

Program of Instruction
Course Syllabus

Course Title: Fire Department Incident Safety Officer

Course Duration: 40 hours

Program: Fire Officer Program

Prerequisites:

None

Required for National Certification (ProBoard):

Fire Officer I

Course Description: The goal of this course is to prepare students whom will be designated by an incident commander (IC) as the incident safety officer (ISO). This course will teach students how to monitor the various types of incidents including, Fire, EMS, Technical Rescue, and Hazardous Materials scenes, and report to the IC the status of conditions, hazards, and risks present. This course will also cover accident investigation and review procedures as well as how to develop and participate in a post-incident analysis.

Course Requirements: These can be divided into three categories: those completed prior to arriving to class (Pre-Course Work), those completed during class (Course Work), and requirements completed after class but prior to receiving a certificate of completion (Post-Course Work).

Summary of Directions:

Pre-Course Work: None Specified

Course Work:

Participate in all class activities and discussion

Pass 3 Performance Evaluations with 70% or better

Pass Final Exam with 70% or better

Post-Course Work:

Pass Final Project with 70% or better

Textbook:

Dodson, David W. *Fire Department Safety Officer*, Jones and Bartlett Learning, 3rd Edition, 2016

Students will need to acquire the textbook prior to the start of class.

Course Policies:

Attendance Policy: IFSI requires students to attend (100%) or make up all course content that leads to certification. Students are expected to attend on time and to remain in class for the duration of the course. Students **MUST COMPLETE** all portions of a certification course, both classroom and practical, to be eligible to receive their certification.

If a student misses any portion of class with an accumulated absence of 20% or less of scheduled class time, it will be the student's responsibility to arrange the make-up of the missed course content with the instructor(s) or program manager. The student must make up the specific course content that s/he missed, not just the hours. Make-ups are limited to 20% of scheduled class time. Make-ups must be documented on the class roster. If a student's absence is greater than 20% refer to "True Emergences" section of the IFSI Examination Policy.

Safety Policy: Students shall understand and follow all instructions pertaining to operational safety, as stated by instructors or as written in course materials. Instructors and students shall be mindful of safety at all times. Conduct judged to be unsafe shall be grounds for dismissal from the course.

Academic Integrity Policy: IFSI has the responsibility for maintaining academic integrity so as to protect the quality of the education provided through its courses, and to protect those who depend upon our integrity. It is the responsibility of the student to refrain from infractions of academic integrity, from conduct that may lead to suspicion of such infractions, and from conduct that aids others in such infractions. Any violation of the code of conduct is grounds for immediate dismissal from the course.

Grading Policy: Decisions regarding certificates of course completion shall be made solely by the lead instructor of the course. All grading of exams shall be conducted by the Curriculum/Testing Office. All grading of practical exercises shall be based upon the standards set by the regulatory agency referenced in the course material and IFSI.

Retesting: If a student fails to pass an examination, retesting takes place on set dates at regional sites across the state. More information is provided in the course completion email and on the IFSI website.

American Disabilities Act: As guaranteed in the Vocational Rehabilitation Act and in the American Disabilities Act, if any student needs special accommodations they are to notify their instructor and provide documentation as soon as possible so arrangements can be made to provide for the student's needs. If arrangements cannot be made at the class site, the student will test at an alternative time and place where the special accommodations can be made.

Evaluation Strategy: Students will be evaluated by 3 randomly selected performance evaluation checklists, end of course exam, and end of course project.

Course Content:

Chapter: 1

Title: Responsibilities of the Safety Officer

Terminal Learning Objective:

1. At the conclusion of this module, the student will identify the roles and responsibilities of the incident safety officer.

Chapter: 2

Title: Safety Concepts

Terminal Learning Objective:

1. At the conclusion of this module, the student will recognize considerations for risk reduction.

Chapter: 3

Title: Laws, Regulations, and Standards

Terminal Learning Objective:

1. At the conclusion of this module, the student will describe laws, regulations and standards that guide the incident safety officer.

Chapter: 4

Title: Designing an Incident Safety Officer System

Terminal Learning Objective:

1. At the conclusion of this module, the student will recognize dynamics that influence the design and implementation of the Incident Safety Officer program.

Chapter: 5

Title: Reading Buildings

Terminal Learning Objective:

1. At the conclusion of this module, the student will identify methods for reading smoke conditions.

Chapter: 6

Title: Reading Smoke

Terminal Learning Objective:

1. At the conclusion of this module, the student will identify necessary knowledge and methods for reading buildings.

Chapter: 7

Title: Reading Risk

Terminal Learning Objective:

1. At the conclusion of this module, the student will recognize risk factors that must be examined by the Incident Safety Officer.

Chapter: 8

Title: Reading Hazardous Energy

Terminal Learning Objective:

1. At the conclusion of this module, the student will identify hazardous energy concerns during operational activities.

Chapter: 9

Title: Reading Firefighters

Terminal Learning Objective:

1. At the conclusion of this module, the student will recognize the personnel aspects that must be considered by the Incident Safety Officer.

Chapter: 10

Title: Triggers, Traps, and Working with the Incident Commander

Terminal Learning Objective:

1. At the conclusion of this module, the student will discuss the process for successfully fulfilling the Incident Safety Officer duties within the command structure.

Chapter: 11

Title: A Systematic Approach to the ISO Role

Terminal Learning Objective:

1. At the conclusion of this module, the student will identify methods for systematically completing the tasks expected during an incident.

Chapter: 12

Title: The ISO at Structure Fires

Terminal Learning Objective:

1. At the conclusion of this module, the student will recognize the responsibilities of the Incident Safety Officer at structure fires.

Chapter: 13

Title: The ISO at Wildland and I-Zone Fires

Terminal Learning Objective:

1. At the conclusion of this module, the student will recognize the responsibilities of the Incident Safety Officer at wildland and I-zone fires.

Chapter: 14

Title: The ISO at Hazardous Materials Incidents

Terminal Learning Objective:

1. At the conclusion of this module, the student will recognize the responsibilities of the Incident Safety Officer at hazardous materials incidents.

Chapter: 15

Title: The ISO at Technical Rescue Incidents

Terminal Learning Objective:

1. At the conclusion of this module, the student will recognize the responsibilities of the Incident Safety Officer at technical rescue incidents.

Chapter: 16

Title: Post Incident Responsibilities and Accident Investigations

Terminal Learning Objective:

1. At the conclusion of this module, the student will describe the post incident activities expected of an Incident Safety Officer.

Chapter: 17

Title: The ISO at Training Drills and Events

Terminal Learning Objective:

1. At the conclusion of this module, the student will recognize the responsibilities of the Incident Safety Officer at training events.

Reference List:

Office of the State Fire Marshal Incident Safety Officer Objectives

National Fire Protection Association

NFPA 472	Standard for Competence of Responders to Hazardous Materials
NFPA 1006	Standard for Rescue Technician Professional Qualifications
NFPA 1021	Standard for Fire Officer Professional Qualifications
NFPA 1403	Standard for Live Fire Training Evolutions
NFPA 1500	Standard on Occupational Health and Safety Program
NFPA 1521	Standard for Fire Department Safety Officer
NFPA 1561	Standard for Incident Management System
NFPA 1581	Standard on Infection Control Program

Occupational Safety and Health Administration

29 CFR 1910.120	Hazardous Waste Operations & Emergency Response
29 CFR 1910.134	Respiratory Protection
29 CFR 1910.146	Permit Required Confined Spaces
29 CFR 1910.147	The Control of Hazardous Energy
29 CFR 1910.1030	Blood Borne Pathogens
29 CFR 1910.1200	Hazard Communication
29 CFR 1910.1926	Excavations, Trenching Operations

Course Schedule

DAY ONE

Event

Duration

Introductions & Course Overview	30 minutes
Chapter 1 – Safety Officer Role	1 hour
Chapter 2 – Safety Concepts	1 hour
<i>Activity 1 – Risk Reduction</i>	<i>30 minutes</i>
Chapter 3 – Guiding Laws, Regulations, & Standards	1 hour
Lunch	
Chapter 4 – Designing an Incident Safety Officer System	1 hour
Chapter 16 – Post-incident Responsibilities and Mishap Investigations	2 hours
<i>Activity 2 – Post Incident Analysis Activity</i>	<i>30 minutes</i>
Hackensack NJ Review: Cultural Change	1 hour
Assign Post Incident Analysis End of Course Project Review Assignment Guidelines with Class	

DAY TWO

Event

Duration

Day One Review	30 minutes
Chapter 11 – A Systematic Approach to the ISO Role	1 hour
Chapter 7 – Reading Risk	1 hour
<i>Activity 3 – Situational Awareness</i>	<i>1 hour</i>
Chapter 8 – Reading Hazardous Energy	1 hour
Lunch	

(Day 2 Continued)

Chapter 5 – Reading Buildings	1 hour 30 min
Chapter 6 – Reading Smoke	1 hour 30 min
<i>Activity 4 – Reading Smoke & Fire Foreseeability</i>	<i>1 hour</i>

DAY THREE

<u>Event</u>	<u>Duration</u>
Day Two Review	30 minutes
Chapter 9 – Reading Firefighters	1 hour
Chapter 12 – ISO at Structure Fires	1 hour 30 minutes
<i>Activity 5 – Incident Action Plan Reporting</i>	<i>1 hour 30 minutes</i>

Lunch

Chapter 14 – ISO at Hazardous Materials Incidents	1 hour
Chapter 15 – ISO at Technical Rescue Incidents	1 hour
Chapter 13 – ISO at Wildland and I-Zone Fires	1 hour
<i>Activity 6 – Scene Evaluation Reporting Intervention</i>	<i>1 hour</i>

DAY FOUR

<u>Event</u>	<u>Duration</u>
Day Three Review	30 minutes
<i>Activity 7 – Accident Investigation Tabletop</i>	<i>2 hours</i>
Lunch	
Chapter 10 – Triggers, Traps, & Working with the IC	1 hour
Chapter 17 – ISO at Training Drills and Special Events	1 hour
<i>Activity 8 – Training Event Safety Analysis ICS 215A Development of ICS 208</i>	1 hour
Hackensack NJ Review: Incident Safety Officer Perspective	1 hour

DAY FIVE

<u>Event</u>	<u>Duration</u>
Day Four Review	30 minutes
Skills Evaluation Testing	3 hours
Lunch	
Skills Evaluation Testing	3 hours
Final Examination	1 hour
CEQ	30 minutes