Greetings,

The Department of Labor, Licensing and Regulation, Division of Fire and Life Safety is proud to be a part of the South Carolina fire service community. We strive to provide excellent service to our fire, EMS, and industrial customers, as well as the many groups, organizations, and agencies who utilize our facilities.

The Division is investing heavily in the Fire Academy infrastructure and working diligently to develop and deliver timely and relevant educational opportunities. Some things have changed, others are changing, and still others will change. All this is to create an environment to enhance your experiences, increase opportunities, and further the mission of the Division.

Please take some time to explore the contents of this catalog; I do believe there is something here for everyone. I look forward to seeing you on campus, or at a regional site, and encourage each of you to take advantage of the many available programs and activities.

Work smart, work safe.

Respectfully,

Robert Polk
State Fire Marshal/Deputy Director

Thank you for your interest in the South Carolina Fire Academy. I trust this catalog provides you with vital information regarding updated main campus and regional course descriptions.

To benefit the fire service and offer the best and up-to-date training available, staff members work daily on updating older curriculum and developing new courses. To assist the developers with new curriculum, we also utilized subject matter expert groups.

Additionally, after lengthy review, Academy policies have been updated and I encourage you to take a moment to review these updates. To upgrade many of our aging props and the facility, the Division has also developed a capital improvement plan.

Collectively, all of the above is to provide the best training for current and future South Carolina firefighters. As I like to say, “Firefighters are always students - learn something new every day!”

Respectfully,

Ken Kerber
Superintendent/
Assistant State Fire Marshal
1. Define and advocate the need for a cultural change within the fire service relating to safety; incorporating leadership, management, supervision, accountability and personal responsibility.

2. Enhance the personal and organizational accountability for health and safety throughout the fire service.

3. Focus greater attention on the integration of risk management with incident management at all levels, including strategic, tactical, and planning responsibilities.

4. All firefighters must be empowered to stop unsafe practices.

5. Develop and implement national standards for training, qualifications, and certification (including regular recertification) that are equally applicable to all firefighters based on the duties they are expected to perform.

6. Develop and implement national medical and physical fitness standards that are equally applicable to all firefighters, based on the duties they are expected to perform.

7. Create a national research agenda and data collection system that relates to the initiatives.

8. Utilize available technology wherever it can produce higher levels of health and safety.

9. Thoroughly investigate all firefighter fatalities, injuries, and near misses.

10. Grant programs should support the implementation of safe practices and/or mandate safe practices as an eligibility requirement.

11. National standards for emergency response policies and procedures should be developed and championed.

12. National protocols for response to violent incidents should be developed and championed.

13. Firefighters and their families must have access to counseling and psychological support.

14. Public education must receive more resources and be championed as a critical fire and life safety program.

15. Advocacy must be strengthened for the enforcement of codes and the installation of home fire sprinklers.

16. Safety must be a primary consideration in the design of apparatus and equipment.

LEARN MORE: www.EveryoneGoesHome.com

This program is made possible through the efforts of the National Fallen Firefighters Foundation with funding provided by the Department of Homeland Security, Assistance to Firefighters Grant and the generosity of Fireman’s Fund Insurance Company.
Table of Contents

Greetings 1
16 Firefighter Life Safety Initiatives 2
Staff 4-5
History/Organizational Overview 6-7
Elements of 2014 Annual Report 8-12
Resident Site & Regional Information 13-14
Communications 15
Certification 16-18
Online Training 19-20
Career & Technology Center Firefighter Programs 21
Course Descriptions 22-56
Policies 57-73
Fees 74-79

S.C. Division of Fire and Life Safety
141 Monticello Trail
Columbia, SC 29203

(803) 896-9800 | www.scfa.state.sc.us
Operational Hours: 8:30 A.M. - 5 P.M.
Monday - Friday except state holidays

June to December Edition
STAFF

Resident Training
Front: David Crossland, Sean Davis
Middle: Mark George, Lenny Busby, David Coates
Back: Jason Bobb, Terrell Brown

Records and Registration
Front: Gloria Evans, Carol Baker, Caren Canup
Back: Sherri Bush, Karen Rivera, Amy Williamson

Facilities
Front: Roger Moore, Ray Reckelhoff
Middle: Jerry Griggs, Matt Monroe, Charles Owen
Back: Danny Rawls, John Kester
Training and Development

**Front:** Fred Brandt, Russ Friar, Greg Mundy

**Middle:** Daniel Henson, Bob Simpson, Bonita Watters, Clarence Bennett, Holt Black

**Back:** Nathan Mansfield, Rick Dunn, Mike Dunlap

**Not Pictured:** Kimberly White, Kristie Watson, William Renken, Amanda Highland

Marketing and Communications

Jenna Pritchett

Hospitality

**From left:** Stanley Williams, Curtis Jermstad

Regional Training

**Front:** Brent Turner, Phillip Russell, Miranda Turner

**Back:** Duane Cassidy, JD McCarley, Dwayne Duncan
The South Carolina Fire Academy’s rich history began in the 1800s as fire chiefs, officers, and firefighters organized gatherings to meet and discuss firefighting best practices and participate in tournaments.

In the early 1900s, the State Insurance Commissioner, F.H. McMaster initiated a number of programs designed to educate the public and the importance of supporting skilled and well trained fire personnel. Later in the 1900s, fire apparatus manufacture representatives trained fire department personnel on the use of their newly acquired equipment.

A statewide fire training program was initiated by the Department of Technical Education in the mid-1960s. This initiative resulted in training for a number of part-time instructors to teach the 42-hour “Essentials” manual. In 1972, to build a fire training center, 10 acres were acquired across from the Columbia Metropolitan Airport. Two years later, the facility opened as the Institute of Fire Technology under Midlands Technical College with classrooms, burn buildings, and a drill tower.

In 1976, the fire training program became independent from Midlands Technical College and the name was changed to the South Carolina Fire Academy. To provide more centrally located services, two regional offices were opened to provide equipment and a film library for the fire service.

Six years later, in 1982, the state fire service began to outgrow the Airport facility. The volume of students began to take a toll on the buildings and community around the facility. To meet the needs of the fire service, two more regional offices were opened.

In 1991, to explain the growing need for a new Fire Academy, regional meetings were held with members of the S.C. General Assembly. The S.C. Firemen’s Association worked with the Academy director to acquire funding for a new facility through a State Bond Bill ultimately passed by the General Assembly. The Academy also received a grant from the Federal Aviation Administration to construct Aircraft Rescue Firefighting props. In December of 1992, ground was broken for the new S.C. Fire Academy on the current 208 acre site off Monticello Trail in Columbia.
Now...
Three years later, restructuring of state government moved the State Fire Marshal's Office and the Academy to the S.C. Department of Labor, Licensing, and Regulation, resulting in the creation of the Division of Fire and Life Safety Feb. 1, 1994.

The new S.C. Fire Academy opened on the current site and live fire training began July 1, 1995.

Today, the S.C. Fire Academy is one of the premier firefighting training academies in the country. The mission, “We provide fire and life safety programs and services that enhance quality of life for South Carolina citizens, visitors, and firefighters” is demonstrated daily through the commitment to the state’s fire service through comprehensive fire and emergency services training to an average 30,000 students per year. This statewide training network uses full and part-time instructors who deliver NFPA-based training through face-to-face and web-based delivery methods. The Academy is nationally accredited to 18 occupational levels through the International Fire Service Accreditation Congress (IFSAC) and the National Board on Fire Service Professional Qualifications (ProBoard). The Academy’s expanded web-based resources include the distribution of instructor and student resources as well as a “one-stop” student interface through the use of the Fire Portal. Created in 2014, the Fire Portal allows students to check course descriptions, register for classes, update contact information, and receive grades and transcripts.
The Fire Academy’s mission is to provide statewide training for South Carolina fire service personnel: paid, volunteer, airport crash rescue firefighters, industrial fire brigade, and other emergency response personnel. Through more than 200 different courses and the ability to customize programs, the South Carolina Fire Academy provides basic and advanced training for firefighters, fire officers, instructors, and fire department support functions, which include public fire education, fire prevention, inspections, and fire investigations.

The Fire Academy offers training to in-state firefighters, out-of-state firefighters, non-member “Open Enrollment” students, Boy Scouts of America “Explorer, Learning for Life,” and Junior Firefighter programs for students 16 and 17-years-old. The Fire Academy also provides training to local EMS, police, emergency management, and rescue squad personnel.

Fire Academy training is based upon the National Fire Protection Association (NFPA) standards and S.C. OSHA regulations. The Academy also focuses its programs on the Fallen Firefighters Foundation’s 16 Life Safety initiatives and its “Everyone Goes Home” program. The “Everyone Goes Home” program focuses on firefighter safety and reducing the number of line-of-duty deaths and injuries.

After successful completion of a self-assessment and site visit, the Academy received a five-year reaccreditation from the International Fire Service Accreditation Congress (IFSAC). The Academy was issued accreditations for 18 fire service occupational levels.

For the first time, the Academy also applied for and received accreditation from the National Board on Fire Service Professional Qualifications (Pro Board) after completing a self-assessment and site visit. The initial accreditation from Pro Board was issued Jan. 15, 2015, for 16 levels. Accreditation through IFSAC and Pro Board validates the Academy’s certification testing as having met the rigors of review and ensures it meets national standards. This accreditation also ensures uniformity of qualifications which, in turn, allows students trained and tested at the Academy more mobility to/from other accredited states.

Throughout the year, the Academy provides a minimum of four on-site Firefighter Recruit programs. The number of programs conducted are based on department and student demand. The eight-week program requires each recruit to reside at the Academy in an on-site fire station and adhere to a strict instruction schedule. If successful, each recruit achieves nine Academy certificates, including National Accredited Firefighter I and Firefighter II.

In FY 2015, the Academy provided four fire recruit programs and 83 students successfully completed training. Recruits were from 62 different departments in South Carolina. Five students were from two foreign countries.

South Carolina has 536 fire departments with more than 17,300 firefighters. In FY 2015, across the state, the Academy operated and provided 342 days of training. The Columbia site was open 309 days during this same time period (compared to the state employee work year of 247 days). The featured chart reflects a five year perspective of the total number of training programs (courses) provided and students attending and completing the courses.
2015 SOUTH CAROLINA FIRE FATALITIES

SCFIRS Team
Community Risk Reduction
803-896-1250
SCFIRS@llr.sc.gov
2015 Fatalities

Year to date (March 16, 2016)

<table>
<thead>
<tr>
<th>Category</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Fatalities</td>
<td>78</td>
</tr>
<tr>
<td>Number of Fatal Incidents</td>
<td>67</td>
</tr>
<tr>
<td>Number of Multiple Fatalities</td>
<td>10 incidents</td>
</tr>
<tr>
<td>Number of Residential Fire Deaths</td>
<td>63</td>
</tr>
<tr>
<td>Median Age</td>
<td>60 years old</td>
</tr>
<tr>
<td>Percent Older than 50 Years of Age</td>
<td>68%</td>
</tr>
<tr>
<td>Percent Male</td>
<td>60%</td>
</tr>
</tbody>
</table>

Ages of Victims

- Younger than 20: 12%
- 20-50: 21%
- Older than 50: 68%

Five Year Comparison

Fire Fatalities by Month

<table>
<thead>
<tr>
<th>Month</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Feb</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apr</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jun</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jul</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aug</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sep</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oct</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nov</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dec</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Number of Fatalities
2015 Fatalities

Residential Fire Fatalities
Most Probable Cause of Fires

Activity at Time of Injury
Number of Fatalities in homes with Smoke Alarms present

Alarm Present
- No
- Unknown
- Yes

Number of Fatalities
- Unknown
- Escaping
- In the kitchen / Not cooking
- Medical event
- Refueling
- Rescue attempt
- Sleeping
- Smoking
- Standing in hallway

- 23
- 20
- 18
RESIDENT SITE AND
REGIONAL INFORMATION

DIRECTIONS TO RESIDENT SITE

From Interstate 20, take Exit 68 and turn north on Monticello Road (S.C. 215).

Travel about 4.3 miles north to Monticello Trail and turn left. The road will narrow from four to two lanes about ¼ mile before the turnoff.

The Fire Academy complex is about ¼ mile down Monticello Trail on the left.
SCFA General Store

The Academy store is located in the cafeteria on the Columbia campus. It is available to students, employees, and visitors and offers a wide assortment of Fire Academy related apparel and souvenir options. Our staff adds new items on a regular basis. The hours of operation are 7 a.m. - 2 p.m. The store accepts cash, check, or credit cards. At this time, store items are not available for Internet purchase.

REGION 1
Dwayne Duncan
1830-A West Georgia Road
Simpsonville, SC 29680
Office: (864) 228-0101
Fax: (864) 228-3532

REGION 2
JD McCarley
2500 McFarland Road
York, SC 29745
Office: (803) 628-9140
Fax: (803) 628-9141

REGION 4
Duane Cassidy
216 Dozier, Blvd.
Florence, SC 29501
Office: (843) 664-0682
Fax: (843) 664-0836

REGION 6
Miranda Turner
23A Citadel Drive
Aiken, SC 29803
Office: (803) 331-6863
Fax: (803) 896-9856

REGION 0
Katherine Iseman
141 Monticello Trail
Columbia, SC 29203
Office: (803) 896-9874
Fax: (803) 896-9856

Phillip Russell, Regional Manager
Cell: (803) 518-2518
The Academy uses a variety of media (listed below) to communicate with students and department leadership. Staff is available to answer questions and assist chiefs, training officers, and students. A complete list of emails and phone numbers are listed on the Academy website.

**Public Fire Service Catalog** – This catalog provides information about the Academy and program areas. It also lists training courses offered to the public fire service, regardless of the method of delivery, along with a detailed description of each course, and prerequisites. Class sizes, course fees, general policies, and procedures are also included.

**Brochures** – Each year, to advertise program areas and classes, the Academy publishes a number of special brochures. These publications range from the National Fire Academy S.C. Weekend to Southeastern Fire School. Brochures and other class announcements are available at [www.scfa.state.sc.us](http://www.scfa.state.sc.us).

**Fire Portal** – This web-based resource provides fire department personnel with a schedule of classes to be delivered as resident (on-site) or regional (off-site) and includes detailed information regarding the days, hours, and specific locations. This schedule is primarily published twice a year in January and July, but additional classes are added throughout the year. Located at [https://fire.llr.sc.gov/Portal/](https://fire.llr.sc.gov/Portal/), the Fire Portal is a “one stop shop,” used for multiple functions such as allowing fire chiefs (and administrators) to electronically submit SLED checks, file mandatory reports, update rosters, and revise Firefighter Mobilization records. Training officers are also able to approve/register firefighters for classes, run selected performance reports, and view a complete training schedule. Once an email is provided for login access, an individual firefighter is able to sign up for a class as well as view a current Academy transcript.

**Website** – The Academy maintains a comprehensive website where specific program areas and information is available. The website also provides a marketing banner advertising upcoming classes and important Academy information. It also contains a link to the Fire Portal which lists class schedules and registrations. Visit [www.scfa.state.sc.us](http://www.scfa.state.sc.us).

**Social Media** - Our social media presence includes:

**Twitter** - “@SCStateFire” - With almost daily updates, this account currently has hundreds of followers with the majority being firefighters, specific fire departments, and chiefs. It also allows the Division to follow other Twitter accounts consisting of South Carolina fire departments, state, and federal agencies. Immediate information and special programs are distributed using Twitter.

**Facebook** - “South Carolina Fire Academy” – This page is a place for upcoming events and special classes. If you have a Facebook page, you are invited to “like” the South Carolina Fire Academy.
Fire Service Professional Certification

Membership in IFSAC and ProBoard currently consists of more than 80 organizations, including more than 40 states, the U.S. Department of Defense and armed forces branches, the Canadian Department of Defense, and other organizations around the world.

In 1993, the South Carolina Fire Academy was initially accredited by the International Fire Service Accreditation Congress (IFSAC) in five separate occupational certification areas for municipal fire service personnel. In 2015, the Academy was also accredited through the National Board on Fire Service Professional Qualifications (ProBoard). This dual accreditation ensures uniformity of qualifications, which allows students trained and tested at the S.C. Fire Academy more mobility to or from other accredited states.

Current IFSAC and ProBoard certification levels

The Academy is currently accredited in the following levels:

- NFPA 1001 Firefighter I
  Firefighter II
- NFPA 1003 Airport Firefighter I
- NFPA 1021 Fire Officer I
  Fire Officer II
- NFPA 1041 Fire Instructor I
  Fire Instructor II
- NFPA 1002 Driver/Operator - Chapter IV (IFSAC only)
  Driver/Operator Pumper
  Driver/Operator Aerial
  Driver/Operator Mobile Water Supply
  Driver/Operator ARFF
- NFPA 472 Hazardous Materials Awareness
  Hazardous Materials Operations – Core
  Hazardous Materials Operations – Product Control
  Hazardous Materials Operations – PPE
- NFPA 1035 Fire and Life Safety Educator I
  Youth Firesetter Intervention Specialist I
The S.C. Fire Academy offers evaluation of previous certifications and training from other accredited state or training entities. It is the policy of the Academy to offer reciprocity or equivalency for occupational level certifications issued by proper agencies. The SCFA does not offer equivalency for individual courses except those listed due to being prerequisites for certification. This program is available only to current, active members of South Carolina fire departments.

**Equivalency:** The awarding of program credit (e.g. Firefighter I) is to individuals certified or trained at an occupational level to a national standard by an entity not accredited by IFSAC or ProBoard. In order to receive transcript credit levels, an applicant must submit proper documentation showing equivalency to the NFPA occupational level requested. Upon approval by a member of the SCFA Accreditation staff, the applicant may receive equivalency. If pursuing certification, in some cases, written and skills testing may also be required.

**Reciprocity:** The awarding of certification, without any required testing, is for individuals who have been certified at an occupational level by an IFSAC or ProBoard accredited entity. The certification must be in one of the occupational levels offered by the SCFA.

To apply for Equivalency or Reciprocity credit, an individual must complete the Application for Equivalency or Reciprocity and it must be signed by the fire chief or designee. For information concerning Equivalency/Reciprocity, visit the website under “Accreditation/Certification” or contact via email at SCFA.Reciprocity@llr.sc.gov or by phone at (803) 896-9836.

**Certification Testing**

Once the candidate has verified training in a specific occupational level, the practical and written portions of certification exams are administered in connection with SCFA training programs that are accredited or as part of a challenge process. Refer to the Certification Table to determine which method of testing is used for each specific level.

Separate written certification challenge testing is offered throughout the state during the year. Due to the need for verification of prerequisite courses, pre-registration is required, and a walk-in registration is not allowed for written certification exams. Free certification is offered to eligible South Carolina public fire service members. To register for a challenge certification exams, refer to the Fire Portal under “Certification Exams.”

**Preparing for Written Certification Exams**

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

Each certification exam is based entirely and solely on the NFPA standard for that level. For example, to prepare for the Firefighter I exam, candidates should review the NFPA 1001 - Level I standard as well as the text book for the classes. Students should also review the validated study material lists provided with each level of certification. A certification test may reference more than one manual or resource, and students should refer to the standard for the specific information to be tested.
Since the philosophy of a certification exam is to measure the student’s overall knowledge within a specific occupational area as well as the depth of that knowledge, students should fully prepare for the examination. Many test questions are quite specific and detailed to a particular skill or task. There are a number of test preparation textbooks and programs available. While these are neither required nor endorsed, they may help a student to identify strengths and weaknesses and to further prepare for the examination process. Refer to the Accreditation/Certification section of the website for certification sample questions and retest information.

Preparing for a Practical Certification Exam

Practical certification exams may be conducted at the conclusion of certain courses, while others are part of a Challenge process. For example: Firefighter I Practical Certification Exam is conducted at the conclusion of course 1153 - NFPA Firefighter I or 1402 – Hybrid Firefighter I.

Based on this evaluation method, these courses are prerequisites to completing the written certification examination. Students who are successful in the course should be prepared to take the practical skills exam. However, since the practical skills examinations contain several objectives, which they may be asked to perform, students should be prepared to perform the manipulative or practical objectives listed in the NFPA standard for that certification level. All practical skills tests are graded on a “pass/fail” system with a passing score required for successful completion of the certification exam. “Passing” means the student performed the skill correctly, while “failing” means the student performed the skill unsafe or to the point of being ineffective.

Should an individual fail to earn a passing grade on a manipulative skill on the first attempt, he is eligible for an immediate second attempt. A third attempt can be granted by the lead evaluator if on the first and second attempt the student completed 50 percent or greater of the required skill steps on each previous attempt. This must be done with no coaching from the evaluator. The student may be told what steps he failed. No additional information may be provided.

Appeals Policy

A participant may exercise his/her appeal rights under the following conditions:
- Non-compliance to written testing procedures and policies
- Validity of test questions or answers
- Discrimination

Participants must send a written appeal request to the Training and Development Director within 30 calendar days of the date of the alleged occurrence.

The South Carolina Fire Academy shall follow all appeal policies as published in AP-011, the South Carolina Fire Academy Accreditation/Certification Policy.
Web-Based and Online Courses

The S.C. Fire Academy offers online independent study and mixed delivery courses through our online learning community. These training categories offer alternate delivery methods, and shorten or eliminate in-class time for students who may otherwise not be able to travel to attend traditional courses. The Academy’s training website, scfaonlinetraining.org, currently serves thousands of users with an average student base of more than a 1,000 each month.

Independent study courses provide strictly web-based instruction and include multimedia presentations, video instructions, written activities, and competency testing. Students are not required to attend face-to-face classes. We offer several courses in an “open enrollment” format that do not require student registration.

The mixed delivery courses, blended, and hybrid combine the instructor-led face-to-face sessions with web-based training.

In a “blended” course, students first meet in person with the instructor, and afterwards work several weeks on their own in a “virtual classroom.” At the end of the course, the students and instructor meet as a group. The final session consists of a class discussion and the completion of comprehensive written and skills testing. Examples of blended classes include Fire Instructor I and Fire Officer I.

A “hybrid” course allows more time for in-person skill development. Students meet regularly to participate in review sessions and hands-on skills training. Outside of class, students complete textbook reading assignments, watch training videos, and complete interactive web-based assignments and assessments. To qualify for the state or national certification test, students must complete all online components. Hybrid courses include Firefighter I, Firefighter II, Career and Technology Center Firefighter I and Firefighter II, and Hazardous Materials Operations.

For more information, visit scfaonlinetraining.org
COURSES AVAILABLE ONLINE

Open Enrollment

3309 - Introduction to Technical Rescue
1414 - Photovoltaic (PV) 101
1480 - Fire Chief 101
1410 - Emergency Vehicle Response Awareness
1415 - Emergency Response to Highway Incidents
1450 - Improving Tactical Decision Making
1451 - ISFSI - Thinking Firefighters
ISFSI - Modern Construction Considerations for Company Operations

Self-Study Requiring Preregistration

1427 – Hazardous Materials Awareness

Hybrid

1402 – Hybrid Firefighter I
1403 – Hybrid Firefighter II
1429 – Hybrid Hazardous Materials Operations
1196 – CTC Firefighter I
1197 – CTC Firefighter II

Blended

2101 – Blended Fire Officer I
4170 – Blended Fire Instructor I

SCFAONLINETRAINING.ORG
NEW. SIMPLE. REDESIGNED.
Developed in partnership with the S.C. Fire Academy, S.C. State Firefighters’ Association, the State Department of Education, and local school districts, this unique program enables high-school students to prepare for professional firefighter certification. Students who successfully pass the course and the national certification exams become eligible for certification on their 18th birthday. With advanced approval, their certifications can also be applied toward a college degree.

-Career and Technology Center Firefighter Programs

- Lancaster County Career and Technology Center
- Westwood High School
- Center for Advanced Technical Studies, Lexington District 5
- Anderson Districts I & II Career and Technology Center
- Clinton Dept of Public Safety
- Enoree Career and Technology Center
- Golden Strip Career Center
- J. Harley Bond Career Center
- Pickens County
- Fairfield Career and Technology Center
- Cherokee Technology Center
- Newberry County Career Center

- Union County Career Center
- Horry County Academy for Technology and Academics
- Cheraw High School
- Florence Career Center
- Georgetown High School
- Aiken Career Center
- Lexington Technology Center
- Barnwell Co Career Center
- Lake City High School
- Sumter Career & Tech Center
- Bluffton High School
- Goose Creek High School
- Dorchester County Career and Technology Center
- Abbeville Career and Technology Center
The S.C. Fire Academy has developed multiple delivery methods to achieve the NFPA Firefighter I and II levels. These methods include: traditional drill style recruit school programs, modular regional delivery, hybrid and career and technology center/high school partnerships and the Academy recognized Basic Responder programs.

**Recruit Delivery Methods**

**1151: Recruit Firefighter**
Prerequisite: None
Contact Hours: 320
Note: On-campus delivery only

An eight-week program takes the student from recruit level through certification at the NFPA 1001 - Firefighter II level. This program covers all aspects of firefighting including: fire behavior, protective equipment, hose, ventilation, salvage and overhaul, and fire attack. It also includes CPR and first aid, incident command, hazardous materials operations, auto extrication, and Rescue the Rescuer. Successful students will be certified to Firefighter I and II by the International Fire Service Accreditation Congress (IFSAC) and National Board on Fire Service Professional Qualifications (ProBoard).

Physical fitness training is part of the program. Students will be housed at the Academy fire station and perform standard station duties. Upon successful completion, the candidate will be a certified Firefighter II and qualified at the Hazardous Materials Operations level. Fees includes housing, breakfast and lunch.

For more information, please contact Terrell Brown at Terrell.brown@llr.sc.gov or (803) 896-9819.

**1155: Regional Recruit NFPA Firefighter I**
Prerequisite: First Aid and CPR
Co-requisite: Hazardous Materials Awareness-level training and *Hazardous Materials Operations (HMO)-level training *. (Students may enroll without HMO, but will not receive certification until prerequisite is met.)
Contact Hours: 140

This course uses traditional instructional methods in a regional recruit program designed to take the student to the first level of firefighter as recognized by the National Fire Protection Association (NFPA), the International Fire Service Accreditation Congress (IFSAC), and National Board on Fire Service Professional Qualifications (ProBoard). It combines the fundamentals of firefighting course (1152) and Firefighter I (1153) in a drill style recruit program with an expanded certification evaluation and written exam.
Modular Delivery

This category of courses, taught through in-house and catalog delivery, focuses on classroom instruction, hands-on training, independent study, skills assessment, and formal examination to certify students as firefighters in a modular format.

1152: Fundamentals of Firefighting
Prerequisite: None
Contact Hours: 105

This course is designed to help fire departments meet the fundamentals of firefighting and cover fire ground skills. Subjects include: fire behavior, fire extinguishers, personal protective equipment, SCBA, ladders, fire hose, fire streams, search and rescue, interior fire attack, and self-survival. Additional training may be required by the Authority Having Jurisdiction (AHJ) to meet the department's minimum requirements.

This course is the first step to being qualified as a firefighter in South Carolina. This course does NOT qualify an individual to make entry into an imminent danger life hazard (IDLH) environment at a fire scene. Fire service personnel should pursue the additional courses to complete the Firefighter I standard.

1153: Firefighter I
Prerequisite: 1152, First Aid and CPR, Hazardous Materials Operations-level training
Contact Hours: 65

This course is designed to complete training to the NFPA Firefighter I level from the Fundamentals of Firefighting (1152) course. Successful students will be certified to Firefighter I by the International Fire Service Accreditation Congress (IFSAC) and National Board on Fire Service Professional Qualifications (ProBoard). Subjects include: building construction, ropes and knots, forcible entry, ventilation, water supply, salvage, overhaul, communications, fire prevention, and community risk reduction.

1154: Firefighter II
Prerequisite: NFPA Firefighter I and 3330 Basic Auto Extrication
Contact Hours: 44

This course is designed to take the student to the final level of firefighter, as recognized by the National Fire Protection Association (NFPA) and certified by the International Fire Service Accreditation Congress (IFSAC) and National Board on Fire Service Professional Qualifications (ProBoard). Subjects include: incident management, building collapse and special rescue, hose tools and appliances, hydrant flow and operability, fire detection and alarm systems, fire cause, pre-incident planning, reports and communications, and coordinating fire attack.
Hybrid Delivery

Using online and technology resources through scfaonlinetraining.org, these training programs offer an alternate delivery method for students who otherwise may not be able to travel to attend traditional courses or with a reduction in contact hours. Students complete an online independent study portion while participating in face-to-face cognitive and skill development sessions. The online portion also includes competency testing through online chapter/module tests. Student must participate in instructor-led review and skill development sessions where the skills are taught, practiced, and evaluated. For more information, visit scfaonlinetraining.org.

Technology Requirements: Computer with high-speed Internet connection and Adobe Flash.

Note: Flash may not be available on mobile devices.

1402: Hybrid NFPA Firefighter I
Prerequisite: First Aid and CPR, Hazardous Materials Awareness-level training
Co-requisite: Hazardous Materials Operations (HMO)-level training. (Students may enroll without HMO, but will not receive certification until prerequisite is met.)
Contact Hours: 96 (additional online and supplemental instruction time will be required)

This course, using online and traditional instructional methods, is designed to take the student to Firefighter I, the first level of firefighter as recognized by the National Fire Protection Association (NFPA) and certified by the International Fire Service Accreditation Congress (IFDAC) and National Board on Fire Service ProfessionalQualifications (ProBoard). Subjects include: fire behavior, fire extinguishers, personal protective equipment, SCBA, ladders, fire hose, fire streams, search and rescue, interior fire attack and self-survival as well as building construction, ropes and knots, forcible entry, ventilation, water supply, salvage, overhaul, communications, fire prevention, and community risk reduction.

Portions of the class will be completed online, under the guidance of an instructor, to include traditional classroom sessions and the completion of skills. This course includes elements of 1152 – Fundamentals of Firefighting, and 1153 – Firefighter I.

1403: Hybrid NFPA Firefighter II
Prerequisites: NFPA Firefighter I and Vehicle Extrication
Contact Hours: 44

This hybrid course is designed to take the student to the final level of firefighter, Firefighter II as recognized by the National Fire Protection Association (NFPA) and certified by the International Fire Service Accreditation Congress (IFDAC) and National Board on Fire Service Professional Qualifications (ProBoard). Subjects include: incident management, building collapse and special rescue, hose tools and appliances, hydrant flow and operability, fire detection and alarm systems, fire cause, pre-incident planning, reports and communications, and coordinating fire attack.

Portions of the class will be completed online, under the guidance of an instructor, to include traditional classroom sessions and the completion of skills.
S.C Basic Responder Program (SCBRP)

The Certified S.C. Fire Academy Basic Responder Program (SCBRP) is a training program intended specifically for S.C. firefighters—volunteer and career—that enables members to train for Academy core competencies in a modularized, job specific format. This program allows department personnel to lead the instruction, classroom, and practical skills, while under the guidance of their department's Fire Chief. The Chief of the department qualifies the member's skill competency and testing through a written examination.

Classes are taught using the department's in-house instructors, equipment, and facilities, while being supported by the Academy through student materials and curriculum. Members who have previous Academy training can also participate and enter the program at the appropriate level of instruction. All courses are based on NFPA 1001 Firefighter I standards.

Upon successful completion, the fire service member receives a South Carolina Fire Academy certificate. This process allows the student to demonstrate the knowledge and skills to complete the specific jobs required by their department, while satisfying the training requirement for the department.

IFSAC/ProBoard Certification Testing

Upon successful completion of all four SCBRP fire levels (1701, 1702, 1703, and 1705) and Hazardous Materials Operations level training, the candidate has demonstrated equal training to NFPA 1001 Firefighter I. Based on Academy Accreditation/Certification Procedures (AP-11), they may challenge the Firefighter I IFSAC/Pro Board Certification. Skills and written evaluations will be required. For information, contact your regional coordinator.

1701: South Carolina Basic Fire and Emergency Responder
Prerequisite: None
Contact Hours: 24

This is an introductory course to the fire service level of the program. Job tasks for this level of responder include required duties around the station and an introduction to the fire service. While this level of responder does not respond to the emergency scene, he provides an invaluable service to his department and community - not only through his job functions, but through sharing life experiences and using individual strengths to maximize the efficiency of the departments and communities he serves.

To qualify for this level of certification, a responder must also complete his department’s First Aid/CPR program.
Course Descriptions

1702: South Carolina Basic Fire Ground Support Operations  
Prerequisite: 1701  
Contact Hours: 32

To qualify for this level of certification, responders must also complete the following web-based classes (also available in traditional delivery): Emergency Response to Highway Incidents, and Emergency Vehicle Response: Awareness, and Hazardous Materials Awareness.

Certified Fire Ground Support personnel respond to the emergency scene, but operate outside the IDLH/collapse zone. Job tasks for this level of responder include establishing water supply, setting up traffic control zones, handling firefighter rehabilitation, changing and filling air cylinders, rolling and loading hose, and other on-scene duties.

1703: South Carolina Basic Exterior Firefighter  
Prerequisite: 1702 or 1152, 1121/1131 or equivalent.  
Contact Hours: 50

A Basic Exterior Firefighter performs tactical firefighting operations from a position outside of any potential collapse zone and/or IDLH atmosphere.

Job duties at a structural fire include hoisting equipment, scene lighting, deploying ground ladders and ventilation fans, advancing and operating exterior hoselines, and assisting with salvage operations. They may also perform tactical firefighting operations on basic wildland and vehicle fires.

1704: South Carolina Basic Rescue Response  
Prerequisite: 1703 (Requires knowledge of PPE based on work to be assigned by the AHJ)  
Contact Hours: 10

S.C. Basic Rescue personnel respond to vehicle collisions and perform extrication at the local level. Through this level, the member will have demonstrated a basic understanding of vehicle extrication, vehicle stabilization, and control zones using their department's equipment.

1705: South Carolina State Certified Interior Firefighter  
Prerequisite: 1703  
Contact Hours: 32

The Interior Firefighter operates as a fully functional interior structural firefighter under the direct supervision of a more senior-level firefighter.

Through this level, the member will have demonstrated a basic understanding of interior structural firefighting, interior search and rescue techniques using their department's policies and procedures. This member may perform operations in a potential IDLH atmosphere and is certified by the State of South Carolina to perform interior firefighting.
Additional Firefighter Level Training

1139: Rescuing the Rescuer  
Prerequisite: Firefighter I or 1152 or 1121 or 1703  
Contact Hours: 20

This course addresses a number of pressing issues facing today’s firefighter—firefighter survival. It provides the basic knowledge and skills needed to identify when to call a “Mayday,” initiate self-rescue, and/or rescue a fellow firefighter. The course includes a review of case studies, statistical data, and the impact of rescuing a downed firefighter. The primary focus is to reduce putting firefighters in these situations and, if it happens, what is needed to survive.

1140: Rapid Intervention Crew (RIC)  
Prerequisite: 1139 or equivalent  
Contact Hours: 16

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

1160: Truck Company Operations for Residential Occupancies  
Prerequisite: Firefighter I or 1152 or 1703  
Contact Hours: 16

This course addresses the operations traditionally assigned to truck companies, but can (and should) be done at nearly every structural fire incident by any fire ground company. Topics include, fire ground support operations, enhanced fire behavior, firefighter safety and survival, ground ladders, size-up, access, and ventilation. Specific classroom activities help the student grasp the material presented in the classroom.

1181: Wildland Fire Training For Structural Firefighters  
Prerequisite: Firefighter I or 1152 or 1121 or 1703  
PPE: Wildland F/F gear (preferred) or Structural F/F gear  
Contact Hours: 16

This course provides a structural firefighter with the basic knowledge and understanding of hazards associated with Wildland firefighting and the cooperative efforts and assistance the South Carolina Forestry Commission (SCFC) will provide once on scene. The course will cover working safely with the SCFC, the basics of wildland fire, weather, and hose lays, LCES, watch-out situations, suppression, and mop up operations in the Wildland environment.
Course Descriptions

1182: Wildland Urban Interface Structure Protection
Prerequisite: Firefighter I or 1152 or 1121 or 1703.
Recommended Prerequisite: 1181
PPE: None
Contact Hours: 8

This course provides a structural firefighter with the additional knowledge and concept of structure triage in the Wildland Urban Interface. Structure triage and the process it pertains to pre-incident and incident planning are foundations of the course. From a table top presentation, each student will evaluate and triage a community of homes nestled among the Wildland environment. Topics of discussion include: rural and urban water supply, access roads and security measures for those Wildland vacation community homes, landscaping and land management. The use of foam and foam gels in structure protection is also addressed.

1135: Structural Burn Refresher
Prerequisite: Firefighter I or 1122, 1131 or 1152 or 1705
Contact Hours: 8

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

1136: Flammable Liquids and Gas Firefighting
Prerequisite: Firefighter I or 1152 or 1121 or 1153 or 1703
Contact Hours: 8

This course is designed to be a basic course in flammable liquids/gas firefighting. Subjects include basic theory, foam application and valve manipulation, tactics, and strategy. This course is ideal for a student who has completed Firefighter I and desires to further his training.

1176: Pipeline Emergencies
Prerequisite: None
Contact Hours: 12

This course is designed for emergency responders from public safety, and other safety organizations and will benefit fire and rescue personnel, members of hazardous materials response teams, and industrial emergency response teams. Topics include: primary regulations and standards governing operations and design of pipeline systems, common products found in pipelines, along with physical and chemical properties, and tactical procedures for pipeline response. Several pipeline response scenarios will be conducted.
1177: Responding To Utility Emergencies
Prerequisite: None
Contact Hours: 8

This course provides a “street smart approach” for emergency first responders responding to utility emergencies. Topics include the need for utility company response, most common utility hazards, response issues, and the hazards associated with electric and gas generations, transmission, and distribution. Several case histories will be reviewed during class.

8118: Positive Pressure Ventilation
Prerequisite: None
Contact Hours: 6

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

8316: Traffic Incident Management (TIM)
Prerequisite: None
Contact Hours: 4

This National Fire Academy course is designed to define the four main components of Traffic Incident Management in the TIM Responder Training Program, help responders recognize dangers encountered working in or near traffic, list the principal laws that relate to responder safety, and safe, quick clearance. It also covers how the Manual on Uniform Traffic Control Devices (MUTCD) relates to TIM. It differentiates between Move it and Work it incidents, defines lane plus 1 blocking and the need for it, as well as the safe practices for working around or avoiding the ZERO buffer and the need for the advanced warning area.

Driver Operator Curricula

1205: Emergency Vehicle Response Awareness
Prerequisite: None
Contact Hours: 4

This course provides the necessary knowledge to safely operate emergency response vehicles to an emergency scene. This includes department staff, support, and privately owned vehicles. Topics of interest include: line of duty deaths, injury statistics related to emergency response, safety and risk control, and S.C. laws and regulations governing vehicles, and drivers of emergency response vehicles. Included in the student manual is a VFIS personal vehicle safety checklist.
1410: Emergency Vehicle Response Awareness  
Prerequisite: None  
Online format through scfaonlinetraining.org

This free Open Enrollment Academy class does not require registration. A certificate is supplied via email. Transcript credit is available.

This online course provides the necessary knowledge to safely operate emergency response vehicles to an emergency scene. This includes department staff, support, and privately owned vehicles. Topics of interest include: line of duty deaths, injury statistics related to emergency response, safety and risk control, and S.C. laws and regulations governing vehicles, and drivers of emergency response vehicles. Included in the student manual is a VFIS personal vehicle safety checklist.

1210: Emergency Vehicle Driver Training  
Prerequisite: None  
Contact Hours: 40

This course addresses how South Carolina state laws affect emergency vehicle operations, vehicle inspections, vehicle maintenance, and the physical limitations and abilities of fire apparatus. This includes vehicle operations and driving in tight tolerance driving maneuvers.

1220: Pump Operations  
Prerequisite: 1210  
Contact Hours: 40

This course is designed for training new pump operators in the effective use and placement of apparatus at emergency scenes and the operation of the apparatus pumps. Subjects include water and water supply, hose and nozzle flow rates, fire ground and theoretical hydraulic calculations, fire pump theory, and operating apparatus pumps at pressurized, relay pumping, and static water sources. Students will participate in classroom and practical skill activities consisting of pump orientation and pump operations, to include single and multiple hose line evolutions at pressurized and static water sources. Students are encouraged to bring a calculator.

1221: Pump Operations II (Mobile Water Supply)  
Prerequisite: 1220  
Contact Hours: 16

This course addresses the movement of water in a suburban/rural environment using water supplies that may be available to the driver operator such as water points, draft sites, rivers, creeks and swimming pools. Subjects include the components of a water shuttle operation, to include dump and fill site operations. The class will perform multiple water shuttle operations.
1250: Aerial Operations  
Prerequisite: 1210  
Contact Hours: 24  

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

Fire Officer Curricula  
The Academy is committed to providing training and education for fire officer development statewide. Courses offered include certification-based state developed and hand off courses from the National Fire Academy (NFA). We also offer additional training program through NFA direct delivery classes during which a national instructor delivers the program as well as through the annual S.C. NFA Weekend in Emmitsburg, MD. Check the website and Fire Portal for special offerings.

Certification Based Programs  
Completion of these programs results in the issuance of national certification through the International Fire Service Accreditation Congress (IFSAC) and the National Board on Fire Service Professional Qualifications (ProBoard).

2100: Fire Officer I  
Prerequisite: Fire Instructor I and Firefighter II  
Recommended Prerequisite: 2146, 2147 or 2137 or equivalent I-200 training  
Contact Hours: 40  

This course, using a traditional learning approach, offers instructor presentations, class discussions, and interactive learning activities to prepare the student for the fire officer position within their department. Supervising personnel, assigning tasks, solving personnel performance problems, applying department policies, working with the local community, ensuring firefighter safety, fire and life safety inspections, and performing typical company officer administrative functions are addressed in the program. Out-of-class assignments will be necessary to complete the course.
**Course Descriptions**

2101: Fire Officer I - Blended Learning  
Prerequisite: Fire Instructor I and Firefighter II  
Recommended Prerequisite: 2146, 2147 or 2137 or I-200 equivalent  
Contact Hours: 32

This course, using a practical blended approach to learning, offers instruction in a highly engaging format. Web-based presentations and assignments introduce the course content. These six online learning modules make use of video, interactive knowledge checks, and other types of multi-media to reinforce the content. Access to an online learning management provides a “home base” for students to retrieve reading assignments and supplemental activities, take practice tests, chat with other students, and receive feedback from the instructor. Live classroom sessions allow for face-to-face interaction with the instructor to help ensure mastery of the skills necessary for taking on a leadership role in today’s fire service. Supervising personnel, assigning tasks, solving personnel performance problems, applying department policies, working with the local community, ensuring firefighter safety, fire and life safety inspections, and performing typical company officer administrative functions are addressed in the program.

2102: Fire Officer II  
Prerequisite: Fire Officer I  
Contact Hours: 40

The course is designed for the fire officer who is ready to assume more of a leadership role by moving into the middle management level of his/her department. Areas of instructions and discussion will include subjects related to human resource management, forms of governments, interagency and intergovernmental cooperation, analyses, evaluations and statistics, management, administrative responsibilities, fire and safety inspections, fire investigations, multi-unit emergency scene operations, post-incident analysis and critiques, as well as safety investigations and analyses. Students will apply these accepted skills to solving, analyzing, and critiquing situations. Extensive out-of-class assignments will be necessary to complete this course.

**Non-Certification Based Programs**

The non-certification based programs are Academy developed courses that expand on the knowledge and skills needed by fire officers.

2155: Fire Ground Simulation  
Prerequisite: 2137, 2147 or equivalent training comparable to I-100 and I-200  
Contact Hours: 16

This computer simulation course offers students the opportunity to practice and improve their tactical skills at a variety of fire-related incidents. This course helps to reinforce personnel and resource management skills, decision making skills, and test department standard operating procedures/guidelines. In this interactive course, students will practice standardize arrival reports, size up a variety of fire-related incidents, plan tactical operations, conduct personnel accountability reports, and critique operations at all levels.
7741: New Fires, So What?

Prerequisite: None (Class is targeted to fire service instructors, company officers, and chief officers who may have the responsibilities to command fire ground activities.)
Contact Hours: 4

This course is designed to improve decision-making through increased knowledge of the changing fire environment, review and expand understanding of fire dynamics, the importance of size-up, and choosing tactics to fit the fire conditions and re-evaluate ventilation practices. Additional information will include understanding the collapse hazard of today’s homes and tactical considerations for basement fires as well as re-examining suppression practices. This information and discussion will provide an opportunity for firefighters and instructors to get the facts and discuss myths that affect fire service training and response.

1480: Fire Chief 101
Prerequisite: None
Online format through scfaonlinetraining.org

This web-based course is designed to answer basic questions, while providing important information a fire chief or chief officer may find useful in such a challenging role. It is also designed to “whet your appetite” for the many areas of responsibility that encompass your role as a chief. As a fire chief, you will encounter many problems and questions. Resources which aid you with these issues are invaluable tools. Therefore, this class and the Fire Chief’s Handbook are important additions to your toolbox. Included in this class is a forum to ask questions and share ideas online. For more information, visit scfaonlinetraining.org.

National Fire Academy Hand-off Courses

The S.C. Fire Academy, as a state training entity, receives instructional resources from the National Fire Academy (NFA) to deliver command and control programs as part of a hand-off program. This series of classes is taught using S.C Fire Academy instructors where the student receives credit from the Academy and the NFA.

Incident Command Related classes

2146: Incident Command System and Resource Management for the Fire Service
Prerequisite: None
Contact Hours: 16

This program provides students with an understanding of the Incident Command System (ICS) and Resource Management for the Fire Service and their application in emergency and nonemergency situations. This course addresses the need for an ICS, an overview of the structure and flexibility of ICS, and an understanding of the command skills necessary to function effectively in an ICS structure and the need to effectively manage your resources. This course meets the general ICS prerequisite for most courses and replaces the Academy’s 2147 NIMS-ICS for the Fire Service.

If you prefer online training, the NFA offers I-100 and I-200 in a web-based format. Upon completion, S.C. responders may submit these courses for equivalency. For equivalency information, refer to the Academy website and look under Accreditation and Certification.
Course Descriptions

2153: ICS 300, Intermediate ICS for Expanding Incidents for Operational First Responders
Prerequisite: 2146 or 2147 or 2137
Contact Hours: 16

This course is designed for emergency response personnel who may function in a Command or General Staff position during a large, complex incident or event. It is also for those personnel who are, or would likely be, part of a local or regional Incident Management Team during a major incident, whether single agency, multi-agency, or Unified Command.

2154: ICS-400, Advanced ICS Command and General Staff, Complex Incidents, and MACS for Operational First Responders
Prerequisite: 2153 or 2148, equivalent training comparable to I-100 through I-300
Contact Hours: 16

This course is designed for emergency response personnel who may function as part of an Area Command, EOC, or MAC during a large, complex incident or event. It is also for personnel who are, or would likely be, part of a local or regional Incident Management Team during a major incident, whether single agency, multi-agency, or Unified Command.

2148: Introduction to Unified Command for All Hazard Incidents
Prerequisite: 2146 or 2147 or 2137
Contact Hours: 16

This course is designed to provide an understanding of the requirements of a unified command organization and the skills necessary to operate at complex incidents. The target audience includes officers who may likely function in a command or general staff role position during a multi-agency operation. Students will be exposed to lectures and activities designed to promote a better understanding of multi-agency needs and a unified command structure.

2144: Incident Command for High-Rise Operations
Prerequisite: 2146 or 2147 or 2137
Contact Hours: 16

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

2145: Incident Command for Structural Collapse Incidents
Prerequisite: 2146 or 2147 or 2137
Contact Hours: 16

This course is designed to provide fire officers with an understanding of command operations including aspects of structural collapse, basic command procedures and ICS organizational structure, various resource levels, types and capabilities used for structural collapse incidents, critical factors and issues affecting scene management, operational considerations used at structural collapse incidents, response operations phases associated with a structural collapse incident, and technical rescue expertise and equipment required for safe operations and effective incident management.
Leadership Related Classes

2171: Leadership I for Fire and EMS: Strategies for Company Success
Prerequisite: None
Contact Hours: 16

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

2172: Leadership II for Fire and EMS: Strategies for Personal Success
Prerequisite: None
Contact Hours: 16

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

2173: Leadership III for Fire and EMS: Strategies for Supervisory
Prerequisite: None
Contact Hours: 16

This course provides the company officer with the basic leadership skills and tools to perform effectively in the fire service environment. The course covers when and how to delegate to subordinates, assess personal leadership styles through situational leadership, discipline subordinates, and apply coaching/motivating techniques.

Save the Dates!
SC/RI State Weekend, Emmitsburg, MD
July 23-24, 2016

Eight Available Courses:
- Initial Fire Investigation for First Responders
- Emergency Medical Services: Functions in the Incident Command System
- New Fire Chief II: Administrative Issues
- Strategy and Tactics for Initial Company Operations
- Health and Safety Officer
- Incident Command System for Structural Collapse Incidents
- Wildland Urban Interface Firefighting for Structural Company Officers
- Executive Skills Series: Exercising Leadership Through Difficult Conversations
2176: Shaping the Future  
Prerequisite: None  
Hours: 16

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

Strategy and Tactics Related Classes

2110 - Preparation and Decision Making for Initial Company Operations  
Prerequisite: None  
Recommended Prerequisite: 2146 or General ICS Training  
Contact Hours: 16

This combined course is designed to develop a better understanding of the roles and responsibilities of a company officer in preparing his company for incident operations and the decision making skills needed by company officers on scene. This course will aid in clarifying the transition from firefighter to company officer and the new roles relating to leadership and safety. It will also assist the first arriving officer with the initial decisions that will have an impact throughout the entire incident.

This course is designed for company officers, acting company officers, or senior firefighters who have the possibility of being the first to arrive at an incident or have the responsible for the management of one or more fire companies at an emergency incident.

2118: Preparation for Initial Company Operations  
Prerequisite: None  
Recommended Prerequisite: 2146 or General ICS Training  
Contact Hours: 16

This course is designed to develop a better understanding of the roles and responsibilities of a company officer in preparing his company for incident operations. In addition, this course will aid in clarifying the transition from firefighter to company officer and the new roles relating to leadership and safety. This course is designed for company officers, acting company officers, or senior firefighters responsible for the management of a single fire company at an emergency incident. It may also be of interest to officers responsible for company readiness, personnel safety, and leadership as it relates to company operation.
2121: Decision Making For Initial Company Operations  
Prerequisite: None  
Recommended Prerequisite: 2118  
Contact Hours: 16  

This course is designed to develop the decision making skills needed by company officers (COs) to accomplish assigned tactics at structure fires. Activities and scenarios used in this course are based on structure fires. As a CO with the real possibility of being the first to arrive at an incident, the CO’s initial decisions will have an impact throughout the entire incident. It is vital that they be able to make good management decisions that have a favorable impact on the eventual outcome. In addition to a possible role as the initial incident commander (IC), the CO may well be assigned a subordinate position within the ICS organization. COs, if they are to function effectively and help make the system work, need to have a clear understanding of the system, their assigned position and role in the organization.

2119: Strategy and Tactics for Initial Company Operations  
Prerequisite: None  
Recommended Prerequisite: 2110 or 2121  
Contact Hours: 16  

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

Building Construction Related Classes

2130: Building Construction Principles: Noncombustible and Fire Resistant  
Prerequisite: None  
Contact Hours: 16  

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

2132: Building Construction Principles: Combustible  
Prerequisite: None  
Contact Hours: 16  

This course provides a basic understanding of how the construction type, alternative design, and materials influence a building’s reaction to fire. Upon course completion, the student will recognize relevant information about a building before a fire, and fire ground “reading” of the building, enabling the student to assess building stability and resistance to fire and determine likely paths of fire extension.
Chief Officer Related Classes

2159: Politics and the White Helmet
Prerequisite: None
Contact Hours: 16 (Instructor may increase time)

This course is aimed at providing chief officers in fire service and EMS agencies with an overview of the ways to succeed and work within the local, county, and state level political system to achieve positive results for their department. It will also provide the officer an improved insight into better ways to relate and speak to citizens, and others, to gain support and understanding of their needs for bond issues, tax votes, and general elections. Participants learn about successful approaches appropriate for government employees and volunteers. The course identifies successful tools needed to address the challenge necessary to bring about change, and how a department's culture of power, influence, negotiation, and coalition building is important to success.

2158: The New Fire Chief I: Challenging Issues
Prerequisite: None
Contact Hours: 16

This course is designed to develop the managerial, administrative, and leadership skills necessary for the fire chief and chief officer who desire a leadership position in their department. This course addresses critical knowledge and skills pertaining to the responsibilities of a fire chief including such topics as local politics and the role of the chief officer, liability and risk management, resources and items of knowledge needed to become a first time leader in a new agency position.

2160: The New Fire Chief II: Administrative Issues
Prerequisite: None
Contact Hours: 16

This course is designed to provide students the managerial, administrative, leadership skills, and awareness necessary for newly or recently appointed or elected chiefs to effectively meet their obligations of the position.

The primary audience of this course is the newly appointed fire chief in volunteer, combination, or career departments as well as Emergency Medical Services (EMS) chiefs. The secondary audience is department leaders and current officers who may become fire chiefs and local government administrators and elected officials who are involved in the administration of a fire department or EMS service.

2182: The New Fire Chief III: Contemporary Issues
Prerequisite: None
Contact Hours: 16

This course is designed to develop the managerial skills, leadership skills, contemporary issues, and awareness necessary for newly appointed or elected fire chiefs to effectively meet their obligations. The course will help to develop knowledge, skills, and attitudes necessary for them to perform effectively now and in the future. The primary audience is newly appointed or elected fire chiefs in volunteer, combination, or career departments. The secondary audience is departmental leaders who may become fire chiefs and local level government administrators and elected officials, including fire district commissioners, board members, etc.
Additional Fire Service Related Programs

2117: Introduction to Volunteer Emergency Services Management  
Prerequisite: None  
Contact Hours: 16  
This course demonstrates the basic management techniques needed to effectively administer a volunteer emergency service organization. Participants will explore the transition from firefighting into management. Students will also learn and apply basic principles of communication, motivation, problem solving, decision making, and the management process to accomplish agency missions and goals.

2150: Incident Safety Officer  
Prerequisite: None  
Contact Hours: 16  
This course is designed to teach students how to identify and analyze safety concerns as they relate to all-hazards scene evaluation and communicate recommended solutions to the command authority. This course examines the safety officer’s role at emergency response situations. A specific focus is on operations within an incident command system as a safety officer.

2151: Health and Safety Officer (HSO)  
Prerequisite: None  
Contact Hours: 16  
This course examines the HSO’s role in identifying, evaluating, and implementing policies and procedures affecting health and safety for emergency responders. Risk analysis, wellness, and other occupational safety issues are the main emphasis of the program.

7177: Training Operations in Small Departments  
Prerequisite: None  
Contact Hours: 16  
This course is designed to provide students with basic tools and skills to coordinate training in a small fire/EMS organization. A training function in a smaller department typically may include conducting training drills and coordinating training with a nearby larger city or state training function. Course content includes leadership issues in fire service training (such as why and how the local training officer must be a catalyst for change), personal motivators within the department, identifying the legal issues affecting the training function, including an understanding of a standard of care, and the impact of OSHA and NFPA standards. Additional topics include safety considerations in training, marketing training internally, and identifying ways to justify training needs, and effective delivery and evaluation of training.
Course Descriptions

2124: Department Wellness Program
Prerequisite: None
Contact Hours: 16

This course is designed to provide the outline and resources for a fire/EMS department to implement and maintain a wellness program, in coordination with the department's health and safety program. Using current recommendations, standards, and guidance from national resources, the Department Wellness Coordinator will be able to assess the mental and physical health needs of their department’s personnel and develop program objectives to meet those needs. Topics include medical and wellness screenings, nutrition, physical fitness, behavioral health, and resources available.

5246: National Fire Incident Reporting System: Introduction to NFIRS 5.0
Prerequisite: None
Contact Hours: 16

This course is designed to teach students how to use standardized forms to achieve uniformity in their incident and activity reporting. It is designed specifically to support local fire service organizations, and will assist them in providing data to management and to decision-makers, as well as to their state uniform fire reporting system. At a local level, the NFIRS data can be used to: describe a community’s fire problem, support budget requests, improve decision-making for allocation of resources, assist in planning for future fire protection, help identify opportunities for scheduling nonemergency activities, evaluate code enforcement programs, and identify target audiences for public fire education programs.

8316: Traffic Incident Management (TIM)
Prerequisite: None
Contact Hours: 4

This course is designed to define the four main components of Traffic Incident Management in the TIM Responder Training Program, help responders recognize dangers encountered working in or near traffic, list the principal laws relating to responder safety, and safe, quick clearance. It also covers how the Manual on Uniform Traffic Control Devices (MUTCD) relates to TIM. It differentiates between Move it and Work it incidents, defines lane plus 1 blocking (and the need for it), as well as the safe practices for working around or avoiding the ZERO buffer, and the need for the advanced warning area.
Web-Based Programs

We continue to add programs to our web-based online learning community. Using online resources, our web-based programs offer a series of classes that can be used for initial or continuing education for fire officers. These classes are presented 100 percent online and do not require a registration. Current subjects range from chief officer to strategy and tactics. To learn more, go to scfaonlinetraining.org and click “Open Courses.”

HAZARDOUS MATERIALS CURRICULA

Hazardous materials (HM) response is a technical area requiring extensive training. The Academy provides initial HM training for the responder who meets OSHA requirements and is based on NFPA 472 to Awareness, Operations, and Technician. We also provide refresher and continuing education for all responder levels.

Awareness Level Programs

1427: Online Hazardous Materials Awareness Level
Prerequisite: None
Credit Hours: 8

This online course is designed to provide untrained personnel with a basic understanding of hazardous materials. The course follows NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents competencies and provides the student with the knowledge needed to protect him, and others, at hazardous materials incidents. Subjects include introduction to hazardous materials, hazardous materials identification, managing the incident, personal protective clothing, terrorist, and other criminal activities. Through this web-based delivery format, each student must successfully complete three online module tests.

Technology Requirements: Computer with high-speed Internet connection and Adobe Flash.

Note: Flash may not be available on mobile devices.

2727: Hazardous Materials Awareness Level
Prerequisite: None
Contact Hours: 8

This traditionally delivered course is designed to provide untrained personnel with a basic understanding of hazardous materials. The course follows NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents competencies. This course provides the student with the knowledge needed to protect him, and others, at hazardous materials incidents. Subjects include introduction to hazardous materials, hazardous materials identification, managing the incident, personal protective clothing, terrorist, and other criminal activities. The traditional delivery method consists of lecture and classroom activities.
Operations Level Programs

1429: Hybrid Hazardous Materials Operations
Prerequisite: Hazardous Materials Awareness-level training, and 1121 or 1152 or 1703, or documentation of SCBA training for non-fire service personnel.
Contact Hours: 32

This course, using traditional and web-based delivery methods, is designed to provide first responders the skills and knowledge needed to take appropriate initial actions at a hazardous materials spill or leak as well as weapons of mass destruction incident. Each student will be introduced to hazards and properties of hazardous materials, identification, incident management elements, strategic goals and tactical objectives, personal protective equipment, contamination and decontamination, incident specific strategies and tactics, and terrorism, and other criminal activities.

This course consists of classroom lectures, activities, and hands-on practical skills. This course meets the objectives of NFPA 472, Chapter 5 core competencies for operations level and 6.2 and 6.6 mission specific competencies required by NFPA 1001 for Firefighter I. Portions of the class will be completed online, under the guidance of an instructor providing supplemental instruction and the completion of skills.

NOTE: The AHJ must ensure personnel receive the proper training on the type of PPE required to support the mission or task at hazardous materials incidents based on local procedures.

*If taught along with a hybrid Firefighter I program, students will receive a general SCFA training module as part of the class. In this case, the firefighting prerequisite will be waived.

2728: Hazardous Materials Operations
Prerequisite: Hazardous Materials Awareness-level training, 1121 or 1152 or 1703, or documentation of SCBA training for non-fire service personnel
Contact Hours: 32

This course, using traditional classroom delivery methods, is designed to provide first responders the skills and knowledge needed to take appropriate initial actions at a hazardous materials spill or leak as well as weapons of mass destruction incident. Each student will be introduced to hazards and properties of hazardous materials, identification, incident management elements, strategic goals and tactical objectives, personal protective equipment, contamination and decontamination, incident specific strategies and tactics, terrorist, and other criminal activities. This course consists of classroom lectures, activities, and hands-on practical skills. This course meets the objectives of NFPA 472, Chapter 5 core competencies for operations level and 6.2 and 6.6 mission specific competencies required by NFPA 1001 for Firefighter I.

NOTE: The AHJ must ensure personnel receive the proper training on the type of PPE required to support the mission or task at hazardous materials incidents based on local procedures.
Technician Level Programs

2723: Hazardous Materials Technician
Prerequisite: Hazardous Materials Operations-level training or equivalent
Contact Hours: 40

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

Specialist Level Programs

2736: Chlorine Response Specialist
Prerequisite: Hazardous Materials (HM) Technician qualified or equivalent
Contact Hours: 16

This course is designed to address the associated physical and chemical hazards of chlorine and the offensive control tactics for HM teams dealing with a chlorine release. Students will learn, practice, and be evaluated on the application of chlorine control kits for 100 and 150-pound cylinders, one-ton cylinders, and rail cars.

2740: Risk Based Response Air Monitoring
Prerequisite: Hazardous Materials Operations or Technician level training or equivalent
Contact Hours: 8

This course is designed for responders at Hazardous Materials Operations and Technician levels who may use air monitoring instruments for hazardous materials or fire incidents to monitor the quality of the air in their operating environment. The course introduces the principles of Risk Based Response (RBR). Classifying a material using the RBR criteria of flammable, corrosive, toxic and radioactive will assist the responder in evaluating proper PPE needs, establishing isolation/evacuation zones, and determining the severity of air contamination at the incident. The course includes five scenarios requiring an RBR approach to complete the assignments.

Hazardous Materials Refresher Programs

2726: Hazardous Materials Operations: Refresher
Prerequisite: Hazardous Materials Operations level training or equivalent
Contact Hours: 8

This course provides the annual training required to maintain competency at the operations level. Subjects include hazardous materials properties and hazards, identification, strategies and tactics, personal protective equipment, decontamination, and terrorism elements.
2719: Hazardous Materials Tech Refresher
Prerequisite: Hazardous Materials Technician level training or equivalent
Contact Hours: 16

To maintain competencies for offensive response tactics, this course provides the hazardous materials technician with the required annual training. Topics include containment and confinement, decontamination exercises, Level-A dress-out, and use of instruments and HM scene management.

Technical Rescue Curricula

To maintain safe and effective operations, technical rescue incidents require specialized training and equipment. It is also demanding physically, mentally, and resourcefully. The Academy offers a wide range of classes to meet this demand statewide.

Awareness/Introduction Level Programs

3309: Introduction to Technical Rescue
Prerequisite: None
Online format through scfaonlinetraining.org
Credit Hours: 2

This online course introduces each student to Technical Rescue and its role in the fire and emergency services operations. Topics include the disciplines of technical rescue, scene size-up and control, helicopter operations, and patient care. This course is the prerequisite for the 3310 - Technical Rescuer. To access this course, visit scfaonlinetraining.org and look under “Open Courses.”

3310: Technical Rescuer
Prerequisite: 3309 Introduction to Technical Rescue
Contact Hours: 20

This course is combined with 3309, and addresses NFPA 1006 chapters 4 and 5 for technical rescue. This skills heavy class addresses basic rescue knot, rope and related equipment, low-angle maneuvers, rope rescue systems, and anchoring. Patient packaging and high point anchors through ladder gins are also addressed. This course is the building block for continuing education for all technical rescuer disciplines. Note: PPE required includes a helmet, safety glasses, leather gloves, and steel-toed footwear.
Specific Discipline Programs

3330: Basic Auto Extrication
Prerequisite: Student must be trained in PPE prior to class
Contact Hours: 16

This course addresses the NFPA 1001 (Firefighter II) objectives for auto extrication that every firefighter needs. The course material addresses extrication incident management, vehicle science anatomy, extrication equipment, and techniques for passenger vehicles. The hands-on skill sessions include extrication tool familiarization, vehicle stabilization techniques for passenger vehicles, vehicle glass, door, and roof removal as well as dashboard displacement techniques.

PPE: Approved helmet, leather gloves or extrication gloves, leather steel-toed boots or bunker boots, bunker gear or extrication coveralls, safety glasses or safety goggles.

3316: Rope Rescue High Angle Operations
Prerequisite: 3310
Contact Hours: 24

This course is designed to address the knowledge and skills of Rope Technician level I of the NFPA 1006 Standard for Technical Rescuer Professional Qualifications. Topics include compound mechanical advantage systems, high angle haul systems, high angle lowering, belaying a falling load, high angle rappelling, vertical ascending, and victim triage.

PPE is to be provided by the student and must include a helmet, leather gloves, eye protection, and steel-toed high ankle footwear.

3390: Confined Space Entry Operations
Prerequisite: 3310
Contact Hours: 24

This course addresses the OSHA requirement for entry into Permit Required Confined Spaces and Pre-Incident Planning. Topics include the hazards of confined spaces, air monitoring, ventilation, confined space rescue equipment, and the confined space management system. Numerous hands-on skill sessions, in and outside the classroom, help prepare the confined space entrant for a safe entry and exit from a confined space.

PPE is to be provided by the student and must include a low profile helmet, safety goggles or safety glasses, leather gloves, and safety work boots.
3392: Confined Space Rescue  
Prerequisite: 3390  
Contact Hours: 16  

This course addresses the requirement for rescue from Permit Required Confined Spaces and the safe removal of a confined space victim. Topics include patient packaging, confined space rescue communication systems, and entry rescue from vertical and horizontal confined spaces. Numerous hands-on skill sessions and rescue scenarios inside a confined space training prop are part of the course.

PPE is to be provided by the student and must include a low profile helmet, safety goggles or safety glasses, leather gloves, and safety work boots.

3312: Trench Rescue I  
Prerequisite: 3310  
Contact Hours: 24  

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

3350: Water Rescue Operations  
Prerequisites: 3310  
Contact Hours: 16  

This course introduces the student to the four water rescue specialties (ice, surf, dive, and swift water), based on NFPA 1670 and 1006. The concepts of buoyancy, water dynamics, and basic hazard recognition, identifying likely victim location, and handling witnesses will be addressed. Other areas will include basic water survival and self rescue, low to high-risk benefit rescue techniques, and shore-based water rescue skills. As part of the course, each student must pass a basic swimming test that includes treading water and swimming 50 meters in a pool for successful completion.

PPE is to be provided by the student and must include a swimsuit and Coast Guard-approved Type III personal flotation device, and a white water type whistle (no moving parts).

Technical Rescue Refresher Programs

3302: Confined Space Refresher  
Prerequisite: 3392 or equivalent  
Contact Hours: 8  

This course reviews the hazards and rescue techniques associated with confined spaces. Practical hands-on rescue evolutions in confined space props will be used to enhance the rescuer’s skills.
Aircraft Rescue firefighting training requires unique and specialized training and equipment. The Academy has world-class training curriculum and training props to address the needs for any airport or situation. Courses are approved by the Federal Aviation Administration (FAA) and meet specific Federal Aviation Requirements (FAR).

Certification Based Programs

3400: Airport Firefighter
Prerequisite: NFPA Firefighter II or equivalent
Contact Hours: 40

This course is designed to provide the knowledge and skills necessary to perform aircraft rescue firefighting job performance requirements, per NFPA 1003, as well as FAR 139 refresher burn requirements. Topics include FAA rules and regulations, aircraft and airport familiarization, fire behavior, ARFF apparatus, PPE, rescue and firefighting procedures, hazardous materials, incident command, and airfield communications. Practical sessions include forcible entry and disentanglement, live fire truck operations, live wheel/brake, engine, galley and cabin fires, flammable liquids foam firefighting, and three-dimensional fires.

Federal Aviation Requirements (FAR) Programs

3402: Municipal FD Approach to Aircraft Rescue
Prerequisite: Firefighter I or 1121 or 1152 or 1705 equivalent. Student must provide documentation of training with registration.
Contact Hours: 16

This basic course is designed to address the needs of a municipal department response to an aircraft incident or accident. Topics include tactics and strategies, interior operations, engine, wheel, brake and APU/nacelle fires, rescue procedures, practical search, aircraft familiarization, analyzing major airplanes crashes, and aircraft fire scenarios. This course allows for municipal firefighters to work in tandem with ARFF on airport incidents/accidents and provides a basic understanding of handling aircraft incident/accidents off of airport property.
Course Descriptions

3405: FAR 139 - Wheels, Engine, and Interior Fires
Prerequisite: Firefighter I or 1121 or 1152 or 1705 equivalent. Student must provide documentation of training with registration.
Contact Hours: 4

This course is designed to provide hands-on refresher training using the Specialized Aircraft Fire Trainer (SAFT). Topics include engine, wheel, galley, and cabin fires. It also addresses handline deployment, agent application techniques, aircraft entry, ladders, ventilation, search and rescue. Students will rotate through each fire type and be assigned to teams and respond to simulated aircraft incidents. Scenario based operations can be tailored to specific customer needs.

3406: FAR 139 - Truck Operation Pit Fires
Prerequisite: Firefighter I or 1121 or 1152 or 1705 or equivalent. Student must provide documentation of training with registration.
Contact Hours: 4

This course is designed to provide hands-on refresher training using the Fuel Spill Burn Area prop with a full-scale 737 mock-up with propane burn area of 13,500 square feet. Students will practice approaches and agent application techniques using ARFF apparatus turrets. Pit fires can be small, medium, or large. Course objectives may be tailored to meet specific customer needs.

3409: ARFF Foam and Flammable Liquids Firefighting
Prerequisite: Firefighter I or 1121 or 1152 or 1705 equivalent
Contact Hours: 4

This course is designed to provide information on the fire behavior of flammable liquids and the appropriate fire-extinguishing agents. Topics include a review of dry chemicals, foam types, application techniques, application rates, aircraft firefighting, and tank farm fires to include three dimensional fires. The practical session will encompass the use of 150 pound wheeled extinguishers as used on airport flight lines. Course objectives may be tailored to meet specific customer needs.
Course Descriptions

**Inspection & Investigation**

The Academy offers initial training for general department personnel in the area of investigations. The Office of State Fire Marshal coordinates and provides training and certification testing for fire marshals.

**Investigation/Arson Programs**

**3224: Initial Fire Investigation for First Responders**
Prerequisite: None
Recommended prerequisite: NFA Online course Initial Fire Investigation for First Responders (Q0379)
Contact Hours: 16

This course is designed specifically to provide a clear definition of the role of the first responder in arson detection and provide essential knowledge to enable him to recognize the potential of intentionally set fires, preservation and protection of evidence, and proper reporting of information to appropriate officials. By strengthening the partnership between first responders and investigators, the chances for successfully solving arson-related crimes will increase. The course includes topics such as fire behavior, critical observations of the first responder, fire causes, scene security and evidence preservation, legal considerations, and documentation of findings. This course is designed for fire and emergency services personnel who might conduct preliminary investigations into the origin and cause of fires.

**3213: Basic Arson Course**
Prerequisite: Letter of endorsement from the organization head providing justification for the student to be included in the program and benefits afforded the organization after a student completes the course. Included in the letter should be a description of job duties as they relate to the field of fire investigation. At least three to five years fire service experience or equivalent related training required. Students should be familiar with NFPA 921 and 1033. The SCFA registration form, letters of endorsement from the organization head, and student resume must be on file at least 30 days prior to the start of the course. Background/reference checks will be utilized to assist in determining student eligibility.
Contact Hours: 80

This course is designed to address the job requirements for the new fire investigator as it relates to NFPA 922 and 1033, as well as local and state protocols. Topics include South Carolina law, fire behavior, building construction and fire investigation, point of origin, accidental, and incendiary fire causes. Other areas covered will include the motivation of the fire-setter, fire photography, fire scene sketching, scene investigation, legal aspects, interviewing and interrogation, evidence collection and preservation, forensic lab service, RICO statutes, and investigative field reports.
Inspection Programs

Initial certification as a Resident Fire Marshal is addressed in Office of State Fire Marshal’s (OSFM) initial certification policy. In summary, in order to be certified as a Resident Fire Marshal, the candidate must be affiliated with a fire department, building department, or another state agency with statutory authority to conduct fire inspections. In addition, the candidate must be certified as an International Code Council (ICC) Fire Inspector I.

The preparatory course is offered twice a year, as well as the ICC Fire Inspector I exam. The final requirement is the candidate must attend a “State Rules and Regulations” (course code 8610) class. These are offered twice a year or on demand, as needed.

For more information concerning the Resident Fire Marshal program, contact the OSFM or visit scfiremarshal.llronline.com.

2139: Introduction to Fire Inspection Principles & Practices
Prerequisite: None
Contact Hours: 24

This National Fire Academy course is designed for employees whose primary job responsibility is conducting fire and life safety inspections. The course provides an introductory framework for the individual who has little or no experience in conducting fire inspections. It also helps new inspectors understand the knowledge and skills required to conduct inspections and the various steps in the inspection process. Topics include fire behavior, common fire hazard recognition, building construction, fire protection systems, and actual inspection practices and procedures.

8608: ICC Fire Inspector I Exam Prep
Prerequisite: Hazardous Materials Awareness level training
Contact Hours: 40

This advanced course is designed to prepare the student for the ICC Fire Inspector I exam. The course will utilize the International Building and International Fire codes. It also incorporates the provisions of NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plans Examiner.

Textbook Information: Code books (International Fire and Building codes) are the responsibility of the student. Electronic, online, commentary, and handbook versions of these manuals are not permitted for this course. Please contact the State Fire Marshal’s office for up-to-date information.

8609: ICC Fire Inspector I Exam

The exam fee is included in the 8608 Fire Marshal Certification course (if the exam is part of the program).

Registration Deadline: Registration for this course has a 45-day cut-off. This allows time for ICC materials to be ordered. Additionally, registrations are non-transferable after the 45-day cut-off.

If registering for a challenge exam, please contact the OSFM for cost information at (803) 896-9800.
8610: S.C. Fire Marshal Rules and Regulations  
Prerequisite: 8608 or current ICC Fire Inspector I card.  
Contact Hours: 4

This four-hour training program will familiarize Fire Marshal candidates with specific rules, regulations, and statutes pertaining to them while operating in South Carolina.

8506: Quarterly Training for Certified Fire Marshals  
Prerequisite: None  
Contact Hours: 5 (per class)

These training programs are conducted to assist Resident Fire Marshals, and others with an interest in fire inspections, by staying up-to-date on the latest S.C. codes, laws, and trends. Quarterly topics are listed on the State Fire Marshal’s website. Contact the training coordinator at (803) 896-3970 for more information.

PUBLIC FIRE EDUCATION/COMMUNITY RISK REDUCTION CURRICULA

Every emergency responder has the responsibility to advocate and teach community risk reduction in his community. The Academy has several training programs related to this topic.

Certification Based Programs

4165: Fire and Life Safety Educator I  
Prerequisites: None  
Contact Hours: 40

This course is designed to describe the role of today’s educator and provides direction for planning fire and life safety education programs. It also provides the student with information on what motivates people to learn and how people learn differently. Successful completion will result in the student receiving IFSAC and Pro Board accredited certification for NFPA 1035, Fire and Life Safety Educator I.

Non-Certification Based Programs

2183: Youth Fire Setting Prevention and Intervention Level I  
Prerequisite: None  
Contact Hours: 16

This course is designed to empower the student with a broad understanding of the knowledge, skills, and abilities the Youth Firesetting Intervention Specialist I. This course is for the practitioner who provides services at the program delivery level. Topics include identifying the extent of the youth firesetter problems, intake, screening, disposition and follow up procedures, and youth educational intervention.
2184: Youth Fire Setting Prevention and Intervention Level II
Prerequisite: 2183
Contact Hours: 16

The course is designed for the employee responsible, or who will be responsible, for leading a youth firesetting prevention and intervention program. Topics include leading a youth firesetter prevention and intervention program, and program development and evaluation.

*Note – At the completion of both Youth Fire Setting Prevention and Intervention levels, the student meets the training prerequisite to challenge the Youth Firesetter Intervention Specialist IFASC/ProBoard certification challenge. This challenge is scheduled separate from the class and requires written examination and practical skills assessments.

5246: Introduction to NFIRS 5.0
Prerequisite: None
Contact Hours: 16

This course is designed to introduce the student to the use of standardized forms to achieve uniformity in his incident and activity reporting. This program is used specifically to support local fire service organizations, and assist them in providing data to management and decision makers, as well as to their state uniform fire reporting system.

At a local level, NFIRS data can be used to:

* Describe a community's fire problem
* Support budget requests
* Improve decision making for allocation of resources
* Assist in planning for future fire protection
* Help identify opportunities for scheduling non-emergency activities
* Evaluate code enforcement programs
* Identify target audiences for public fire education programs

Continuing Education Programs

5241: Fire and Life Safety Educator Quarterly Training
Prerequisite: None
Contact Hours: 6

This course is designed to address the job performance requirements outlined in NFPA 1035 (Fire and Life Safety Educator). In addition to providing continuing education for fire and life safety educators, updates on state programs will be given and there will be an opportunity for professional networking. This class is also appropriate for public educators who work with emergency medical service and law enforcement agencies. Class topics will be different each quarter. For more information, contact crr@llr.sc.gov.
The Academy is committed to providing training and education for fire instructor development statewide. Courses offered include national certification-based and courses to prepare a department member to become a S.C. Fire Academy Certified Instructor.

Fire Instructor Programs

4171: Fire Instructor I
Prerequisites: 18 years of age
Contact Hours: 40

This course supports the latest and accepted National Certification Standards and Procedures including the instructor as a professional, principles of learning, instructional planning, instructional materials and equipment, the learning environment, public speaking, classroom instruction, skills-based learning, testing and evaluation, records, reports, and scheduling.

A strong focus in this course teaches the understanding of “Mastery Learning” through the interpretation of the three learning domains: cognitive, psychomotor, and affective domain. The creative course activities help the student in processing the informative lecture material making it a comprehensive, hands-on, approach to education. This dynamic course helps build the confidence of the Fire Instructor I candidate to a point of being able to make a required educational presentation on the final day.

Students are encouraged to bring a laptop computer (Microsoft Word and Power Point) and an USB type memory stick.

4170: Fire Instructor I - Blended Learning
Prerequisites: 18 years of age
Contact Hours: 8-weeks at home, plus 16 traditional classroom hours

Using a practical blended approach to learning, this Fire Instructor I course offers instruction in a highly engaging format. Using the traditional instructional method and an online segment, this program covers public speaking, psychology of learning, planning instruction, teaching techniques, presenting instruction, audiovisual materials and methods, testing, and evaluation. Successful completion of the course practical and written exams will certify students to the NFPA 1041 – Level I in accordance with NFPA Instructor Professional Qualifications. Each student must attend an orientation session and receive course materials, at home course assignments, log-in information and meet the instructor and other students. From home or the station, the student completes 10 course assignments; five online e-learning modules, completes sample questions, and chats with other students as they prepare for the classroom experience. Following the completion of the eight week at home period, the student must attend a two-day class conducted in a traditional setting for presentations, group discussion and assignments, material review, and IFSAC/ProBoard endorsed Fire Instructor I Certification testing.

Technology Requirements: Computer with high-speed Internet connection and Adobe Flash.

Note: Flash may not be available on mobile devices.
**Course Descriptions**

**4172: Fire Instructor II**  
Prerequisite: NFPA Fire Instructor I  
Contact Hours: 40

The Fire Instructor II student will be guided through the process of lesson plan development, while at the same time designing and developing a lesson plan to meet an organizational need. With the aid of specific classroom activities, the student will be able to create highly effective written tests, performance skill sheets, course evaluation forms, and learning activities that meet a learning objective. The student will grasp the concept of training evolution supervision, along with the supervisory and administration duties of a Level II Instructor. The course concludes with the presentation of their project's executive summary and an IFSAC/ProBoard-endorsed certification exam. This course is an intensive five-day program requiring many hours of out-of-class work to complete the in-class project.

Upon acceptance into the course, a pre-course assignment and needs analysis is emailed to each student and must be completed prior to the start of the course.

Students are encouraged to bring a lap-top computer (Microsoft Word and Power Point) and an USB type memory stick.

**4165: Fire and Life Safety Educator I**  
Prerequisites: None  
Contact Hours: 40

This course is designed to describe the role of today’s educator and provides direction for planning fire and life safety education programs. It also provides each student with information on what motivates people to learn and how they learn differently. Successful completion will result in the student receiving IFSAC and Pro Board accredited certification for NFPA 1035, Fire and Life Safety Educator I.
Certified S.C. Fire Academy Instructor Program

In order to meet the demand for quality training programs from the South Carolina fire service, the Academy has implemented an instructor certification program to train and qualify instructors. These instructors are used throughout the state in the delivery of fire training programs for direct delivery and train-the-trainer courses.

4174: New Instructor Orientation Program
Prerequisites: Fire Instructor I or equivalent, 21 years of age, three years of fire service experience
To be accepted into the program, the following must be sent with the registration form:
- High school diploma or GED, and
- Current first aid and CPR cards, and
- Letter of endorsement from the chief or agency head
Contact Hours: 4

This course is designed to prepare students, who have successfully certified to Fire Instructor I, to be eligible to become South Carolina Fire Academy instructors. Course topics include policies and procedures of the Instructor Certification Policy (AP-010), Fire Academy forms, and assisting evaluator skills techniques.

4175: Lead Evaluator Training
Prerequisites: Certified S.C. Fire Academy instructor and recommended by S.C. Fire Academy management and/or coordinator. A recommendation letter must be attached to the registration form.
Contact Hours: 4

This course is designed for Certified S.C. Fire Academy instructors currently designated as evaluators in a certain teaching code who wish to become lead evaluators. Course content includes the duties and responsibilities of a lead evaluator and test proctor. An instructor registering for this course must have, at least, one specialty classification and superior practical skills knowledge in the area. The instructor must also have mastered the subject matter of the course to be evaluated and served as an assisting evaluator.
Policies

Policy Overview

The information, policies, and procedures in this catalog represent current practices. Updated policy revisions are posted on the website. Participants and attendees of SCFA training are expected to abide by adopted policies and procedures. The SCFA reserves the right to modify its operating practices, as necessary, to maintain the mission of providing the highest level of training in the safest and most efficient manner. Students will be notified of any change that affects their attendance or participation.

SCFA Advisory Committee

The SCFA Advisory Committee is legislatively mandated and gives advice and assistance to the State Fire Marshal in developing a comprehensive training program based on the needs of the state's fire service. The committee meets, at least, quarterly.

Voting members are comprised of six members from the S.C. Firefighters' Association, one member presiding as chairman. Other members include one member of the following: State Fire Chiefs' Association, Society of Fire Service Instructors, State Arson Investigators' Association, S.C. Fire Marshals' Association, Professional Firefighters' Association, industrial fire protection representative, Fire and Life Safety Educators' Association, and a higher education representative. Non-voting members are the SCFA Superintendent, the State Fire Marshal, and the Firefighters' Association executive director.

AG-010 SCFA Guidelines

1.0 Purpose

The SCFA and the Office of the State Fire Marshal make up the Division of Fire and Life Safety which is a division of the South Carolina Department of Labor, Licensing and Regulation. The SCFA provides fire, rescue, code enforcement, fire investigations, and emergency response training to emergency service organizations throughout the state, country, and the world. The SCFAs mission is to provide the highest level of emergency response and management training as effectively and efficiently as possible for South Carolina's fire and emergency services personnel and others attending our courses. This mission is met through an ongoing program of curriculum development and delivery using the most up-to-date methods and meeting national standards (NFPA), International Fire Service Accreditation Congress (IFSAC) and National Board on Fire Service Professional Qualifications (ProBoard) accreditation criteria, and OSHA regulations.

The Academy's relationship, for most courses, is with the fire chief (or designee) of the student's department. To attend training, each student must receive chief or designee approval. Payment is made by the fire department and it is responsible for any costs and expenses incurred by the student. Participants, attendees, instructors, and staff involved with SCFA training are expected to abide by SCFA guidelines at all times. If a problem occurs with a student, the fire chief will be notified. If the chief is unavailable, disciplinary action, up to and including dismissal may be taken and the chief is notified as soon as possible. For the “Open Enrollment” program, the SCFA will have a relationship directly with the student. For the “Explorer” and Junior Firefighter programs, the department shall have parental permissions on file in the department for students 16 to 18 years old.

To maintain the mission of providing the highest level of training in the safest and most efficient manner, the SCFA reserves the right to modify these guidelines /best practices at any time. Students will be notified of any change affecting their attendance or participation.
2.0 Definitions

1. Accreditation and Certification

The S.C. Fire Academy is accredited by the International Fire Service Accreditation Congress (IFSAC) and the National Board on Fire Service Professional Qualifications (ProBoard). These groups are made up of entities from the United States, Canada, Great Britain, Australia, South Africa, and the United States Department of Defense, among others. Accreditation guarantees the S.C. Fire Academy certification testing has been carefully reviewed by groups of fire service professionals and meets national and international standards. For information concerning Accreditation/Certification, visit the website.

2. Facilities and Regional Operations

The SCFA is the most comprehensive state fire training facility in the United States. The main campus and administrative office is located at 141 Monticello Trail, four miles north of exit 68 off Interstate 20. The SCFA also has five regional offices:

<table>
<thead>
<tr>
<th>REGION</th>
<th>REGIONAL LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Resident site, Richland County</td>
</tr>
<tr>
<td>1</td>
<td>Greenville – Greenville Tech, Brashier Campus</td>
</tr>
<tr>
<td>2</td>
<td>Rock Hill – 2151 Ogden Road Rock Hill</td>
</tr>
<tr>
<td>4</td>
<td>Florence – 216 Dozier Road, Florence</td>
</tr>
<tr>
<td>5</td>
<td>Charleston - 6390 Dorchester Road, N. Charleston</td>
</tr>
<tr>
<td>6</td>
<td>Columbia – Aiken City, Station 5</td>
</tr>
</tbody>
</table>

3. Types of Training Courses

The SCFA delivers training in many areas. Public Fire Courses are devoted to the paid and volunteer public fire service. Registration for Industrial training is handled separately and not addressed in these procedures or policies.

All SCFA courses require pre-registration and have a two-week cutoff prior to the start date. If the SCFA provides a book(s), there is a 30-day cutoff. It is recommended each student register early to ensure acceptance into the preferred course. Early registration also allows the SCFA to guarantee a minimum number of students have registered so the course can be taught.
Regional Catalog Courses: As requested by a local fire department, field courses are held throughout the state. They are scheduled by regional supervisors and offered to area fire service personnel. These courses are taught by SCFA adjunct instructors and are listed in the semi-annual course catalog (course requirements and fees apply). The host department is guaranteed 10 slots per course. All other registrations are at the discretion of the SCFA. The host department will provide required facilities, apparatus, equipment, and props to conduct the course as needed.

Resident Catalog Courses: Open to fire service personnel, these courses are offered at the SCFA in Columbia. Courses are taught by full-time faculty and adjunct instructors. They include every type of course offered by the SCFA including, basic firefighter, strategy and tactics, specialized rescue, hazardous materials, advanced firefighting, leadership, management, fire inspection, fire investigation courses, special weekend programs, and seminars.

Training-In-House Courses: To deliver training at the local level, in-house courses are taught by SCFA certified instructors within their fire departments. Programs are set up to fit the schedule of the department and meet student needs. They are coordinated through the regional office. Instructors use SCFA lesson plans and SCFA credit is granted. All SCFA policies apply. To deliver this training, the SCFA requires fire departments to:

A. Submit a written request to the regional coordinator at least 30 days prior to the requested start date. (If the course requires books to be mailed to the students, a 60 day notice is requested.)

B. Once the course is approved, the department must submit electronic student registration forms (or per registration forms) to the regional office 14 days prior to the start date of the program. All SCFA policies and course fees apply. The SCFA will provide the lead evaluator or must approve the lead and all evaluators required for the course. The course evaluation may be combined with another at the discretion of the SCFA.

C. Provide required facilities, apparatus, and equipment to conduct the course as needed.

Request Courses (Supplemental): If courses are not available or offered within the normal catalog request, first priority is given to Catalog and Training-In-House courses. To receive a Requested (Supplemental) course, the SCFA requires fire departments to:

1. Submit a written request at least 30 days prior to the requested start date. (If the requested course requires books to be mailed to the students, a 60-day written notice is requested.)

2. Once the course is approved, the department must submit electronic student registration forms (or student paper registration forms) to the regional office.
(A minimum of 14 days is requested for registrations submitted for classes that do not require mailed student materials.) For courses requiring mailed student materials, registrations shall be submitted 30 days prior to the start date of the program. A minimum number of students must be registered and meet prerequisites. If less than the minimum number of students is registered, the SCFA will work with the department on conducting the course. The department will be billed for, at least, the minimum number of students. All SCFA policies and course fees apply. The SCFA will provide the instructor, lead evaluator and/or must approve the lead and all evaluators for the course. The course evaluation day may be combined with another course evaluation at the discretion of the SCFA.

Note: If the department has an instructor in its department certified to teach the requested course, the SCFA may require it to be a conducted as a Training-in-House course, and the local instructor must teach the course.

**Instructor Courses:** These courses include instructor training and certification courses, professional skills development, and Course Orientation Workshops (COW). They may be scheduled in the field or as a resident program. Pre-registration is required.

**Grant Programs:** There are two primary types of grant programs offered to Public Fire students. These include:

- Emergency Management Division (EMD) – HMEP Grants

These classes are hazardous materials based federally funded programs that the S.C. Emergency Management Division allows the SCFA to deliver. These classes are free to public fire, EMS, police, and other recognized emergency first responders. These grant classes are determined and published to begin January 1 of each year, and must be completed by September 30 of the same year. Local EMD offices request this training.

- Department of Homeland Security (DHS) State Training Grant

These classes are provided through a grant offered to the S.C. Fire Academy, and are specific to National Fire Academy direct delivery or handoff classes. These classes require the completion of an SCFA (either electronic or written) and a National Fire Academy registration form.

**Career and Technology Public Partnership Programs:** Partnering with local fire departments and school districts, the Academy supports CTC Firefighter I and II high school program. Students complete the program within their CATE or high school using Academy curriculum and testing. Successful students may challenge IFSAC and ProBoard Firefighter I and II certification testing for national certification.

**Independent study, Blended, and Hybrid Fire Training:** Using online and technology resources through scfa-onlinetraining.org, these training categories offer an alternate delivery method for students who may otherwise not be able to travel to attend traditional courses or with a reduction in contact hours. The Academy provides three different formats based on the course needs: Independent Study, Blended, and Hybrid.
Independent Study courses provide strictly web-based instruction that includes multimedia presentations, video instructions, written activities, and competency testing. Students complete the entire course online and are not required to attend face-to-face classes.

Blended courses use a “virtual classroom” as its primary means of instruction. This course format blends online learning with a face-to-face, applied learning/concept development phase to help students attain the critical thinking skills fire service professionals require. During the online portion, students view web-based interactive modules, complete written assignments, review online study materials, and interact with their instructor and other students through the course’s discussion forums. At the completion of the online portion, students meet in person with the instructor for team-building and other applied learning activities and to complete a proctored certification test. These courses typically include a face-to-face orientation session, an eight-week “at home” period, and traditional classroom sessions.

Hybrid courses require greater technical skill development and combine elements of independent study and blended learning. In a hybrid course, students complete an online independent study portion while participating in face-to-face skill development sessions. The online portion also includes competency testing through online chapter/module tests. Students must participate in an instructor-led review and skill development sessions where skills are taught, practiced, and evaluated.

3.0 Scope and Responsibilities

All fire departments, students, instructors, and anyone on the premises of the Division of Fire and Life Safety (or in an SCFA course) are responsible for complying with these guidelines. For student site safety and security, video surveillance cameras and recording listening devices are utilized around the site. Please report any suspicious activity to an SCFA staff member, or the security officer, after normal business hours.

5.0 Guidelines

5.1 Student Eligibility

1. To participate in SCFA training, students must be at least 18 years old and a member of a career or volunteer fire department or other public emergency response agency, except as allowed per items 2 and 3 below. Priority is given to members of an in-state fire department and other in-state public safety agencies. Private sector students, out-of-state students, and others meeting prerequisites may be accepted after the course cutoff date when eligible South Carolina applicants have registered (contingent upon payment of appropriate course fees paid during registration). The SCFA does not bill for out-of-state or non-fire department personnel.

2. Public fire students shall register for SCFA programs. The SCFA prefers electronic registration, and this process is generated through the Public Course Training dates found at https://fire.llr.sc.gov/Portal/Registration/CirView.aspx. Paper registrations can also be found on the website.
3. The SCFA offers a Junior Firefighter program and a “Learning for Life” program for 16 and 17 year olds. For specifics, visit the SCFA website and review AG-007 “Learning for Life” Explorer program and the Junior Firefighter program. To register for applicable courses, electronic or paper registration forms may be submitted.

4. High school programs are offered throughout the state at Career Technology Centers. These programs are operated by the local school district and work in cooperation with the local fire authority and supported by the SCFA.

5. The SCFA offers an “Open Enrollment” program for non-fire or emergency service personnel. This program provides basic required courses to meet the overall objectives of NFPA 1001 Firefighter I and II certification, as well as the courses accepted by the S.C. Technical College System. For details, visit the SCFA website and review AP-033 Open Enrollment Guidelines. To register as an “Open Enrollment” student, an Open Enrollment Registration Form (AO-033) must be completed. Students must pay course fees at the time of registration.

6. Before the student is eligible to register, course prerequisites listed must be met. Students may not apply for the prerequisite and the course requiring the prerequisite at the same time. Before submitting the registration, the fire chief must ensure each student has successfully completed the necessary prerequisites. Checking student prerequisites can be accomplished using the Fire Portal. If a student completes a course and prerequisites have not been met, even if the SCFA registered the student in error, credit will not be awarded for the program. Once a student completes the prerequisites, the course may be repeated.

No shows: Students who fail to attend a course without first notifying SCFA are considered a “no show” and it is reflected as such on the student’s transcript. All paid fees will be forfeited. Additionally, the student may be penalized regarding future applications.

6.2 Physical Requirements

Firefighting training requires considerable physical exertion, exposure to high temperature and humidity levels, and toxic and smoky atmospheres. It may require working at heights and in confined spaces. Many SCFA courses involve physical training in these activities. Participation may cause elevated body temperature, increased pulse, respiration and blood pressure, and may cause mental stress and affect the ability to react quickly to emergency situations. Persons with known heart or lung disease, hypertension, pregnancy or other conditions that may put them at increased risk of injury or illness are advised and required by OSHA to be medically cleared before participating in any of these activities. Students attending SCFA training must be physically capable of performing fire service training tasks. Physical capability is the ability to actively participate in the strenuous tasks often associated with the fire service duties.

Some SCFA courses are “classroom only” and have no physical requirements. Refer to the course description or contact the SCFA for more specific information on course content.

Any student who has a medical situation occur before or during Academy training must have a medical release from a licensed health care provider documenting the student can return to full firefighting duty.
6.3 Registration for Courses

Pre-registration is required for all courses. “Walk-ins” are considered on a case-by-case basis and the final decision will be based on the availability of resources, space, and the ability to check prerequisites. Registrations may be completed online through the Fire Portal or may be mailed, emailed, or sent via FAX to the SCFA. For advertised courses, the registration must be received by the SCFA (main office) by the 14-day course cutoff date before the start date of the course. Course enrollment is reviewed at the course cutoff date. Courses with fewer than the minimum students may be canceled. After the associated course cutoff date, students will be notified if the course is to be held and if they have been accepted. Students must provide a valid email address for communication.

Electronic registrations will be available for Training-In-House and Request (Supplemental) courses. If paper registrations are issued, they must be sent to the appropriate regional office.

Electronic registrations require the department to approve the registering student for the training requested. Students will not be registered into a program until department approval is provided. Each department can identify its “approver” (usually the chief, administrator, or training officer) on the Fire Portal. Paper registration forms require the signature of the fire chief (or designee) from the department before accepted and processed by the SCFA. Registration for the 1151 Firefighter Candidate School is outlined in section 5.10.20.

All registrations are on a first-come, first-serve basis. Early registration is the best way to gain acceptance into a course. Registrations are emailed to: SCFA.Registration@llr.sc.gov.

Registrations may also be sent via mail/FAX to:

Registrar
South Carolina SCFA
141 Monticello Trail
Columbia, S.C. 29203
FAX: 803-896-9856

**Note: Refer to our website for information regarding on-line registration. Registration and eligibility policies do not apply to courses taken through the SCFA Industrial Fire Training Program. Contact the SCFA for specific policies regarding industrial students.**
6.4 Course Fees and Policies

**Student Fees and Billing:** Public fire courses are supplemented by SCFA funds. Course fees are listed in the Public Fire Service Curriculum Catalog. The SCFA prefers a fire department to send an official check with the registration. A second option is the fire department may provide a Visa or MasterCard number, which will be billed once the course is confirmed. If a fire department sends a purchase order, the department will be billed once the course is confirmed. However, no certificates will be sent until the bill is paid.

Fees for the 1151 Firefighter Candidate School must be paid, in advance, in accordance with AG-005. If a fire department has not paid its bill within 120 days, it is considered “Past Due.” Past due bills must be paid in full or the department will be prohibited from registering students. If a student receives a certificate and the course fee is not paid within 120 days of the billing date, the certificate is revoked and course credit removed from the student’s transcript. Once the bill is paid, an additional $5 administrative fee must be paid before the course credit is returned to the student’s transcript. The SCFA only collects fees from the student’s fire department. Refunds will be processed in accordance with agency policy. Open Enrollment course fees are listed in AP-033 and must be paid at time of registration.

**Student Cancellations:** For SCFA courses, cancellation requests must be received prior to the course start date to prevent billing or to receive a refund. Notice of cancellation should include the course name and code, section number, delivery date, and the student’s name. Requests may be made either by phone or FAX. To cancel by phone, call the SCFA Cancellation Hotline at (803) 896-9804 and leave a voice mail message concerning the cancellation. For FREE courses, please notify the SCFA of any cancellation (even up to the day before a class begins), so an attempt to find a replacement student can be made. There is a waiting list for many of the free courses. Students who habitually cancel out of courses may be penalized in future applications.

**Student “No Shows”:** Applicants who fail to attend a course without notifying the SCFA prior to the start date are considered “No Shows.” The department will forfeit any fees it has paid or will be billed the applicable course fee, and the student may be penalized in future applications. A “No Show” will also be noted on the student’s transcript.

**Student Substitution:** Any change to student registration prior to the class starting should be made by the fire chief (or designee) by submitting a completed registration form for the new student, along with a written request for substitution. These can be mailed or sent by FAX to (803) 896-9856.

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

**Grant Fees:** If a fire department receives grant money to pay for training, the grant fee as listed in the catalog is applicable. The SCFA does not use state funds to underwrite training for departments that have grant funds available for training.

**Data Privacy Warning:** Each firefighter identification number is classified as private data. The use of a student’s ID number is only for tracking purposes and to provide an accurate student transcript of completed courses. This is in compliance with the Federal Privacy Act.
6.5 Registration Agreement and Waiver/Liability Release

When registering for a course, students are required to accept and sign the following statement:

In consideration for participating in SCFA training, I hereby release, indemnify, and covenant not to sue the SCFA, South Carolina Department of Labor, Licensing and Regulation, the State of South Carolina, their officers, agents or employees (Releases) as well as any other students or instructors from any and all liability, claims, cost and causes of action arising out of or related to any property damage or personal injury, including death, that may be sustained by me, while participating in such activity, or while on the premises owned, leased or used by Releases. I acknowledge the training involves physically strenuous activities in which I am capable of fully participating. I know of no physical or mental condition that would preclude my full participation in the training.

I certify the information on this registration form is correct. I agree to abide by the rules, policies and regulations of the SCFA. I understand falsifying information or violating rules or procedures may result in me being denied admission to the course, being dismissed from the course, and/or loss of course credit.

I authorize the release of any information concerning my enrollment and completion of all SCFA courses to me, my fire chief, or my department training officer.

I understand the SCFA is not authorized to provide travel, medical or health insurance. I verify that I, or my agency, maintain appropriate and necessary coverage, and I understand that I, or my agency, will be responsible for any medical expenses that I may incur as a result of my participation in this program.

I understand the nature of the tasks I may perform while involved in this training may require a high degree of physical fitness, agility, and dexterity and this may include rigorous exercises which require physical fitness, strength, and stamina. I am fully aware of the risks and hazards associated with fire, rescue, and hazardous materials training, including but not limited to burns, heat stroke, heart attack, heat exhaustion, falls, and other related injuries, and I choose to voluntarily participate in the activity with full knowledge that said activity may be hazardous to me and my property.

In accepting this release, I acknowledge I have read and understand the Release and I am at least 18 years of age and fully competent and a member of a legally organized fire department, fire brigade, fire-related business, or emergency response organization. The Explorer and Open Enrollment courses have limited conditions of age and organizational membership. Explorer and Open Enrollment students younger than 18 are required to obtain parental or guardian approval.

By registering for this course, I hereby give the SCFA permission to reproduce and publish my name and/or photographic likeness.
6.6 Completion Criteria and Student Award Policy

For satisfactory completion, courses and seminars require appropriate attendance and participation (see 5.10.2). Final completion of a course will be made once course fees are paid. It is the responsibility of the fire chief or designee to ensure the student has successfully completed the prerequisite course(s) before submitting the registration. If a student completes a course, even if the SCFA made an error and registered him/her for the course and he/she does not meet the prerequisite(s), no credit will be awarded for the program. The student must repeat the course once the prerequisite(s) has been completed.

Courses that include a written exam and/or practical evaluation require a passing test score for award of certificates. Students completing the course with an overall average of 70 percent or higher and satisfactorily complete the physical and practical exercises, receive a certificate indicating successful completion. Course Orientation Workshops have specific requirements as outlined in the Public Fire Service Curriculum Catalog. The 1151 course has specific requirements as outlined in AG-005.

Student certificates will be mailed once course fees are paid. If a student receives a certificate, and the course fee is not paid within 120 days of the billing date, the certificate is revoked and course credit removed from the student’s transcript. Once the bill is paid, an additional administrative fee must be paid before the course credit is returned to the student’s transcript. Certificates are mailed within 30 days after the course fee is paid.

Students who receive an “Incomplete” grade for a training course must complete the course requirements within 120 days of the course end date in order to receive course credit. Otherwise, the grade will become a “Not Complete” (NC) and the student is required to repeat the entire program to receive credit.

For the “Written (Cognitive) Retest” the following procedure applies:

Individuals failing to obtain the required minimum score will be allowed two retest opportunities for each type of cognitive exam. For cognitive exams, the first retest must be at least 30 days from the original test date but no more than 120 days. The second retest, (if necessary) must be at least 30 days from the first retest, but no more than 210 days from the original test date. This mandatory 30 day waiting period allows for additional study and preparation time. An additional attempt following the two retests can be requested to the attention of the Training and Development Director, if the student believes the testing environment was not adequate or some type of external problem contributed to a failure on the retest. The decision of the Training and Development Director is final on the fourth attempt. The 30 day to 210 day waiting period does not apply to structured recruit school type delivery. Any retest must be completed at a time convenient with the course schedule, but the number of retests will be the same.

For “Skills Evaluations Retest” the following procedure applies:

Students receiving a FAIL rating on the first attempt of a manipulative skill may make an immediate second attempt.

If the student is unsuccessful on the second attempt then, a third attempt may be granted by the Lead Evaluator if:

-50 percent or greater of the required skill steps were completed on BOTH the first and second attempts.
- The evaluator will provide no coaching, but can inform the student which steps were failed.

- The student will be allowed to continue with the evaluation.

Final attempt: Must be completed a minimum of 30 days after, but not more than 210 days after the third attempt. This will be the final attempt allowed and is arranged through the Regional Coordinator.

Note: Failure due to a critical skill step will automatically eliminate the third and final attempt consideration.

If a student fails to receive a certificate within 30 days of the course fee being paid, the SCFA will mail the student a duplicate certificate at no charge providing the request is received within 90 days of the course fee being paid. Requests for duplicate certificates received after the 90 days require a per certificate administrative fee.

If you have a certificate for a non-certification course question, call (803) 896-9857. For questions concerning certificates for certification courses (IFSAC/ProBoard), call (803) 896-9839.

5.7 Equivalency/Reciprocity

The S.C. Fire Academy offers equivalency and reciprocity in certain occupational areas for certifications achieved through other fire training agencies. This program is available only to current, active members of South Carolina fire departments.

Equivalency: The awarding of program credit (i.e. Firefighter I) is to individuals certified or trained at an occupational level to a national standard by an entity not accredited by IFSAC or ProBoard. In order to receive transcript credit levels an applicant, upon approval by a member of the SCFA Accreditation staff, may challenge the certification evaluation for that level. If pursuing certification, in some cases skills testing may also be required. The SCFA does not offer equivalency at the course or subject level unless the course lists a prerequisite to a certification course.

Reciprocity: The awarding of certification, without any required testing, to those individuals who have been certified at an occupational level by an IFSAC or ProBoard accredited entity. The certification must be in one of the occupational levels offered by the SCFA.

For information concerning Equivalency/Reciprocity, visit the website under “Accreditation/Certification.”

5.8 Cafeteria Information

The cafeteria is open Monday through Friday. A weekend option is subject to class demand. Breakfast, lunch, and lodging may be included in course registration fee. The cafeteria does not serve dinner, but is available for catered meals after hours. Catered meals are not included and would be billed separately. The evening meal is the responsibility of the student. Operation hours are:

**Monday through Friday**
- Breakfast 7 a.m. – 8:30 a.m.
- Lunch 11:30 a.m. – 1 p.m.

SCFA Store Information: The SCFA store (in the cafeteria) is available to students, employees, and visitors. The store offers a wide assortment of apparel and souvenir options. The hours of operation are 7 a.m. - 2 p.m. The store accepts cash, check, or credit cards.
5.9 Dormitory Information

Dormitory accommodations are only for students enrolled in an SCFA course (minors are not allowed to stay in the dorm). The dormitory is located on the SCFA grounds and is available on a first-come, first-serve basis. Rooms are semi-private with two students assigned to each room. The fee is $15 per person per night. A single occupancy room may be available on a space available basis, and the fee is $30 per night. Each room has a private bathroom, television, telephone, and alarm clock radio. Bed linens and bath towels are also provided. In addition, a weight training room and pool table are available for student use. The dormitory has a central smoke detection and fire alarm system and is protected by a fire sprinkler system.

Registration/Check-in: Students must request a dorm room on the registration form, listing arrival and departure dates. For regional burn evaluations onsite, the regional coordinator will arrange in advance for requested dorm rooms. Persons registered as a Junior or Explorer (minors) are not allowed to stay in the dorm. For early arrivals or late departures, additional nights of lodging may be available on a first-come, first-serve basis, and must be requested in advance.

Dorm check-in is normally conducted in Room 113 during lunch on the first day of class. Some courses may allow dorm check-in at the course classroom. Students who request dorm check-in the day/night before the class begins or after normal business hours (8:30 a.m. to 5 p.m.) or on weekends will be checked in by the site security officer. Students who do not request a dorm room with their registrations should not come to the SCFA after normal business hours or on weekends requesting a room. If, on the first day, a student needs a dorm room but has not requested it on the registration form, the SCFA will attempt to accommodate the request.

NOTE: After normal business hours, the site security officer is responsible for the safety, conduct, and security of dorm occupants and is available to assist students. Contact Security at (803) 896-9883 or by cell (803) 530-6572 or go to the main entrance guard house.

Checkout: Each student must check out of his/her dorm room by 8:30 a.m. on the last day of class, unless special arrangements have been made. This will usually require paying for another night in the dorm. Room keys must be deposited in the key drop box located outside the dorm office by 8:30 a.m. A lost key requires a $20 key replacement fee. Failure to return a room key before class or using the room after the 8:30 a.m. checkout time results in an additional one-night dorm room charge. Shower facilities with towels are available in the Student Processing Building (9C) for use after the last day of class.

Dormitory Rules and Guideline: Failure to follow the dorm rules listed below may result in a student being discharged from the dorm and forfeiture of dormitory privileges:

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

b. No alcoholic beverages are allowed in the dorm or on state owned property.

c. Dormitory rooms are subject to inspection and/or search if violations of rules are suspected. Checking into the dorm is construed as implied consent to investigations and searches. These investigations and searches will be conducted by proper authorities.

d. Dormitory furnishings are the property of the State of South Carolina. Rooms are inspected prior to student arrival and upon student departure. Any damaged or missing property is charged to the organization that registered and is responsible for the student.

e. Dorm residents must conduct themselves in a professional and courteous manner at all times, taking care that their activities do not interfere with the study or sleep of other residents, especially after 10 p.m.
f. Students will share in keeping dorm rooms, the buildings, and the campus neat and tidy, as directed. Personal items will be neatly stored daily.
g. The dormitory is closed during class hours, with the exception of lunch time. If a student needs to return to a dorm room during class hours, permission must be granted by the course instructor.
h. No room will be shared by male and female students except in the case of married students. Married students should make note on the registration form when requesting a dorm room and check with the dorm coordinator.
i. Tampering with or damaging fire extinguishers, fire detectors, or fire sprinklers is a serious offense and will result in dismissal from the course, removal from the dormitory, and may result in criminal prosecution. The student’s fire department will be billed for repairs or replacement.

5.10 Student Rules and Procedures

Students are expected to abide by the rules and procedures listed below. These rules and procedures apply to anyone attending SCFA courses through any method of delivery, resident or field. Students should become familiar with the rules and procedures before attending SCFA training. Failure to follow SCFA rules and guidelines could result in a student being dismissed from the course or the course certification being revoked, and the student may be penalized in future applications.

Safety – Student and staff safety is of the upmost importance. A student is responsible for his safety. Safety requirements is reviewed at the start of every course and outlined in SP-001.

Class Attendance and Schedule - To ensure adequate training, students are required to attend the first course session and should strive to attend 100 percent of a course. SCFA courses, one-day or less, require 100 percent participation with a 30-minute grace period allowed for tardiness with a valid excuse. If the student is not present at the end of a one-day or shorter course, no credit will be awarded.

For all other SCFA courses, minimum attendance is 80 percent. Any absence may require a written excuse from a fire department chief officer (sickness, work schedule or family emergency). The student must be present for all “Practical Skills Development” sessions. However, for a valid reason approved in advance by the instructor, alternate arrangements may be made.

Resident course times are normally 8:30 a.m. to 5 p.m., unless otherwise listed. A course may be longer than the scheduled end time, if needed to meet course objectives and student needs. Hours for field courses may vary and change from the course catalog. Students are encouraged to carefully read the confirmation card for course information or check with the course instructor for details. Special night and weekend evolutions may be scheduled in some courses. Special seminars and weekend courses may have separate attendance requirements.

Tardiness - Students are required to be punctual for all classes, training, and activities. Classes begin promptly at the scheduled time, unless specific alternate instructions are given. Late arrivals could be dismissed from the course without valid reasons verified and approved by the department chief or training officer. Habitual tardiness could lead to dismissal from the course.

Absences – Students should strive for 100 percent attendance. Unless special permission is received from the instructor, students are not permitted to leave SCFA courses during training hours. Failure to comply will result in an unexcused absence and possible dismissal. Most courses have a 10-minute break every hour, so leaving the class for any reason, including to take a cell phone call, is considered an absence and will be recorded as such. Emergency leave may be allowed for legitimate reasons.
Students are responsible for missed sessions. Make up of some sections for some courses, and in particular “Practical Skills Development,” may not be available until the next scheduled course, and the student’s record will indicate an “Incomplete.” An “Incomplete” can only be awarded for a valid reason when requested by the student in writing with approval of his/her chief or training officer and is only applicable for courses that are more than 24 hours, and the student must complete at least 60 percent of the course.

Withdrawals: Should it become necessary for a student to withdraw from a course, the course instructor must be notified. Equipment and supplies issued to the student must be returned before leaving class. Once the student begins the course, no course refund is allowed. If the minimum course attendance has been met, the student can make a written request with approval of the chief for an “Incomplete.” If not, he/she must repeat the entire course.

Dress Code: The South Carolina Fire Academy requires professional dress, shirt with sleeves, long pants, and appropriate footwear for the training environment of the class the student is attending. Shorts (even if a component of a department official uniform) are not allowed in the classrooms or training grounds. Shorts and appropriate work out clothing is allowed after hours in the dormitory area. Shirts with sleeves, long pants and socks are required to be worn under protective equipment for any evolution requiring PPE for both resident and offsite courses. Any clothing found to be offensive by SCFA management will not be allowed. Jewelry that may interfere with proper use of PPE or may cause a safety concern, as determined by SCFA management, may be required to be removed to allow participation in the course.

Releasing Scores or Transcripts: Test scores, training records, and student transcripts will be released only to the student, the student’s fire chief, or the department training officer. Students have access to their records through the online Fire Portal. Requests for the release of information must be made in writing using a Transcript Request Form (Attachment 6.3). All information must be provided, and the form must be signed. If the transcript is to be sent to someone other than the student, the full name and address of the recipient must be included. Student transcript information may not be sent by FAX, and no information will be given over the telephone.

Equipment, Facilities and Parking: Students must park in designated areas, observe posted signs, and avoid any abuse of the SCFA’s or fire department’s equipment or facilities. Students are responsible for the proper care and return of SCFA-issued equipment and/or supplies. Intentionally damaging SCFA property or equipment may result in disciplinary action up to and including dismissal from the course, and the student’s organization will be billed for costs associated with the damages. For a course taught at a fire department, all students must comply with SCFA guidelines and the host department’s rules and guidelines.
Cheating: Any student caught cheating during training or testing is immediately dismissed and receives a zero grade on the exam and is not be allowed to retest. No course fee refunds will be made. The student’s fire department is also notified of the violation.

Falsification: Any falsification of documents, registrations forms, certificates, or records will result in disciplinary action and could result in loss of course certification. No course fee refunds will be made. The student’s fire department is also notified of the violation.

Electronic Devices: There shall be no cell phones or any electronic device capable of transmitting photographs or video footage in the personal possession of any student or instructor during the delivery of any training, testing, or evaluation conducted by the SCFA. Certain designated personnel, such as lead evaluators, lead instructors, and full-time SCFA staff members are allowed an exception to this rule for safety and operational requirements. All such devices must be removed by the individual prior to entering the training location. The SCFA assumes no responsibility for these items when stored. This ban on personal possession of these devices includes classroom and field activities. Violators will be asked to secure the item or to leave the training location. In addition, violators during written test sessions will receive a zero grade on the exam and will not be allowed to retest. Personal computers are allowed at the SCFA in the dormitory, cafeteria, and classrooms when required.

Illness or Injury: Ill or injured students must report immediately to the instructor. Students are expected to be covered by the agency they represent with Worker’s Compensation insurance or similar coverage. The SCFA does not provide Worker’s Compensation or medical insurance coverage for students and assumes no liability or responsibility for illness or injury experienced while attending or participating in SCFA programs. An injury report must be filed. Any student with a medical condition upon arrival to an SCFA class, or has a medical situation within an SCFA class, is not allowed to participate or stay at the Academy facility without a medical clearance letter from a licensed health care provider stating the student is medically released to perform firefighting duties.

Use of Tobacco: The SCFA prohibits the use of any tobacco products inside buildings and SCFA vehicles on campus. Designated smoking areas are provided. Use of tobacco products during training evolutions is limited to scheduled breaks. Tobacco products must be disposed of in appropriate waste containers. Throwing tobacco products on the ground is littering and unacceptable.

Weapons and Explosives: Weapons of any type and/or explosives are prohibited on SCFA grounds except as may be specifically required to conduct official training. This includes, but is not limited to, firearms, ammunition, bows, arrows, knives with a blade longer than four inches, blasting agents and/or fireworks. Any student found displaying and/or carrying any type of contraband will be subject to immediate dismissal. This policy applies to visitors to the campus, including law enforcement personnel, unless the officer is serving within his official capacity and jurisdiction. (This policy is identical to the S.C. Criminal Justice Academy’s weapons policy.)
Use of Alcohol, Drugs, Narcotics or Prohibited Substances, Zero Tolerance Policy: The use and/or possession of alcoholic beverages, illegal drugs/narcotics, or non-prescribed prescription drugs is prohibited on SCFA grounds or any facility supervised by SCFA staff. Students may not participate in SCFA training while under the influence of alcohol, legal, or illegal drugs. Possession of, or use of, alcohol by a student younger than 21 is a criminal offense and may be prosecuted accordingly.

Students in the 1151 course are required to stay onsite, but are allowed to leave at the end of each day’s class. Students are subject to call out for simulated emergency response exercises any time after curfew. Therefore, students are prohibited from off-campus consumption of alcohol during the course. If any student is suspected of consuming alcohol or drugs/narcotics on or off campus or appears to be under the influence may be required to submit to an appropriate test at his/her own expense. Refusal to test will result in automatic dismissal from the program. If the test confirms a level of impairment or intoxication, the student is in violation of the SCFA Zero Tolerance Policy and will be dismissed from the program. A positive test of illegal drugs, or prescription drugs without an authorized prescription, will result in dismissal from the program. The fire chief will be notified of the dismissal.

Any student on site or in an SCFA course who is impaired by alcohol, drugs or medication, or illegal drugs and cannot function or behave properly or professionally is subject to disciplinary action up to and including dismissal. If a student is taking prescription medication that may impair his/her ability, he/she must inform SCFA staff in advance. If it is determined the medication may cause impairment, or create a detrimental environment to the students or others, the student will be dismissed from the course until able to perform properly. If necessary, an impaired student may be transferred to an appropriate medical facility, or referred to a local law enforcement authority. A student may be offered a dorm room and permitted to stay until the next day, if safe transportation for departure is not readily available.

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

Personal Hygiene and Grooming: Students are expected to maintain personal hygiene and acceptable appearance. A student who has hair (stubble, mustache, sideburns, beard, bangs, or low hairline), jewelry or other impediment in the seal area of an SCBA face piece, will not be permitted to wear an SCBA in SCFA courses requiring breathing protection. SCBA participation may be required for successful course completion. Passing a fit test with a beard is not allowed by OSHA as meeting the SCBA wearers’ requirement.
**Policies**

Oral Testing: The SCFA provides oral testing ONLY as a reasonable accommodation for students who qualify under Americans with Disability Act. To apply for the accommodation, a student must submit a written request to the coordinator, accompanied by documentation from a professional with an appropriate license to make diagnosis and to recommend reasonable accommodation. In order to assure that accommodation will be available in a timely fashion, the SCFA asks the request be filed with the regional coordinator at the time of application for a course and no later than the mid-point of the course. When oral testing is approved, the coordinator will set the time and place for exam administration. Reference the Oral Retest Policy in AP 11. [NOTE: Oral examinations may not be reasonable for Hazardous Materials courses where the student must demonstrate the ability to locate and use appropriate sections of the DOT Emergency Response Guidebook.]

Site Housekeeping: Students are also required to maintain classroom cleanliness. Each student is responsible for the removal of trash from the area and the alignment of the nameplate, books, and chair each day. Students are responsible for cleaning vehicles, equipment, and tools used during training and returning them to the normal storage area.

1151 Firefighter Candidate School: The 1151 Firefighter Candidate School is the SCFA’s flagship course. This intense eight-week course meets NFPA Professional Qualifications for Firefighter I, Firefighter II, Hazardous Materials Awareness, and Hazardous Materials Operations. The 1151 course is only conducted onsite. Students are required to live onsite, and part of the course includes living together in a fire station-like environment. This course requires after-hours homework, study group activities, review of materials, watching videos/CDs related to the course material and after-hours emergency drills to experience real life emergency situations. Upon successful completion of the Firefighter Candidate School, the student will be awarded South Carolina certification for Firefighter I, Firefighter II, Hazardous Materials Awareness and Hazardous Materials Operations as recognized by IFSAC/ProBoard. Visit the website and review AG-005 (1151 Firefighter Candidate School guidelines) that outlines details associated with this course, including registration and fees.

Student Conduct: SCFA administration will review all infractions committed by students. These include but are not limited to: violations of law; gambling, or possession of illegal substances; disorderly student conduct; racial or sexual slurs or harassment; profane, obscene or vulgar language; damage to property; or any action that interferes with training or endangers the safety of any individual. A determination that a student has committed a violation may result in disciplinary actions up to dismissal.

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

Visitors: Except persons on official business, those visiting the Firefighter Memorial Garden or the cafeteria, visitors are not allowed in SCFA courses or on the SCFA site. Only authorized personnel and registered students are allowed past the cafeteria. All other visitors must register at the SCFA administration building and be approved to visit. This applies to SCFA field courses. This also applies to the credentialed media onsite. For local courses, it is at the discretion of the local fire chief to approve credentialed media.
# Course Student Minimums and Maximums and Fees (Note: Fees Subject to Change)

## 2016

*Meals and dorms extra unless noted*

<table>
<thead>
<tr>
<th>Firefighter</th>
<th>Municipal Fire Service Fees. (Industry and out of State/ Country call for details and pricing)</th>
<th>Min: 12</th>
<th>Max: 25</th>
</tr>
</thead>
<tbody>
<tr>
<td>1135 Structural Burn Refresher</td>
<td>$25</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1136 Flammable Liquids and Gas</td>
<td>Resident Fee: $37 (lunch included)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Firefighting</td>
<td>Offsite Fee: Offsite delivery at approved facilities; contact regional office for pricing and details.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1139 Rescuing the Rescuer</td>
<td>$25</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1151 Recruit Firefighter</td>
<td>Resident Fee: $880 in-state (includes two meals daily and housing over eight weeks)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grant fee, open enrollment fee, in-state military: $2,680 (includes two meals daily and housing over eight weeks), out-of-state, out-of-state military: $3,075, out-of-country: $3,665</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Note: On-campus delivery only</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1152 Fundamentals of Firefighting</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1153 Firefighter I</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1154 Firefighter II</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1155 NFPA Firefighter I</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1160 Truck Company Operations for</td>
<td>$25, Training in house $5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential Occupancies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1176 Pipeline Emergencies</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1177 Responding to Utility Emergencies</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1181 Wildland Fire Training for</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Structural Firefighters</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1182 Wildland Urban Interface Structure</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Protection</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1402 Hybrid NFPA FIREFIGHTER I</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1403 Hybrid NFPA Firefighter II</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8118 Positive Pressure Ventilation</td>
<td>$5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8316 Traffic Incident Management</td>
<td>Hand off Program - In-house only</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Fee</td>
<td>Delivery Options</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------------------------------</td>
<td>--------------</td>
<td>------------------</td>
</tr>
<tr>
<td>1410</td>
<td>Emergency Vehicle Response Awareness</td>
<td>N/A</td>
<td>Online – Free</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Traditional delivery - $5</td>
</tr>
<tr>
<td>1205</td>
<td>Emergency Vehicle Response Awareness</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
</tr>
<tr>
<td>1210</td>
<td>Emergency Vehicle Driver Training</td>
<td>$5</td>
<td>Min: 10 Max: 15</td>
</tr>
<tr>
<td>1220</td>
<td>Pump Operations</td>
<td>$5</td>
<td>Min: 10 Max: 15</td>
</tr>
<tr>
<td>1221</td>
<td>Pump Operations II (Mobile Water Supply)</td>
<td>$5</td>
<td>Min: 10 Max: 20</td>
</tr>
<tr>
<td>1250</td>
<td>Aerial Operations</td>
<td>$25</td>
<td>Min: 10 Max: 16</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Fee</th>
<th>Delivery Options</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>2100</td>
<td>Fire Officer I</td>
<td>$5 In-state, non-fire service, Industry, DOD, $480.00, out-of-state, $640.00</td>
<td>Min: 12 Max: 20</td>
<td></td>
</tr>
<tr>
<td>2101</td>
<td>Fire Officer I - Blended Learning</td>
<td>$5 In-state only</td>
<td></td>
<td>Min: 12 Max: 16</td>
</tr>
<tr>
<td>2102</td>
<td>Fire Officer II</td>
<td>$5 In-state, non-fire service, Industry, DOD, $480.00, out-of-state, $640.00</td>
<td>Min: 12 Max: 20</td>
<td></td>
</tr>
<tr>
<td>2110</td>
<td>Preparation and Decision Making for Initial Company Operations</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2117</td>
<td>Introduction to Volunteer Emergency Services Management</td>
<td>$25, Training in-house $5</td>
<td>Min: 12 Max: 40</td>
<td></td>
</tr>
<tr>
<td>2118</td>
<td>Preparation for Initial Company Operations</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2119</td>
<td>Strategy and Tactics for Initial Company Ops</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2121</td>
<td>Decision Making for Initial Company Ops</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2130</td>
<td>Bldg. Construction Prin: Non-combust</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2132</td>
<td>Bldg Construction Principles: Combustible</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2144</td>
<td>Incident Command for High-rise Operations</td>
<td>$25</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2145</td>
<td>IC for Structural Collapse Incidents</td>
<td>$25</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2146</td>
<td>Incident Command System and Resource Management for the FS</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2148</td>
<td>Introduction to Unified Command</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2150</td>
<td>Incident Safety Officer</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Fee</td>
<td>Grant Details</td>
<td>Min: Max</td>
</tr>
<tr>
<td>-------------</td>
<td>-----------------------------------------------------</td>
<td>-----</td>
<td>---------------</td>
<td>----------</td>
</tr>
<tr>
<td>2151</td>
<td>Health and Safety Officer</td>
<td>$5</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
</tr>
<tr>
<td>2153</td>
<td>I-300 - Intermediate ICS</td>
<td>$5</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
</tr>
<tr>
<td>2154</td>
<td>I-400 - Advanced ICS</td>
<td>$5</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
</tr>
<tr>
<td>2155</td>
<td>Fire Ground Simulation</td>
<td>$5</td>
<td>$5</td>
<td>Min: 12 Max: 30</td>
</tr>
<tr>
<td>2158</td>
<td>THE NEW FIRE CHIEF I: Challenging Issues</td>
<td>Free if Grant</td>
<td>$5 in-state</td>
<td>Min: 12 Max: 20</td>
</tr>
<tr>
<td>2159</td>
<td>Politics and the White Helmet</td>
<td>Free if Grant, Request $5 in-state</td>
<td>$5 in-state</td>
<td>Min: 12 Max: 20</td>
</tr>
<tr>
<td>2160</td>
<td>THE NEW FIRE CHIEF 2: Administrative Issues</td>
<td>Free if Grant, Request $5 in-state</td>
<td>$5 in-state</td>
<td>Min: 12 Max: 20</td>
</tr>
<tr>
<td>2171</td>
<td>Leadership I for Fire and EMS: Strategies for Company Success</td>
<td>$25, Training in-house $5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2172</td>
<td>Leadership II for Fire and EMS: Strategies for Personal Success</td>
<td>$25, Training in-house $5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2173</td>
<td>Leadership III for Fire and EMS: Strategies for Supervisor</td>
<td>$25, Training in-house $5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2176</td>
<td>Shaping the Future</td>
<td>$25, Training in-house $5</td>
<td>Min: 12 Max: 30</td>
<td></td>
</tr>
<tr>
<td>2182</td>
<td>New Fire Chief III: Contemporary Issues</td>
<td>Free if Grant, Request $5 in-state</td>
<td>$5 in-state</td>
<td>Min: 12 Max: 20</td>
</tr>
<tr>
<td>5246</td>
<td>Introduction to NFIRS 5.0</td>
<td>$0</td>
<td></td>
<td>Min: 15 Max: 30</td>
</tr>
<tr>
<td>7177</td>
<td>Training Operations In Small Departments</td>
<td>$5 (Free under DHS Grant)</td>
<td>$5 in-state</td>
<td>Min: 12 Max: 20</td>
</tr>
<tr>
<td>7741</td>
<td>New Fires, So What?</td>
<td>$5</td>
<td>$5</td>
<td>Min: 12 Max: 25</td>
</tr>
</tbody>
</table>

**Hazardous Materials**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Fee</th>
<th>Grant Details</th>
<th>Min: Max</th>
</tr>
</thead>
<tbody>
<tr>
<td>1427</td>
<td>Online Hazardous Materials Awareness Level</td>
<td>$5</td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>1429</td>
<td>Hybrid Hazardous Materials Operations</td>
<td>$5 in-state ( SC FF Only)</td>
<td></td>
<td>Min: 12 Max: 20</td>
</tr>
<tr>
<td>2719</td>
<td>Hazmat (hazwoper) Tech Refresher</td>
<td>$75 in-state, $256 out-of-state, DOD</td>
<td>Grant fee: $3,570.00 class</td>
<td>Min: 12 Max: 20</td>
</tr>
<tr>
<td>2723</td>
<td>Hazardous Materials Technician</td>
<td>$125 in-state; training in-house $45; non-municipal $480; $640 out-of-state, DOD Grant Fee: $8,800.00</td>
<td></td>
<td>Min: 12 Max: 20</td>
</tr>
<tr>
<td>2726</td>
<td>Hazardous Materials Operations: Refresher</td>
<td>$25 in-state, training in-house $5, $96 non-municipal, $128 out-of-state, DOD (Grant funding - $2,170.00)</td>
<td></td>
<td>Min: 12 Max: 20</td>
</tr>
<tr>
<td>2727</td>
<td>Hazardous Materials Awareness Level</td>
<td>5 Grant fee: $1,200.00</td>
<td></td>
<td>Min: 12 Max: 30</td>
</tr>
<tr>
<td>2728</td>
<td>Hazardous Materials Operations</td>
<td>$5 in-state, $384 out-of-state, DOD Grant Fee: $5,000.00</td>
<td></td>
<td>Min: 12 Max: 20</td>
</tr>
<tr>
<td>Code</td>
<td>Course Description</td>
<td>Fee Details</td>
<td>Min: Max:</td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------</td>
<td></td>
</tr>
<tr>
<td>2736</td>
<td>Chlorine Response Specialist</td>
<td>$75 in-state, $192 non-municipal - $235 in-state DOD and $256 out-of-state, DOD Grant fee: $3,750.00</td>
<td>15: 20</td>
<td></td>
</tr>
<tr>
<td>2740</td>
<td>Risk Based Response Air Monitoring</td>
<td>$25</td>
<td>Min: 12 Max: 20</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Fire Instructor</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4165</td>
<td>Fire and Life Safety Educator I</td>
<td>$5 In-state on campus, non-fire service, $156, out-of-state, $512</td>
<td>Min: 12 Max: 16</td>
<td></td>
</tr>
<tr>
<td>4170</td>
<td>Fire Instructor I-Blended Learning</td>
<td>$5 – S.C. firefighters only</td>
<td>Min: 12 Max: 16</td>
<td></td>
</tr>
<tr>
<td>4171</td>
<td>Fire Instructor I</td>
<td>$5 In-state, non-fire service, Industry, DOD, $480.00, out-of-state, $640.00</td>
<td>Min: 10 Max: 16</td>
<td></td>
</tr>
<tr>
<td>4172</td>
<td>Fire Instructor II</td>
<td>$5 In-state, non-fire service, Industry, DOD, $480.00, out-of-state, $640.00</td>
<td>Min: 10 Max: 16</td>
<td></td>
</tr>
<tr>
<td>4174</td>
<td>New Instructor Orientation Program</td>
<td>Free; provided all required prerequisites are submitted</td>
<td>Min: 6 Max: 16</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Technical Rescue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3302</td>
<td>Confined Space Refresher</td>
<td>Resident Fee: $25 in-state, $128 out-of-state Regiona Fee: $25 ($50 if use of the Confined Space Rescue maze trailer is required off-site)</td>
<td>Min: 12 Max: 20</td>
<td></td>
</tr>
<tr>
<td>3309</td>
<td>Introduction to Technical Rescue</td>
<td>Free</td>
<td>Online</td>
<td></td>
</tr>
<tr>
<td>3312</td>
<td>Trench Rescue 1</td>
<td>$100 on-site; $300 non-municipal; $384 out-of-state, military, $155 off-site municipal.</td>
<td>Min: 20 Max: 30</td>
<td></td>
</tr>
<tr>
<td>3330</td>
<td>Basic Auto Extrication</td>
<td>$25 in-state, training in-house $5 (Department must provide all necessary equipment)</td>
<td>Min: 15 Max: 20</td>
<td></td>
</tr>
<tr>
<td>Code</td>
<td>Course Description</td>
<td>Fee Details</td>
<td>Min: Max:</td>
<td></td>
</tr>
<tr>
<td>-------</td>
<td>--------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>----------</td>
<td></td>
</tr>
<tr>
<td>3350</td>
<td>Water Rescue Operations</td>
<td>$25, $192 non-municipal, $256 out-of-state, military</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3390</td>
<td>Confined Space Entry Operations</td>
<td>$25 ($5 in-house, no equipment)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Note: Use of the SCFA Confined Space trailer (includes delivery) $50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3392</td>
<td>Confined Space Rescue</td>
<td>$25 ($5 in-house, no equipment)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Note: Use of SCFA confined space trailer (includes delivery) $50 / unless course is concurrent with 3390</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Inspection & Investigation**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Description</th>
<th>Fee</th>
<th>Min: Max:</th>
</tr>
</thead>
<tbody>
<tr>
<td>2139</td>
<td>Intro to Fire Inspection Principles &amp; Practices</td>
<td>$25</td>
<td></td>
</tr>
<tr>
<td>3213</td>
<td>Basic Arson Course</td>
<td>Free</td>
<td>Min: 18 Max: 30</td>
</tr>
<tr>
<td>3224</td>
<td>Initial Fire Investigation for First Responders</td>
<td>$25</td>
<td></td>
</tr>
<tr>
<td>8608</td>
<td>ICC Fire Inspector I Exam Prep</td>
<td>$350</td>
<td></td>
</tr>
<tr>
<td>8609</td>
<td>ICC Fire Inspector I Exam</td>
<td>The exam fee is included in the 8608 Fire Marshal Certification Course</td>
<td></td>
</tr>
<tr>
<td>8610</td>
<td>SC Fire Marshal Rules and Regulations</td>
<td>$5</td>
<td>Min: 10 / Max: Dependent upon location</td>
</tr>
</tbody>
</table>

**Aircraft Rescue Firefighting**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Description</th>
<th>Fee Details</th>
<th>Min: Max:</th>
</tr>
</thead>
<tbody>
<tr>
<td>3400</td>
<td>Airport Firefighter</td>
<td>$821 in-state, non-federal departments; $944 out-of-state and federal departments; $1,294 out-of-country. (fee includes 5 nights occupancy in dorms &amp; breakfast and lunch meals for 5 days)</td>
<td></td>
</tr>
<tr>
<td>3402</td>
<td>Municipal FD Approach to Aircraft Rescue ME</td>
<td>$25 in-state, non-federal departments, $225 out-of-state, $250 military</td>
<td></td>
</tr>
<tr>
<td>3405</td>
<td>FAR 139 - Wheels, Engine and Interior Fires</td>
<td>$50 in-state, non-federal departments, $150 out-of-state and military</td>
<td></td>
</tr>
<tr>
<td>3406</td>
<td>FAR 139 - Truck Operation Pit Fires</td>
<td>$300 in-state, $330 out-of-state and military</td>
<td></td>
</tr>
<tr>
<td>3409</td>
<td>ARFF Foam and Flammable Liquids Firefighting</td>
<td>$210 in-state, $275 non-municipal and DOD, $350 out-of-state</td>
<td></td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Fee Description</td>
<td>Min: Max</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------------</td>
<td>------------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>2183</td>
<td>Youth Fire Setting Prevention and Intervention Level I</td>
<td>$5</td>
<td>Min: 10 Max: 30</td>
</tr>
<tr>
<td>2184</td>
<td>Youth Fire Setting Prevention and Intervention Level II</td>
<td>$5</td>
<td>Min: 10 Max: 30</td>
</tr>
<tr>
<td>4165</td>
<td>Fire and Life Safety Educator I</td>
<td>$5 In-state on campus, non-fire service, $156, out-of-state, $512</td>
<td>Min: 12 Max: 16</td>
</tr>
</tbody>
</table>