

## **Falmouth Fire-EMS Operating Guideline**

### **Annual Training Requirements**

#### **Objective:**

To provide documentation of the minimum amount of training required to remain active as a member of Falmouth Fire-EMS Department.

#### **General Information:**

Numerous training opportunities are held at Falmouth Fire-EMS and at neighboring departments and schools. Each member of Falmouth Fire-EMS must attend a minimum amount of documented training to remain active as a member. There are other requirements that must be met for EMS licensing and certification. It is the member's responsibility to maintain an accounting of the continuing education needed for recertification as an EMT-Basic, Advanced EMT, or Paramedic.

#### **Guidelines: General Response:**

The following guidelines exist for annual training requirements to remain active:

1. All members must attend 24 hours of documented training provided at Falmouth Fire-EMS. This training may be performed at the weekly training nights, daytime training, or on the weekends. The total of 24 hours must be documented training approved by the Fire Chief.
2. Annually all members must attend a session of Annual Mandatory Training which will include the following topics: Bloodborne Pathogens, Haz Mat Awareness, Sexual Harassment Awareness, Respiratory Protection, Hearing Protection, Driver Training, Extinguisher Use, Global Harmonization, and Station Operations and Maintenance.
3. Each quarter, all active members must attend at least 6 hours of fire-EMS training. Members who do not meet the requirement will be contacted by their assigned officer to provide an explanation of why the training was not performed. The training attendance will be monitored for the following quarter.
4. At the end of the 2<sup>nd</sup> quarter of the year, a member who has fallen below 12 hours of documented training will be placed on probation until the training is obtained. The member will not be able to respond to calls while on probation.
5. Failure to attend the minimum amount of training for the year constitutes grounds for dismissal from the department.

These guidelines may be changed or altered by the Fire Chief at any time.