



## EMERGENCY TRAINING ACADEMY

### Course Syllabus

#### Course Title:

#### Basic Fire Suppression

- Firefighter I
- Firefighter II
- Hazardous Materials Awareness Level
- Hazardous Materials Operations Level

#### Course Description:

The Basic Fire Suppression Academy is designed to provide new firefighters with the hands-on and cognitive training they need to safely and effectively operate the fireground. The curriculum of the Basic Fire Suppression Academy complies with the Texas Commission on Fire Protection's curriculum requirements. The Academy also complies with the Job Performance Requirements (JPRs) as outlined in NFPA 1001, *Standard, for Firefighters Professional Qualifications*, 2019 Edition.

The core of the Academy is an intensive hands-on approach toward becoming a firefighter, emphasizing skill competency as well as an understanding of the fireground. The course consists of a combination of online course study, drill field practice and take part in numerous fireground -training evolutions, which allow them to apply skills to a wide range of scenarios.

#### Course Prerequisites:

Top Fire Emergency Training Academy requires a physical examination by a licensed physician/health care provider to ensure the student's ability to safely complete the program. The examination shall be within 12 months of the start date of the skills session. Top Fire will provide the required physical form to take to their licensed physician/health care provider.



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#### Required Course Materials

- *IFSTA: Essentials of Firefighting, 7<sup>th</sup> Edition* Print
- *IFSTA: Essentials of Firefighting, 7<sup>th</sup> Edition* app
- NFPA compliant structural firefighting turnout gear
- Laptop or Tablet

FYI: While not required, IFSTA does provide additional learning resources such as exam prep and course workbooks. The IFSTA app will provide you with exam prep questions, audiobook, skill videos, identification questions and flash cards to assist you with meeting the learning objectives of this course.

#### Student Learning Objectives:

- Using communication equipment
- Inspection, donning and doffing of PPE
- Use of SCBA During Emergency Operations
- Equipment cleaning, maintaining, and placing in ready state
- Clean, inspect, test and return hose to service
- Hoisting tools and equipment using rope
- Set up ground ladders
- Selecting appropriate fire extinguisher
- Developing a water supply
- Force entry into a structure
- Horizontal and vertical ventilation
- Attack an interior structure fire
- Conduct search and rescue
- Combat vehicle, storage container and ground cover fires
- Combat ignitable liquid and flammable gas fire
- Terminating utilities, setting up and using safety equipment
- Salvage and overhaul operations
- Air Monitoring
- Documentation, standards and codes and protecting evidence
- Incident reports, fire safety and pre-incident survey
- Implementing IMS
- Vehicle extrication and assisting rescue operation teams



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#### Course Policies:

**Safety Policy:** Students must comply with all operational safety guidelines that are provided by instructors or in the course materials. Instructors and students must always be aware of safety. If a student is found to be doing something that is considered unsafe, he or she will be expelled from the course.

**Academic Integrity Policy:** At Top Fire, it is our responsibility to uphold academic integrity to ensure the quality of education provided through our courses, and to protect those who rely on our integrity. The student has the responsibility to abstain from academic integrity violations, conduct that may lead to suspicion of such violations, and conduct that assists others in such violations. Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during examination, obtaining information during examination from the textbook or from the examination paper from another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Violations of our code of conduct are grounds for immediate dismissal from the course.

**Grading Policy:** Certificates of course completion are only issued by the lead instructor of the course. Quizzes, Homework and Test are graded by qualified instructors. A weighted grade system will be utilized to determine the final grade for each student. Grades will be determined by dividing the total points earned by the total points possible in each area. Seven randomly selected testing skills are graded according to regulatory agency standards (TCFP) referenced in the Basic Fire Suppression Skills Manual, NFPA 1001, 2019 Edition. All the grading criteria for the TCFP Testing Skills is satisfactory/unsatisfactory. If a trainee fails any one step, they fail the skill. The trainee will have one additional attempt to pass the skill from a different skills instructor.



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#### Grading Scale

Area	Percentage of Course Grade
Discussion Board Participation	=20% of Course Grade
Module Quizzes	=20% of Course Grade
Homework Questions	=20% of Course Grade
Proctored Chapter Tests	=20% of Course Grade
Proctored Final Exam	=20% of Course Grade

#### Course Requirements:

- Satisfactory attendance per Top Fire Emergency Training Academy's Attendance Policy. Students are required to sign the attendance policy on the first day of the skills session.
- Passing Score of 70% on discussion participation
- Passing Score of 70% on all quizzes
- Passing Score of 70% on all homework assignments
- Passing Score of 70% on all proctored chapter tests
- Passing Score of 70% on proctored final examination

#### TCFP Information

TCFP web site: [www.tcfp.texas.gov](http://www.tcfp.texas.gov)

The Texas Commission on Fire Protection is a regulatory agency whose goal is to provide education and assistance to the fire service. They also provide program areas by enforcing statewide fire service standards for compliance, certification, training, and testing. TCFP is accredited by the International Fire Service Congress (IFSAC).



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Each student will be required to visit the website and understand the importance of the information provided by TCFP. It is imperative that each student views the requirements to be a certified fire protection professional in the State of Texas. This will include emergency medical requirements, background requirements and other information required to be certified. Chapter 1, Basic Fire Suppression curriculum manual and the curriculum skills manual are provided on the TCFP website which is very useful information on what will be covered in this program.

Each student will be required to create a FIDO account. The website to FIDO is found on the TCFP website and once completed, TCFP will issue the student a PIN number.

Once a student passes all requirements of the basic fire suppression academy, performs all skills sessions required by TCFP, satisfactorily passes all 7 randomly selected skills, and receives a course completion, the student will now be eligible to challenge the TCFP written exam at a regional test site.

The TCFP exam is broken down into 4 categories which are FFI, FFII, Haz Mat Awareness and Haz Mat Operations. You must obtain a 70% or higher on each section to pass the overall Basic Suppression Exam. If you fail any section, you will have one additional attempt to pass that section. Failure on the second attempt will require the student to attend a refresher course for the failed section.

The completion of this program is valid for 2 years and the TCFP passing exam score is valid for two (2) years. If a student does not apply and obtain that certification and IFSAC seals prior to their exam expiration date, they will have to retest in order to qualify to apply.

IFSAC seals are available and are required for employment for many departments outside of the State of Texas. It is recommended that each student research department's employment requirements they wish to work for.



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#### Programs Offered at Top Fire Emergency Training Academy

##### **Basic Fire Suppression: FFI, FFII, Haz Mat Awareness and Operations - 474 hours**

14-week online course followed by 14-day skills session days

14-week online course with 14 Saturday skills session days after each week of course work.

##### **Hazardous Materials Awareness: 8 hours**

1-week online course followed by 1 skill session day.

##### **Hazardous Materials Operations: 32 hours**

2-week online course followed by 1 skill session day.

##### **Remedial Courses:**

FFI: 6-week online coursework followed by 1 skill session day.

FFII: 6-week online coursework followed by 1 skill session day.

Haz Mat Awareness: 2-week online course followed by 1 skill session day.

Haz Mat Operations: 2-week online course followed by 1 skill session day.

#### Getting Started with Top Fire Emergency Training Academy

##### **Registration:**

1. Create a FIDO account and receive your PIN. Your FIDO account and PIN will be what is required from now on in your fire protection professional career as your progress in the fire service.

Visit: <https://auth.tcfp.texas.gov/account/login>

2. Top Fire Emergency Training Academy application.

3. Create an IFSTA Resource One Account and purchase required textbooks.

Visit: <https://auth.ifsta.org/login>



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4. Provide payment depending on your payment options.
5. Once payment is received, you will be provided with a course link and enrollment key for your course.

### Top Fire Emergency Training Academy Skills Session Day Requirements

1. Required Forms
  - a. Documented physical by a licensed physician/health care provider.
  - b. Signed liability release form. (Provide on 1<sup>st</sup> day)
  - c. Signed attendance policy. (Provide on 1<sup>st</sup> day)
2. NFPA compliant personal protective equipment (PPE). Department gear or rentals shall provide the following:
  - a. Annual PPE advanced inspection/cleaning record. (Provide on 1<sup>st</sup> day)  
Fire Department's allowing students to use their department gear shall provide documentation of the name of the certified cleaning and inspection company along with serial numbers to identify each piece of garment.
  - b. Fire Department Letter on department's letterhead from department chief or authorized agent stating that the student has permission to use their gear for the skills session training days.
  - c. PPE rental is available from Top Fire. Each piece of garment has been cleaned and inspected as required. Contact us for more information.
3. Skill Session Uniform Requirements
  - a. Top Fire or department navy blue shirt. Top Fire will provide students with one free shirt on the 1<sup>st</sup> day.
  - b. Blue pants with black belt.
  - c. Black footwear. It is beneficial to each student to wear footwear that can be easily and quickly removed since many of the drills are timed.



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4. Facial Hair – No beards, goatees or any type of facial hair that would interfere with a proper seal around the face mask will not be tolerated. Top Fire Instructors will require a student to shave if deemed necessary for the safety of the student.
5. Long hair – long hair beyond the length of the shoulders shall be pulled back into a braid, ponytail, or bun for the safety of the student.
6. Other required materials
  - a. A drinking container.
  - b. Work gloves to be used to roll/load hose and other related activities that does not require structural firefighting gloves.

### Top Fire Emergency Training Academy Contact Information

#### Top Fire Emergency Training Academy

P.O. Box 1285

Richmond, TX 77406-1285

Main Office Number: (832)867-3470

Office Email: [admin@topfiretraining.com](mailto:admin@topfiretraining.com)

#### Chief Training Officer

James Serrano

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