



MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject CERTIFICATION STANDARDS FOR TRAINING, EXPERIENCE, AND CREDENTIALING REQUIREMENTS	Number 36-08AM
Originating Department MONTGOMERY COUNTY FIRE AND RESCUE SERVICE	Effective Date 10/13/09

CERTIFICATION STANDARDS FOR TRAINING, EXPERIENCE, AND CREDENTIALING REQUIREMENTS

Issued by: County Executive
Executive Regulation No. 36-08AM

Authority: Code Sections 21-18, *Training Requirements and Certification Standards*, and 21-8A, *Standardized Incident Management System*

Supersedes: *Certification Standards for Training, Experience, and Credentialing Requirements* Executive Regulation No. 21-06AM

Council review: Method (2)
Register Vol. 25, Issue 12
Effective date: October 13, 2009

SUMMARY:

This Regulation is being amended to require all MCFRS personnel who are listed on the Integrated Emergency Command Structure (IECS) to complete training in the standardized National Incident Management System-Incident Command System (NIMS-ICS), in compliance with Homeland Security Presidential Directive (HSPD) #5, dated 2/23/03, and Sec. 21-8A of the Montgomery County Code. HSPD #5 requires that local jurisdictions comply with NIMS in order to be eligible for federal preparedness assistance funding. In September 2006, the County Council adopted Resolution 15-1612 establishing NIMS as the standard for incident management in Montgomery County.

As provided under Section 4.u., the Fire Chief initially required, by General Order #07-16 (revised), dated 10/10/07, additional training for all IECS-certified personnel to comply with Homeland Security Presidential Directive #5. This Regulation establishes the training and timetable for completion in General Order #07-16 as permanent requirements, and supersedes the General Order.

All current IECS-certified MCFRS personnel, as appropriate for their rank and their designation as EMS Provider or Firefighter/Rescuer, must complete the applicable NIMS-ICS training. For Firefighter/Rescuer I



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and II, and EMS Provider I and II, the requirements are IS-700 and IS-100 (Awareness Level). For Firefighter/Rescuer III, and Master Firefighter/Rescuer through Captain, the requirement is IS-200 (Operations Level). All Rostered Chief Officers, i.e., Rostered Certified Chief Officer, career Assistant Chief, Duty Operations Chief, Division Chief, and Fire Chief, must complete IS-300 and IS-400. All Command Level personnel must also complete IS-800, which is an introduction to the National Response Plan.

In addition to the requirements above for *current* MCFRS personnel, all new, entry level MCFRS personnel must complete IS-700 and IS-100 NIMS-ICS training within one year of their certification at the rank of Firefighter/Rescuer I/EMS Provider I.

These requirements are included on the attached Appendix A-1 for Firefighter/Rescuers, and Appendix A-2 for EMS Providers.

DEADLINE: Montgomery County *Register* Comment: December 31, 2008. Please submit comments to Beth Feldman, Office of the Fire Chief, 12th Floor, 101 Monroe Street, Rockville, Maryland, 20850. Comments may be e-mailed to Beth.Feldman@montgomerycountymd.gov

BACKGROUND: The successful completion of training, experience, and credentialing standards is necessary to ensure that personnel who perform fire suppression, rescue, emergency medical service functions, and mitigate all-hazards incidents, including those involving chemical, biological, radiological, nuclear, and explosive (CBRNE) hazards, possess the requisite knowledge, skills, and abilities to safely and effectively perform those functions.

These training, experience, and credentialing standards are developed from applicable federal, State, regional, and local standards. This Regulation is consistent with the intent and organization of the *Integrated Emergency Command Structure*.



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Section 1. Purpose. This Regulation adopts and implements training, experience, and credentialing certification standards, consistent with Montgomery County *Code* Sections 21-18, and 21-8A. These requirements apply to volunteer and career personnel engaging in the same operational duties.

Section 2. Definitions.

- a. **Active.** IECS-certified career or volunteer personnel serving in positions directly involved in mitigating all-hazards and emergency incidents, including performing services such as response to: fires, rescue incidents, and medical emergencies; and acts of terrorism and catastrophic events caused by weapons of mass destruction.
- b. **All-Hazards Incident.** Any event, whether natural or human-caused, that requires mitigation to: protect life, property, the environment, public health, or safety; and minimize the disruption of government, social, or economic activities.
- c. **Basic Core Training Requirements.** Core requirements that are developed as minimum training requirements for participation in the IECS, that meet staffing needs for personnel assigned either to fire suppression units, or to EMS units. These basic core training requirements are indicated in Appendices A-1 for Firefighter/Rescuers, and A-2 for EMS Providers.
- d. **Career (employee).** A fire/rescue Merit System employee of Montgomery County, or an employee of a local fire and rescue department, who provides firefighting, rescue, or emergency medical service.
- e. **Certified/Certification.** Documented proof of an individual's knowledge, skills, and abilities (KSAs), and a determination of competency through a process identified by the Fire Chief, which may include testing, evaluation, or practical exercise components.
- f. **Certified Chief Officer.** An MCFRS officer who has met the training and experience requirements identified in this Regulation and has been certified at the IECS rank of Battalion Chief or above by the Fire Chief or designee.



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- g. **CBRNE (pronounced "see-burn")**. The term of art acronym for chemical, biological, radiological, nuclear, and explosive hazards, any one or a combination of which are considered to be included in the term "weapons of mass destruction."
- h. **Competency Evaluation**. A process that evaluates an individual's knowledge, skills, and abilities within a particular rank. Competency evaluation may include a written or oral exam, an evaluation by skills demonstration, or tabletop exercise.
- i. **Credential/Credentialing**. A system of certifying personnel who are qualified to respond to all-hazards incidents locally, regionally, and nationally. This system will enable the development of local minimum standards and national standards for those personnel who are qualified to provide an intrastate and interstate application. For Certified Chief Officers, this process will include successful demonstration of required competencies.
- j. **EMS Provider**. A volunteer member of MCFRS who provides only emergency medical services.
- k. **Emergency Service Provider**. An individual who is accepted as a volunteer or career employee of the Montgomery County Fire and Rescue Service, and who is certified to perform firefighting, rescue, or emergency medical services.
- l. **Firefighter/Rescuer**. A career or volunteer member of MCFRS who provides firefighting, rescue, and emergency medical services.
- m. **FROMS**. Acronym for Fire and Rescue Occupational Medical Section.
- n. **Integrated Emergency Command Structure (IECS)**. The operational chain of command and rank structure that integrates all fire and rescue services personnel, both career and volunteer, who have met the applicable training, experience, certification, and credentialing requirements.
- o. **IECS-Certified**. Status indicating an individual's eligibility to serve at a specific rank level, as noted in Regulation No. 16-05AM, *Integrated Emergency Command Structure*, in accordance with these training and certification standards.



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- p. **IFSAC**. Acronym for International Fire Service Accreditation Congress, the organization that adopted the professional qualification standards defining the knowledge and performance requirements for fire service personnel.
- q. **KSAs**. Abbreviation for Knowledge, Skills, and Abilities, a listing of the qualifications and personal attributes that are needed to qualify for a specific position.
- r. **MFSPQB**. Abbreviation for Maryland Fire Services Personnel Qualifications Board, the accreditation agency for fire service personnel in the State of Maryland.
- s. **Montgomery County Fire Corps (“Fire Corps” or “MCFC”)**. Individuals who have been approved by the Chief, Division of Volunteer Services, who volunteer their time, skills, and abilities to provide non-operational, non-emergency, administrative and other types of service and assistance to MCFRS and the residents of local communities, in support of the mission and goals of MCFRS.
- t. **NBFSPQ**. Abbreviation for National Board on Fire Service Professional Qualifications, which uses the NFPA’s professional qualifications standards to define the knowledge and performance requirements for fire service personnel.
- u. **National Incident Management System- Incident Command System (NIMS-ICS)**. A standardized, consistent, nation-wide approach enabling federal, State, and local governments to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of their cause, size, or complexity, that provides for interoperability and compatibility among responders. The NIMS includes a core set of concepts, principles, terminology, and technologies covering: the incident command system; multi-agency coordination systems; unified command; training; identification and management of resources; qualifications and certification; and collecting, tracking, and reporting of incident information and resources.
- v. **Peer Evaluation**. A process by which an officer of equal or senior rank uses established benchmark criteria to evaluate another officer’s or firefighter’s performance during an emergency incident.
- w. **Personnel**. All active, IECS-certified firefighter/rescuer and emergency medical service providers, including volunteers and employees of the Local Fire and Rescue



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Departments, and County Merit System employees of the MCFRS.

- x. **Provisional Period/Status.** The status of an MCFRS individual who is rated medically unacceptable by FROMS, or who is on a leave of absence from MCFRS, or has failed to recertify in his/her current MCFRS rank. This individual must not participate in IECS activities, except as approved by the Fire Chief.
- y. **Training Officer.** The individual designated by the Fire Chief with the responsibility to train all operational personnel of the Montgomery County Fire and Rescue Service.
- z. **Volunteer.** An individual who, without salary, performs firefighting, rescue, or emergency medical services with the MCFRS, as part of its Division of Volunteer Services.
- aa. **Weapons of Mass Destruction (WMD).** Chemical, biological, radiological, nuclear, or explosive weapons that are capable of indiscriminately killing large numbers of human beings.

Section 3. Applicability. This Regulation applies to all new, **provisional**, and **active firefighter/rescuer** and emergency medical services **personnel**, both career and **volunteer**, who provide **firefighter/rescuer** or emergency medical services.

Section 4. Policy. All **active firefighter/rescuer** and emergency medical services **personnel** must meet applicable standards of training and experience to be eligible to serve in the Montgomery County Fire and Rescue Service, and to participate in the **IECS**. Most training requirements may be met at the MCFRS Public Safety Training Academy (PSTA). However, MCFRS **personnel** may also take training from other agencies and organizations. Certain training requirements may be met through the successful completion of Web-based, on-line interactive courses, including required **NIMS-ICS** classes IS-700, IS-100, IS-200, and IS 800.

For equivalency requirements for training acquired on-line, or inside or outside Montgomery County, see Sec. 4. g., below. The training and experience requirements are defined and required by this Regulation, and are attached as Appendix A-1 for **Firefighter/Rescuers**, and Appendix A-2 for **EMS Providers**. An LFRD Chief may request the Fire Chief to list an individual as **IECS-certified** after the individual has completed the training and/or experience



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requirements for any stated rank or title.

- a. **Categories Established.** Two categories of MCFRS participation are established: **Firefighter/Rescuer (volunteer and career)**, and **EMS Provider (volunteer only)**.
- b. **Medical Acceptance.** Individuals who apply for **IECS certification** must meet the medical evaluation requirements established in Executive Regulation #01-05AM, *Medical Standards for Operational Members and Candidates of the Montgomery County Fire and Rescue Service*.
- c. **Entering MCFRS.** An individual must be 16 years of age to qualify to train at the Montgomery County Public Safety Training Academy, and may enter the Montgomery County Fire and Rescue Service in one of several ways, as indicated below.
 - 1. An individual may enter without any previous firefighting, rescue, or emergency medical service training or experience by making application to MCFRS.
 - 2. An individual may become a **volunteer** member of MCFRS by meeting the membership requirements of a specific LFRD, or the **Montgomery County Fire Corps**, by successfully completing a criminal records background check, and being rated medically acceptable by **FROMS** under Executive Regulation #01-05AM, *Medical Standards for Operational Members and Candidates of the Montgomery County Fire and Rescue Service*.
 - 3. An individual may have obtained previous **certified** equivalent training and experience, and may seek to enter from another jurisdiction.
 - 4. An individual may re-enter the MCFRS service delivery system following a leave of absence from **active IECS** participation, and will enter **Provisional Status**, pending reinstatement
- d. **Requirements for New Personnel.**
 - 1. **Orientation Training.** All **personnel** who enter MCFRS must successfully complete an orientation training program. Orientation training is performance-based and not hour-specific, and must meet the performance criteria



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established by the Fire Chief. Components of the orientation training may be conducted in the fire/rescue station, on-line (web-based), and/or at the Public Safety Training Academy.

2. The Fire Chief or LFRD Chief must **certify** and record successful completion of the orientation training for new **personnel**.
3. **Personnel** in the **Firefighter/Rescuer** category who successfully complete the orientation training are considered **Firefighter/Rescuer** candidates/recruits until they have met the training and/or certification and age requirement for **Firefighter/Rescuer I**.
 - A. A **Firefighter/Rescuer** candidate/recruit may ride fire suppression apparatus as an observer, and may assist qualified **personnel only** if proper supervision is provided by a Unit Officer. A **Firefighter/ Rescuer** candidate/recruit may do the following **only** during supervised training sessions: enter Immediate Danger to Life or Health (IDLH) environments; enter burning buildings; participate in activities requiring advanced training; or be subjected to hazardous environments.

A Firefighter/Rescuer candidate/recruit does NOT qualify as minimum staffing.
 - B. A **Firefighter/Rescuer** candidate/recruit who has completed the initial year of service, and has reached 17 years of age, begins to qualify for the *experience* criteria for promotion.
4. **Personnel** in the **EMS Provider** category who successfully complete the orientation training are considered **EMS Provider** candidates/recruits until they have completed the training and/or certification and age requirement for **EMS Provider I**.
 - A. An **EMS Provider** candidate/recruit may ride apparatus as an observer, and may assist qualified **personnel only** if proper supervision is provided by a Unit Officer. An **EMS Provider** candidate/recruit may do the following **only** during supervised training sessions: enter IDLH



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environments; enter burning buildings; participate in activities requiring advanced training; or be subjected to hazardous environments.

An EMS Provider candidate/recruit does NOT qualify as minimum staffing.

B. An **EMS Provider** candidate/recruit who has completed the initial year of service, and has reached 17 years of age, begins to qualify for the *experience* criteria for promotion.

e. **Basic Core Training Requirements.** To participate in the **IECS**, and to be eligible to meet minimum staffing requirements for fire suppression and EMS units, all **personnel** must successfully complete the **basic core training requirements**, subject to the Transitional Provisions in Sec. 5. c. below.

1. **Fire Suppression Units. Basic core training requirements** to staff fire suppression units include successful completion of all courses listed as **basic core training requirements** in Appendix A-1.
2. **EMS Units. Basic core training requirements** to staff EMS units include successful completion of all courses listed as **basic core training requirements** in Appendix A-2.
3. **EMT Requirement.** All **personnel** on the **IECS** list must maintain Maryland Emergency Medical Technician-Basic (EMT-B) **certification** once they have achieved EMT status, or after having completed the 2-year transitional period.

f. **Experience Requirements.**

1. **Volunteer** fire and rescue **personnel** must meet the requirement for **certification** of **active** service (50 points) in accordance with the Montgomery County Length of Service Awards Program during a calendar year to receive credit for that year's experience.
2. **Career** fire and rescue **personnel** must attain at least a satisfactory performance evaluation, to receive credit for one year's **active** experience.



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9. **Equivalency Process.** Personnel who have acquired training inside or outside of Montgomery County, or Web-based, on-line interactive training, and/or experience from jurisdictions or agencies outside Montgomery County, may apply for equivalent training or experience and/or service time **certification**.
1. Personnel who enter MCFRS may request equivalency for experience and/or service time at similar ranks within the Montgomery County **IECS**. To request equivalency for experience and/or service time, **personnel** must complete and submit Appendix D, **Experience and/or Service Time Application**, with the specified supporting documentation, to the MCFRS **Training Officer**. The request must be accompanied by a description of the rank served in, and relevant information to enable a determination of activity level.
 2. To request equivalency for training, **personnel** must complete and submit the **Non-Jurisdictional Course Equivalency Application** (Appendix C, attached), with the specified supporting documentation, to the MCFRS **Training Officer**.
 3. The MCFRS **Training Officer** must review each equivalency request within 15 working days of its receipt. If the MCFRS **Training Officer** confirms that the documentation meets the requirements of the course, the equivalency is approved and an equivalency **certificate** is issued.
 4. If the MCFRS **Training Officer** does not recommend approval of an equivalency request, the request must be forwarded to the PSTA Equivalency Committee for its review and recommendation.
 5. The PSTA Equivalency Committee must approve or deny the request, and may recommend additional action that the applicant may take to obtain approval.
 6. An individual who is denied equivalency for training courses, experience, and/or service time may appeal the decision of the Equivalency Committee to the Fire Chief.
 - A. The individual must submit all equivalency appeals to the Fire Chief on Appendix C, **Non-Jurisdictional Course Equivalency Application**, or Appendix D, **Experience and/or Service Time Equivalency**



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Application, as appropriate.

B. Requests must include all supporting documentation.

7. The Fire Chief may grant equivalency or an extension of service time experience, based on an individual's **KSAs**, as described in Section 4.g.1. of this Regulation, on a case-by-case basis. The Fire Chief's decision to grant or deny any request for equivalency or extension is final and may not be appealed.

8. **Personnel** who have obtained **IFSAC, NBFSPQ, or MFSPQB certification** may be **certified** by the **Training Officer** as having equivalent training.

9. Experience for **career** and **volunteer** fire and rescue **personnel** is twelve months of **active** service time to receive credit for one year of experience.

10. **Challenge Testing.** **Personnel** who successfully complete the challenge testing process offered through the **MFSPQB** or the **NBFSPQ certification** program may be required to complete jurisdictional-specific components of a given training course, as required by the **Training Officer**.

h. **EMS Providers.** In-State **EMS providers** may qualify for charge status only when they are granted legal recognition or reciprocal **certification**, as established by the **MCFRS Training Officer** and the approval of their **LFRD Chief**.

i. **Requirements for Certified Chief Officers.** In addition to meeting the training and experience requirements in Appendix A-1 or A-2, a **Certified Chief Officer** must meet the program requirements of the *MCFRS Command Officer Professional Development and Improvement (COPDI) Policy*, and successfully complete an annual **Competency Evaluation** and an annual **Peer Evaluation** to maintain eligibility to participate in the **IECS** at the **Certified Chief Officer** level. The Fire Chief may place a **Certified Chief Officer** who fails to meet these requirements in **Provisional Status**.

j. **WMD Response Training.** All **MCFRS personnel** must complete Operations-level training in **Weapons of Mass Destruction** response, as recommended for all fire-service based first responders in the National Capital Region by the Metropolitan



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Washington Council of Governments Fire Chiefs. This training is intended to be funded through the Urban Areas Security Initiative (UASI), a federal Homeland Security grant program, and is subject to the availability of federal funding.

1. For the initial MCFRS roll-out, each incumbent Unit Officer at the ranks of Fire/Rescue/EMS Lieutenant and Captain must complete this training by September 30, 2010. New Fire/Rescue/EMS Lieutenants and Captains must complete this training within two years after their appointment/ promotion. These deadlines are contingent on available federal funding.
2. By October 1st of each year, the Fire Chief must review MCFRS' progress in meeting this training requirement, and report to the County Council on the training completed, and the amount of federal funding received and spent to date. The report must also indicate the remaining personnel to be trained, UASI funding available for this purpose, and the schedule for training the remaining personnel.

k. **NIMS-ICS Training.** All MCFRS **IECS-certified personnel** must complete **NIMS-ICS** training in compliance with Homeland Security Presidential Directive #5, dated 2/23/03, and Sec. 21-8A of the Montgomery County Code. HSPD #5 requires that local jurisdictions comply with **NIMS** in order to be eligible for federal preparedness assistance funding. In September 2006, the County Council adopted Resolution 15-1612 establishing **NIMS** as the standard for incident management in Montgomery County.

1. All MCFRS **personnel** who were IECS certified on or before the effective date of this regulation must complete the appropriate level of **NIMS-ICS** training, as indicated in Appendix A-1 for **Firefighter/Rescuers**, and Appendix A-2 for **EMS Providers**, by October 10, 2009.
2. An LFRD Chief is not required to take **NIMS** courses IS-300 and IS-400. However, for an LFRD Chief to respond outside Montgomery County's jurisdiction on mutual aid incidents or on National Incident Management requests, the LFRD Chief must have completed IS-300 and IS-400 courses.
3. All new, entry level MCFRS **personnel** must complete **NIMS** courses IS-700



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and IS-100 within one year of their certification at the rank of Firefighter/Rescuer I/EMS Provider I.

4. **NIMS** courses IS-700, IS-100, IS-200, and IS-800 are web-based and internet accessible, and may be completed on-line. **NIMS** courses IS-300 and IS-400 for supervisory **personnel** require 40 hours of classroom training.

l. **Promotions and Accrual of Experience for Promotion.** Progression in **IECS** rank must be incremental, without skipping a position. **Personnel** who request promotion must have obtained the necessary training and experience requirements listed between, and included in, their current rank and the **IECS** rank to which they are requesting promotion. (Exception: Master **Firefighter/Rescuer** and Master **EMS Provider** are optional ranks.)

m. **LFRD Requests for Temporary Promotions.** A temporary promotion, as requested by an LFRD Chief, must comply with all applicable Fire and Rescue Commission, MCFRS, Executive Regulations, and/or LFRD policies. The Fire Chief must prepare a Notice of Temporary Promotion and circulate it to the field, as required in Executive Regulation #16-05AM, *Integrated Emergency Command Structure*.

n. **Promotion Eligibility.** As of the effective date of this Regulation, **personnel** are eligible for promotion to the highest rank as **certified** on the **IECS** list and/or the MCFRS Promotion Eligibility List, provided all **certification** requirements are maintained and current.

o. **Recertification Requirements for MCFRS Personnel.** **Personnel** in all ranks from **Firefighter/Rescuer I/EMS Provider I** through Chief must complete the annual recertifications below, subject to the transitional provisions in Section 5.c.

1. Annual recertification requirements for all ranks from **Firefighter/Rescuer I/EMS Provider I** through Chief include:

- A. Air/Bloodborne Pathogens;
- B. CPR-Healthcare Provider;
- C. AED;
- D. Hazardous Materials Operations; and



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E. SCBA

2. **Personnel** who fail to maintain their **certifications** will be removed from the **IECS** list, placed in **Provisional Status**, and will no longer be **certified** in the **active Service**.

p. **Certifications for Command Duties.** An individual in a rank that must assume command duties on the scene of an incident must successfully complete an annual **Competency Evaluation** to maintain **IECS certification**.

1. **Certified Chief Officers** must successfully complete an annual **Competency Evaluation** and **Peer Evaluation** to maintain **IECS certification**.

2. Unit Officers at the rank of **Firefighter/Rescuer III** and **Master Firefighter/Rescuer** must successfully complete an annual **Competency Evaluation** to maintain **IECS certification**, if operating in the officer position.

3. Unit Officers at the rank of **EMS Provider III** and **EMS Master Provider** must successfully complete an annual **Competency Evaluation** to maintain **IECS certification**, if operating in the officer position.

4. Lieutenants and Captains must successfully complete an annual **Competency Evaluation** and **Peer Evaluation** to maintain **IECS certification**.

5. The Fire Chief will determine the content of the **Competency Evaluation** and **Peer Evaluation** for each rank.

6. The MCFRS **Training Officer** or designee will administer **Competency Evaluations** for annual command-level testing at the Command Development Center at the PSTA or other approved facilities.

7. An individual who fails to successfully complete a **Competency Evaluation** and/or **Peer Evaluation** will be placed in **Provisional Status** until the individual has successfully met the requirements.

8. All **Competency** and **Peer Evaluations** must be fair, objective, and



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performance based.

- q. **Credentialing.** When federal requirements are in place, **personnel** serving in the Montgomery County **IECS** will be **certified** and nationally **credentialed** at the highest level attained in each **IECS** rank. At that time, the Fire Chief will maintain a list of qualified **personnel** who are **certified** and **credentialed** to participate in the **IECS**. MCFRS **personnel** will be required to maintain **credentialing** ID cards, consistent with the annual **Competency Evaluation** process.
- r. **Documentation.** **Personnel** who request to participate in the Montgomery County **IECS** must provide documentation of their eligibility for **certification**, with the **Emergency Service Provider Certification** form (Appendix B). Documentation must include all required **certificates** or other records of successful completion of requirements, and/or other means of satisfying the training and experience requirements appropriate for the rank requested. The Fire Chief or designee must approve or disapprove the request within 14 calendar days of receipt.
- s. **Provisional Status.**
 - 1. An individual who intends to return to full **active** service from **Provisional Status** must become familiar with all new MCFRS policies, regulations, and protocols, and must successfully complete, subject to the transitional provisions in Section 5.c.:
 - A. all annual recertification requirements;
 - B. any requirements in Appendix A-1 or A-2, as applicable for the **IECS** rank they are re-entering in the **active** Service;
 - C. the current Maryland EMT-B;
 - D. the SCBA fit test;
 - E. the medical evaluation requirements in Executive Regulation #01-05AM, *Medical Standards for Operational Members and Candidates of MCFRS*; and



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Originating Department MONTGOMERY COUNTY FIRE AND RESCUE SERVICE	Effective Date 10/13/09

F. any new federal or State required training adopted by the Fire Chief under Section 4.u. of this Regulation.

2. A **Certified Chief Officer** who is in **Provisional Status** must meet all of the above requirements, as well as COPDI requirements and **KSA** competencies for command officers, by successfully completing table top exercises and a written **Incident Command System** evaluation for **all-hazards incidents**, as described in Section 4.i. of this Regulation.
3. The Fire Chief's designee must complete a review of individuals in **Provisional Status**. These individuals will be certified when they have met all the requirements for reinstatement, indicating they have satisfied the **IECS** requirements for the rank to which they have applied.

t. **Restrictions while in Provisional Status.** An individual who is in **Provisional Status** is not **IECS-certified**, and is, therefore, non-operational. However, with the Fire Chief's approval, an individual in **Provisional Status** may provide restricted service on an incident scene. As determined by the Fire Chief, the individual may participate in limited response activity, pending completion/ remediation of the individual's training or **certification** deficiencies. An individual in this category may be required to successfully complete a demonstration of competencies, as defined by the Fire Chief. **An individual in Provisional Status is in non-operational status and does not meet minimum staffing requirements.** An individual in **Provisional Status** must agree to the terms of, and execute, a memorandum of understanding or written agreement with the Fire Chief.

u. **Fire Chief's Implementation of Additional Training Requirements.** The Fire Chief may require additional training to comply with any new State or federal requirements applicable to MCFRS, or to meet immediate safety concerns and protect MCFRS **personnel**. Any new training requirements must be implemented by regulation. If immediate action is required, the Fire Chief may initially issue a General Order to field **personnel** requiring the new training. The General Order may remain in effect not longer than 90 days. The Fire Chief must issue regulations to implement the training before the General Order expires.



MONTGOMERY COUNTY EXECUTIVE REGULATION

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Section 5. Responsibilities.

a. The Fire Chief must:

1. develop a list of all fire and rescue **personnel** in rank order, and **certify** qualified **personnel** who meet these training and experience standards to participate in the Montgomery County **IECS**;
2. ensure that the Equivalency Committee comprises a balanced representation of the **career** and **volunteer** components of the Montgomery County Fire and Rescue Service;
3. maintain a list of all qualified **personnel** who are **certified** and **credentialed** to participate in the **IECS**; and
4. by October 1st of each year, review MCFRS' progress in meeting the **WMD** response training requirement in Section 4.j., and report to the County Council on MCFRS' compliance, as required in Section 4.j.2.

b. MCFRS and the LFRDs must apply for training and experience **certification** for their respective employees and members, and forward the applications to the Fire Chief.

c. **Implementation Requirements and Transitional Provisions.** All MCFRS **personnel** must meet the training and experience requirements in this Regulation, subject to the transitional provisions below.

1. All MCFRS **personnel** who were **IECS-certified** on or before the effective date of this Regulation must successfully complete new courses required by this Regulation within two years after the date the Public Safety Training Academy initially offers them.
2. All **personnel** who were in the **Firefighter/Rescuer I** category on or before the effective date of this Regulation must complete the **basic core training requirements** identified in Appendix A-1 for **Firefighter/Rescuer I** within two years after the effective date.



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3. All **personnel** who were in the **EMS Provider I** category on or before the effective date of this Regulation must complete the **basic core training requirements** identified in Appendix A-2 for **EMS Provider I** within two years after the effective date.
4. An active **Firefighter/Rescuer** or **EMS Provider** who was **IECS-certified** on or before the effective date of this Regulation must complete all the **basic core training requirements** within two years after the effective date.

Section 6. Implementation and Enforcement. The Fire Chief is the implementation and enforcement authority for all policies and regulations of the Montgomery County Fire and Rescue Service.

Section 7. Severability. If a court of final appeal holds that any part of this Regulation is invalid, that ruling does not affect the validity of other parts of the Regulation.

Section 8. Effective Date. This Regulation is effective on the date the County Council adopts a resolution approving it.

Section 9. Attachments:

Appendix A-1 *MCFRS Certification Standards for Training, Experience, and Credentialing Requirements.- Firefighter/Rescuers*

Appendix A-2 *MCFRS Certification Standards for Training, Experience, and Credentialing Requirements- EMS Provider Personnel*

Appendix B - *Emergency Services Provider Certification Form*

Appendix C - *Non-Jurisdictional Course Equivalency Application*

Appendix D - *Experience and/or Service Time Equivalency Application*



MONTGOMERY COUNTY EXECUTIVE REGULATION

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Subject

**CERTIFICATION STANDARDS FOR TRAINING,
EXPERIENCE, AND CREDENTIALING REQUIREMENTS**

Number

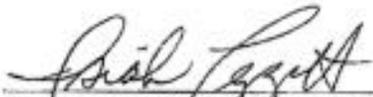
36-08AM

Originating Department

MONTGOMERY COUNTY FIRE AND RESCUE SERVICE

Effective Date

Approved:


Isiah Leggett, County Executive
Montgomery County, Maryland

9/24/09
Date

APPROVED AS TO FORM AND LEGALITY
OFFICE OF COUNTY ATTORNEY
BY Richard H. Melnick
DATE 9/21/09

**APPENDIX B
EMERGENCY SERVICES PROVIDER CERTIFICATION FORM
MONTGOMERY COUNTY FIRE AND RESCUE SERVICE**

Applicant's Name _____ Date _____
 LFRD _____ SS # _____
 Primary Assigned Station _____ MCFRS ID# _____
 Driver License Class _____ No. _____ Date of Birth _____
 Membership Date _____ Rank Requested _____

TRAINING (Completion or expiration date included for all training completed)	LOSAP or CAREER <u>Category/Rank</u> F/R or EMS	ACTIVE EXPERIENCE <u>Time in Rank</u> From	<u>Yrs. Held</u> To
<input type="checkbox"/> Volunteer Physical on file			
<input type="checkbox"/> Station Orientation			
<input type="checkbox"/> Air/Bloodborne Pathogens	<input type="checkbox"/> Recruit	_____	_____
<input type="checkbox"/> AED	<input type="checkbox"/> I	_____	_____
<input type="checkbox"/> HazMat Operations	<input type="checkbox"/> II	_____	_____
<input type="checkbox"/> Human Relations-EEO/AA & the law	<input type="checkbox"/> III	_____	_____
<input type="checkbox"/> Human Relations-Cultural Diversity	<input type="checkbox"/> Master	_____	_____
<input type="checkbox"/> SCBA/PPE	<input type="checkbox"/> Lieutenant	_____	_____
<input type="checkbox"/> Voice Radio, MDC, Incident Reportg.	<input type="checkbox"/> Captain	_____	_____
<input type="checkbox"/> Essentials of Firefighting I	<input type="checkbox"/> Cert. Chief Off'r	_____	_____
<input type="checkbox"/> Emerg. Med. Tech. (expiration date)	<input type="checkbox"/> LFRD Chief	_____	_____
<input type="checkbox"/> Basic Trauma Life Support (BTLS)	<input type="checkbox"/> Division Chief	_____	_____
<input type="checkbox"/> EMT-I, Cardiac Technician, Paramedic			
<input type="checkbox"/> CPR Instructor			
<input type="checkbox"/> Firefighter I, II, III			
<input type="checkbox"/> MFSPQB Certification			
<input type="checkbox"/> Emergency Vehicle Operator's Course			
<input type="checkbox"/> Strategies & Tactics Course			
<input type="checkbox"/> Technical Rescue Course			
<input type="checkbox"/> Pump Operations			
<input type="checkbox"/> Aerial Operations			
<input type="checkbox"/> Instructor I, II			
<input type="checkbox"/> SCBA Fit Test			
<input type="checkbox"/> EMS Officer I, II, III			
<input type="checkbox"/> Fire Officer I, II, III			
<input type="checkbox"/> EMS Company Operations			
<input type="checkbox"/> EMS Officer I Course			
<input type="checkbox"/> Pediatric Advanced Life Support (PALS)			
<input type="checkbox"/> Other _____			
<input type="checkbox"/> Incident Command			
<input type="checkbox"/> COPDI (if applicable)			
<input type="checkbox"/> WMD			
<input type="checkbox"/> NIMS 100			
<input type="checkbox"/> NIMS 200			
<input type="checkbox"/> NIMS 300			
<input type="checkbox"/> NIMS 400			
<input type="checkbox"/> NIMS 700			
<input type="checkbox"/> NIMS 800			

I hereby certify that the information provided on this form is correct

 Signature Date

(Must be signed by the LFRD Chief)

Please attach documentation for actual training or equivalency, EMT card, and CPR card.

**APPENDIX C
NON-JURISDICTIONAL COURSE EQUIVALENCY APPLICATION
FIRE AND RESCUE SERVICE
MONTGOMERY COUNTY, MARYLAND**

INSTRUCTIONS: Applicant must show that the course completed at other training facilities meets the objectives of the course provided by Montgomery County, Maryland. To request equivalency for training, complete one application for each course for which equivalency is requested, and forward with all required supporting documentation to the MCFRS Training Officer. **DO NOT SEND ORIGINALS;** application packages will not be returned.

Include:

- Course syllabus
- Course objectives, preferably for each class session or lesson
- Length of course, specifying number of hours per class session or lesson
- Method of evaluation or testing
- Verification of successful course completion

Applicant's Name _____ S. S. #. _____

Address _____

City _____ State _____ Zip _____

Montgomery Co. MD. F.D./R.S. Affiliation _____

I am requesting non-jurisdictional equivalency for training for the following course:

I hereby certify that the information provided on this form and all attachments are correct.

Applicant's Signature

Date

Fire/Rescue Department Chief's Signature

Date

**APPENDIX D
EXPERIENCE AND/OR SERVICE TIME EQUIVALENCY APPLICATION
FIRE AND RESCUE SERVICE
MONTGOMERY COUNTY, MARYLAND**

INSTRUCTIONS: To request equivalency for experience and/or service time, complete this form and forward it with all required supporting documentation to the MCFRS Training Officer at the Public Safety Training Academy. To ensure proper consideration of this application, provide as much relevant information with documentation as possible. **DO NOT SEND ORIGINALS;** the application package will not be returned.

For each year of equivalent credited service requested, submit copies of the documentation listed below, using the Montgomery County LOSAP Annual Certification Standards for Eligibility Requirements in Montgomery County Executive Regulation #2-07 as a guide.

Certifiable documentation attesting to your active fire and/or rescue service could include, for example, a signed letter from the Chief of your previous Fire Department/Rescue Squad. Documentation must include the specific dates of service in each position/rank held, and the responsibilities for that position/rank.

Applicant's Name _____ S.S.# _____

Address _____

City _____ State _____ Zip _____

Montgomery Co. MD F.D./R.S. Affiliation _____

I am requesting non-jurisdictional experience and/or service time equivalency in the following position/rank, for the listed months and years of service in each position/rank.

Category/Rank (F/R or EMS)	Time in Rank		Year(s) Held	
	Years	Months	From	To
____ Candidate	____	____	____	____
____ I	____	____	____	____
____ II	____	____	____	____
____ III	____	____	____	____
____ Master	____	____	____	____
____ Lieutenant	____	____	____	____
____ Captain	____	____	____	____
____ Certified Chief Officer	____	____	____	____
____ Assistant Chief	____	____	____	____
____ LFRD Chief	____	____	____	____

CERTIFICATION STANDARDS FOR TRAINING, EXPERIENCE, AND CREDENTIALING REQUIREMENTS APP. A-1 FF-R

Candidate Volunteer Membership	Recruit	FF I	FF II
<p>FF III * EMT-B, CPR, and AED Technical Rescue Course Strategy & Tactics Course (Annual Competency Evaluation, if operating in officer position) NIMS IS-200 Experience -- 3 years total, at least 2 yrs at FF/R II. Up to 1 yr at FF/R I may count toward total experience requirements.</p>	<p>* Station Orientation * Air/Blood-borne Pathogens * CPR-Health Care Provider * AED * Haz Mat Operations * Human Relations & EEO * SCBA/PPE * Voice radio/Mobile data computer/unit-incident reporting system MFF * EMT-B, CPR, and AED Pumps Aerial Operations Annual Competency Evaluation Experience -- 3 yrs total, at least 2 yrs at FF/R II, 1 year FF III MFF/R is an optional rank</p>	<p>Essentials of F/I or *EMT-B, AED, and CPR (must obtain within 2 years of implementation) NIMS IS-700, IS-100 No experience required</p>	<p>Essentials of FF I and * EMT-B, AED, and CPR Training meets or exceeds NFPA Std. 1001 (2002) or current edition. Once certified must maintain Maryland EMT certification.</p>
<p>Certified Chief Officer *EMT-B, CPR, and AED Annual Competency Evaluation and Peer Evaluation Must comply with COPDI requirements NIMS IS-600 * Rostered Duty Chiefs require NIMS IS-300, IS-400, Experience -- 2 yrs at FF/R II, and 1 yr at FF/R III or MFF/R and 2 yrs at Lt and 2 yrs at Captain</p>	<p>LFRD Chief/Ass't Chief *EMT-B, CPR, and AED Annual Competency Evaluation and Peer Evaluation Must comply with COPDI requirements Experience -- 2 yrs at FF/R II, and 1 yr at FF/R III or MFF/R and 2 yrs at Lt, and 2 yrs at Captain and 2 yrs at Certified Chief Officer</p>	<p>Duty Operations Chief *EMT-B, CPR, and AED Successful completion of promotion process and selection by the Fire Chief Annual Competency Evaluation and Peer Evaluation Must comply with COPDI requirements Experience -- 2 yrs at FF/R II, and 1 yr at FF/R III or MFF/R and 2 yrs at Lt and 2 yrs at Captain and 2 yrs at Certified Chief Officer</p>	<p>Captain * EMT-B, CPR, and AED WMD Operations-Level First Responder, subject to availability of federal funds Annual Competency Evaluation and Peer Evaluation Experience -- 2 yrs at FF/R II, and 1 yr at FF/R III or MFF/R and 2 yrs at Lt</p>

CERTIFICATION STANDARDS FOR TRAINING, EXPERIENCE, AND CREDENTIALING REQUIREMENTS – APPENDIX A-2- EMS PROVIDERS

<u>EMS Candidate</u>	<u>EMS Recruit</u>	<u>EMS PROVIDER I</u>	<u>EMS PROVIDER II</u>
<p><u>EMS PROVIDER III / EMS MASTER PROVIDER</u></p> <p>EMS Company Operations Course</p> <p>Experience – 3 years total, 2 years at EMS Provider II</p> <p>Annual Competency Evaluation</p> <p>(EMS Master Provider – optional rank)</p> <p>NIMS IS-200</p>	<p><u>EMS PROVIDER LIEUTENANT</u></p> <p>Instructor I Course</p> <p>EMS Officer I Course</p> <p>Annual Competency Evaluation and Peer Evaluation</p> <p>WMD Operations-Level First Responder, subject to availability of federal funds</p> <p>Experience – 2 years at EMS Provider II, and 1 year at EMS Provider III or EMS Master Provider</p>	<p><u>EMS PROVIDER CAPTAIN</u></p> <p>EMT-I or Cardiac Rescue Technician (CRT)</p> <p>Annual Competency Evaluation and Peer Evaluation</p> <p>WMD Operations-Level First Responder, subject to availability of federal funds</p> <p>Experience – 2 years at EMS Provider II, and 1 year at EMS Provider III or EMS Master, and 2 years at EMS Provider Lieut.</p>	<p><u>CERTIFIED EMS PROVIDER CHIEF</u></p> <p>Pediatric Advanced Life Support (PALS)</p> <p>Must comply with COPDI requirements.</p> <p>Annual Competency Evaluation and Peer Evaluation</p> <p>Experience – 2 years at EMS Provider II, and 1 year at EMS Provider III or EMS Master EMS Provider, and 2 years at EMS Provider Lieut. and 2 years at EMS Provider Captain</p> <p>NIMS IS-800</p>
<p>Volunteer Membership</p>	<ul style="list-style-type: none"> * Station Orientation * Air/Blood-borne Pathogens * CPR-Health Care Provider * AED * Haz Mat Operations * Human Relations & EEO * SCBA/PPE *Voice radio/Mobile Data Computer/ and unit incident reporting system 	<p>* EMT- B, CPR, and AED</p> <p>No experience required</p> <p>*EMT- B, CPR, and AED certifications must be maintained at all ranks above EMS Provider I</p> <p>NIMS IS-700, IS-100</p>	<p>Basic Trauma Life Support (BTLS)</p> <p>Obtain EMT charge status per LFRD</p>

* BASIC CORE TRAINING REQUIREMENTS 8-31-09 NIMS Amended