

2024 Supervising Fire Officer / Fire Officer I Module Series

General Information for Students:

Required Text: *Fire and Emergency Services Company Officer 6th Edition*
ISBN: 978-0879396503. It is the responsibility of the student to obtain the textbook. Workbook can be ordered at: ifsta.org/shop

Prerequisites for all modules: Firefighter I, or Basic Firefighter, or Essentials of Firefighting, or Scene Support Operations or Basic Exterior Firefighting Operations
Haz Mat First Responder Operations

Computer Use: This course uses the Resource One learning management system (LMS). Students have access to a variety of course materials through the Resource One LMS. Students must create an account on Resource One at the following website address: <https://moodle.ifsta.org/> Students are required to have a laptop or tablet to access course activities, quizzes and exams.

Students are asked to be respectful of the instructors, and other students, and limit their computer usage to course materials during instructional time. Students that are unable to refrain from non-course usage may, solely at the instructor's discretion, be asked to close and/or turn off their computer and to use it only when necessary.

Attendance: Once a student has enrolled within Fire Officer I-Supervising Officer Module Series, the student is required to remain within the Module Series format. Students enrolled in the Module Series program are prohibited from attending units in the Standard 63- hour course format for credit. In addition, students in a Standard 63-hour course format are prohibited from attending Module Series course units for credit.

Should the student wish to leave the Module Series for the Standard 63-hour course format, the student shall start the Standard 63-hour course from the beginning.

In the event a student misses a classroom unit, the instructor will work to arrange a make-up homework assignment to be completed for the classroom unit missed. Any course quizzes and activities (individual or group) within the respective missed unit, shall be completed by the student. The student cannot miss any more than **one classroom unit** per Module Series course. If the student misses a second classroom unit, the student will be removed from the Module.

There is no order to complete all five independent Modules.

A student will receive a Fire Officer I-Supervising Fire Officer course completion on their NYS Training Information Management System record upon successfully completing all five (5) Modules **within 24 months of the start date of first Module taken.** The entry will be recorded as follows:
Fire Officer I Supervising Fire Officer Module Series.

*Students **will not** be issued a separate Fire Officer I certificate. **Depending on the Instructor.

GRADING POLICIES:

Evaluations: The goal of the Fire Officer One Module series is to ensure that the student has learned the cognitive content and has developed the required competencies for the job performance requirements of NFPA 1021- Standard for Fire Officer Professional Qualifications. Confirming that learning is occurring is measured by written and skills evaluations.

Written Evaluations: Written evaluations are built into each module in the following manner:

Quizzes: Each Module has a quiz component for completion by the student. Each quiz allows multiple attempts for students to **achieve the highest grade possible**. The average grade for the course quizzes shall be weighted as **twenty percent (20%)** of the student's overall course grade.

Course Activities: There are different course activities and non-grade course activities within each module. The activities are a combination of individual and group activities which are graded and weighted as **thirty percent (30%)** of the student's overall module grade. The group activity grade is applied as the grade to each individual group member.

Out of Class Assignments: Every module may have a different out of class assignment that need to be completed. Upon completion of these assignments, the student shall copy these assignments to Resource One or provide a copy to the instructor. Out of class assignments will be graded along with the course activities for that module.

Final Exam:

Every module will conclude with a final exam. The final exam is a comprehensive exam that encompasses material from the entire module. The final exam is weighted as **fifty percent (50%)** of the student's overall module grade. **Students must pass the module final exam with a raw score of 70% or higher to pass that module.**

***** Students are required to complete all module course quizzes, activities, and out of class assignments prior to the final exam. Students whom have not completed all quizzes, activities, and out of class assignments are deemed ineligible for that module course final exam, resulting in module failure.***

Module Final Grade: The following grading formula shall be used for module deliveries:

Module Grade = (20% x Average score of all Module Quizzes) + (30% x Average score of all Module Activities) + (50% x Final Exam Score)

Example: A student has an average score of 90% on all course quizzes, 90% on course activities and receives and 80% on the course Final Exam.

Course Grade = (20% x 90%) + (30% x 90) + (50% x 80%)

Course Grade = (.20 x .90) + (.30 x .90) + (.50 x .80)

Course Grade = .18 + .27 + .40

Course Grade = .85 or 85%

*Students who have not achieved a minimum final exam score of 70% and/or have not achieved a minimum weighted course score of 70% shall not receive a module completion certificate.

Module Failure:

A student that fails to achieve a minimum weighted score of 70% will be deemed to have failed that module. The instructor will meet individually with the student to identify and discuss the student's grade deficiency. Should a student fail the module final exam (with a raw score of lower than 70%), the student will be afforded one opportunity to retest at a future date. The student may elect to retest on a date not less than seven (7) days, nor more than seven hundred thirty (730) days, after the initial exam. Failure to successfully complete the module after one (1) attempted re-test will require the student to have to retake that module. Certificates will not be issued to students that do not successfully complete that module.

A failure of any one module does not preclude a student from completing other modules. Failed modules can be retaken any time within the two year time limit as stated above.

Individual Module Descriptions

Leadership & Supervision Module

Required Text: *Fire and Emergency Services Company Officer 6th Edition*
ISBN: 978-087939650-3. It is the responsibility of the student to obtain the textbook.

Prerequisites for all modules: Firefighter I, or Basic Firefighter, or Essentials of Firefighting, or Scene Support Operations or Basic Exterior Firefighting Operations
Haz Mat First Responder Operations

Module Description:

The Supervising Fire Officer-Fire Officer I Module Series **Leadership & Supervision module** provides current and potential fire officers with a fundamental knowledge of the duties, responsibilities, and leadership required to be successful as a fire officer. Additionally, this course covers the basic responsibilities of the fire officer as they relate to human resources management as well as common administrative functions. This course is based upon the requirements found in Chapter 4 of NFPA 1021, *Standard for Fire Officer Professional Qualifications*.

Module Schedule:

Unit	Chapter	Chapter Title	Additional Activities	Time (Hours)
1	1	The Company Officer	ICS-200, Quiz	3
2	2	Organizational Structure	Quiz	3
3	3	Leadership & Supervision	Quiz	3
4	4	Human Resources Management	Quiz	3
5	6	Administrative Functions	Quiz, Final Exam	3

Out of Class Assignment: The Leadership & Supervision module includes an Out of Class Assignment to supplement the student's knowledge of a Supervising Fire Officer's roles and responsibilities. The current Out of Class Assignment for the Leadership & Supervision is:

FEMA IS-200.B.: ICS for Single Resources and Initial Incident Actions

Students that do not complete the required Out of Class Assignments are deemed ineligible for the Leadership & Supervision module final exam, resulting in module failure.

Previous course completions will be accepted. Students must provide copy of the course certificate.

Planning & Emergency Response Module

Module Description:

The **Planning & Emergency Response module** provides current and potential fire officers with a basic knowledge of building construction, commonly found fire protection features, conducting a pre-incident plan survey, determining what elements to include in a pre-incident survey, and developing and managing pre-incident plans. Additionally, this course covers the company officer's responsibilities as they relate to the post-incident analysis process. This course is based upon the requirements found in Chapter 4 of NFPA 1021, *Standard for Fire Officer Professional Qualifications*.

Module Schedule:

Unit	Chapter	Chapter Title	Additional Activities	Time (Hours)
1	10	Pre-Incident Surveys	Pre-Incident Survey	3
*		Field time for pre-incident surveys		3
2	10	Pre-Incident Surveys	Quiz	3
3	11	Delivery of Emergency Services	Quiz, Final Exam	3

Out of Class Assignment: The Planning and Emergency Response module includes an Out of Class Assignment to supplement the student's knowledge of a Supervising Fire Officer's roles and responsibilities. The current Out of Class Assignment for the Planning and Emergency Response is:

Acting as part of a company, research, prepare and present a preplan to the class. Your company will present your preplan on the date indicated on the course schedule.

Students that do not complete the required Out of Class Assignments are deemed ineligible for Fire Officer One course completion, resulting in course failure.

Company Training & Community Risk Reduction Module

Module Description:

The **Company Training & Community Risk Reduction module** provides current and potential fire officers with a basic knowledge of how to determine company-level training needs, teaching from a lesson plan, documentation of training activities, and different methods to conduct company-level training. Additionally, this module covers the basic responsibilities of the fire officer as they relate to community relations, company-level building inspections, and community risk reduction. This course is based upon the requirements found in Chapter 4 of NFPA 1021, *Standard for Fire Officer Professional Qualifications*.

Module Schedule:

Unit	Chapter	Chapter Title	Additional Activities	Time (Hours)
1	8	Company Level Training	Quiz	3
2	8	Company Level Training	Presentations	3
3	9	Community Relations & Company Level Fire Inspections	Quiz	3
4	9	Community Relations & Company Level Fire Inspections	Final Exam	3

Firefighter Health & Safety Module

Module Description:

The **Firefighter Health & Safety module** provides current and potential fire officers with a basic knowledge of effective communications for both administrative functions and for emergency incidents. Students are provided activities to apply skills learned for oral and written communications in addition to conducting a size up based on emergency incidents. Additionally, this module provides the Company Officer with the skills needed to identify and prevent common safety hazards and to perform an initial accident investigation. This module is based upon the requirements found in Chapter 4 of NFPA 1021, *Standard for Fire Officer Professional Qualifications*.

Module Schedule:

Unit	Chapter	Chapter Title	Additional Activities	Time (Hours)
1	5	Communications	CTBS	3
2	5	Communications	Quiz	3
3	7	Health & Safety Issues	Quiz	3
4	7	Health & Safety Issues	Final Exam	3

Out of Class Assignment: The Firefighter Health & Safety module includes an Out of Class Assignment to supplement the student's knowledge of a Supervising Fire Officer's roles and responsibilities. The current Out of Class Assignment for the Firefighter Health & Safety course is:

National Fallen Firefighters "Courage to be Safe"

Students that do not complete the required Out of Class Assignments are deemed ineligible for the Firefighter Health & Safety module final exam, resulting in module failure.

Previous course completions will be accepted. Students must provide copy of the course certificate.

Fireground Strategies & Tactics for First Arriving Companies (FSTFAC) Module

Module Description:

The **Fireground Strategies & Tactics for First Arriving Companies** primary focus is structural firefighting but the lessons learned are applicable for any emergency scene. Elements of this module include scene size-up, decision making, determining incident strategies, and making tactical assignments. Also included are lessons on building construction, fire behavior and growth as well lessons for operating at common non-fire incidents such as motor vehicle accidents, propane and natural gas emergencies, and other typical non-fire emergencies. In addition to lecture and classroom activities this module utilizes scenarios to allow participants to employ their newly learned skills in real time.

Module Schedule:

Unit	Chapter	Chapter Title	Additional Activities	Time (Hours)
1		FSTFAC		3
2		FSTFAC	Quiz	3
3		FSTFAC		3
4		FSTFAC	Quiz	3
5		FSTFAC	Final Exam	3

NYS Fire Officer 1

Modular Course Delivery

Course schedule - all classes will be held at Mayville EOC

IFSTA has put out a NEW workbook that you will have to buy:

Fire and Emergency Services Company Officer 6th Edition (IFSTA)

ISBN: 978-087939650-3

22 Classes broken into five Modules – 3 hours each. **You will have to enroll in ALL FIVE modules through LMS.**

This is an online course that requires a laptop or tablet for ALL class sessions.

Monday through Friday classes start at 1830 SHARP!!

Saturday and Sunday classes start at 0900 and 1300 SHARP!!

Training authorization letter must be scanned into LMS or handed in.

ICS – 200.C AND Courage To BE Safe must be completed. These can be completed through Resource One. When you get your certificate, you can scan and send a copy to your Resource One (Preferred), or you can e-mail, or bring a copy to me.

If you have problems making classes, see the instructor.

ALL chapter quizzes must be **PASSED** after reading assignments prior to moving on to the next chapter. Passing grade is 70%. These will be done online through IFSTA resource one. Chapter quiz grades are part of final modular unit average. You can take the quizzes as many times as you like to get the highest grade.

2024 Fire Officer 1 Module Series Schedule

ALL CLASSES WILL BE HELD AT MAYVILLE EOC

Class #	Date	Time	Chapter Title	Chap/Reading pgs	Activities	Inst.
ORIENTATION	Mon. 1/15/24	1830-2130	Orientation			DW
Leadership/Supervision Class 1	Thurs. 2/1/24	1830-2130	The Company Officer	1	ICS - 200.C	DW
Leadership/Supervision Class 2	Tues. 2/6/24	1830-2130	Organizational Structure	2		DW
Leadership/Supervision Class 3	Thurs. 2/8/24	1830-2130	Leadership & Supervision	3		DW
Leadership/Supervision Class 4	Sun. 2/11/24 am	0900-1200	Human Resource Management	4		DW
Leadership/Supervision Class 5	Sun. 2/11/24 pm	1300-1600	Administrative Functions	6	Module Final Exam	DW
Planning Emergency Response Class 1	Thurs. 2/15/24	1830-2130	<u>Pre-Incident Surveys</u> Reaction of Building Construction to Fire	<u>Ch 10 pp 286-305</u> Ch 9 pp 245-258	Pre-incident surveys	DW
Planning Emergency Response Class 2	Sun. 2/18/24 am	0900-1200	Delivery of Emergency Services	Ch 11 pp 333-341		DW
Planning Emergency Response Class 3	Sun. 2/18/24 pm	1300-1600	Module Final Exam Work on Pre-Plans		Module Final Exam	DW
Co. Training / Community Risk Class 1	Tues. 2/20/24	1830-2130	Company Level Training	8		DW
Co. Training / Community Risk Class 3	Thurs. 2/22/24	1830-2130	Community Relations & Fire Inspections	Ch 9, Ch 6 pp 130-136 Ch 10 pp 265-285		DW
Co. Training / Community Risk Class 2	Sun. 2/25/24 am	0900-1200	Company Level Training	8	Training Presentations	DW / SFI
Co. Training / Community Risk Class 4	Sun. 2/25/24 pm	1300-1600	Module Final Exam Work on Pre-Plans		Module Final Exam	DW
FF Health & Safety Class 1	Tues. 2/27/24	1830-2130	Communications	Ch 5 Ch 11 pp 318-326	Courage To Be Safe	DW
FF Health & Safety Class 2	Thurs. 2/29/24	1830-2130	Communications Work on Pre-Plans	Communication Skill with Radios	Tour Dispatch	DW
FF Health & Safety Class 3	Sun. 3/3/24 am	0900-1200	Health & Safety Issues	7		DW
FF Health & Safety Class 4	Sun. 3/3/24 pm	1300-1600	Health & Safety Issues Present Pre-Plans	7	Module Final Present Preplans	DW
Fireground Strategies & Tactics Class 1	Tues. 3/5/24	1830-2130	FSTFAC	FSTFAC		DW
Fireground Strategies & Tactics Class 2	Thurs. 3/7/24	1830-2130	FSTFAC	FSTFAC		DW
Fireground Strategies & Tactics Class 3	Sun. 3/10/24 am	0900-1200	FSTFAC	FSTFAC		DW
Fireground Strategies & Tactics Class 4	Sun. 3/10/24 pm	1300-1600	FSTFAC	FSTFAC		DW

Fireground Strategies & Tactics Class 5	Tues. 3/12/24	1830-2130	FSTFAC	FSTFAC	Module Final Exam	DW
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**Fire Officer I
ResourceOne
Login Information**



**Fire Prevention
and Control**

The New York State Fire Officer I program utilizes the ResourceOne learning management system as part of the course administration and management. Students need to create a student profile and provide your unique user (the email address you register with) name to the instructor.

To create your profile:

- 1) Go to <https://r1.ifsta.org>
- 2) Click on (Login) on the top line
- 3) Click on "Create new account" in the right hand column
- 4) Complete the Account information, Fire Department information, and agree to the Site Policy Agreement
- 5) Click on "Create my new account"
- 6) Go to your email and verify your ResourceOne account

My User Name: _____

My Password: _____

Return This Portion to the Instructor

Student Name: _____

ResourceOne User Name: _____