - Level I Firefighter Training. (84hr.)
  - Hazardous Materials – Operations Level. (12hr.)
  - Rapid Intervention – Awareness level. (12hr.)
  - Apparatus Qualification for:
    - Ladder 1

Exceptions:

- Employees hired with previous experience that can demonstrate certified completion of any of the required courses, may submit a request to have their certifications reviewed by the Training Officer for compliance. Upon a recommendation of the Training Officer, the Fire Chief may approve previous training as meeting the requirements for continued employment.

- The Fire Chief may, at their sole discretion, grant an additional six months to complete the requirements.

    - Normally, such circumstances will be limited to the affected employee having not had, due to illness or injury, the full 24 months within which to complete the required certifications or of a lack of class availability.

    - Any employee may complete the requirements before the 12 or 24-month deadlines as long as the requirements are met within their period set forth in this SOG.