NFA Training Weekend Tennessee-Virginia

The Tennessee Fire Service and Code Enforcement Academy and the Virginia Department of Fire Programs are proud to continue our training partnership.

Date: September 18th – 20th, 2015

Location: U.S. National Fire Academy
16825 South Seton Avenue
Emmitsburg, MD 21727-8998

Registration: Please note that registration will be handled through your home state!!! Fees are the same, but the process may vary. Please review the instructions carefully.

Registration Fee: $77.00 (includes all meals, fees and commemorative gift)

Registration fee must accompany the U.S. National Fire Academy short form FEMA Form 119-25-2-75-5a which is available through your local training office; or from the VDFP website http://www.vafire.com/state_forms/pdf/2014-12-03-NFA_Short_Form.pdf.

Deadline for registrations is August 7th, 2015. Registration will be accepted by mail only; no phone or fax registrations will be taken. **Payment by check must accompany your registration!**

Special Notice!!!!!!!
National Fire Academy requiring Student Identification Numbers for All Courses

National Fire Academy students interested in applying for on-campus (10-/6-/2-day), off-campus (10-/6-/2-day) and NFA Online courses need to register for a FEMA Student Identification Number (SID) prior to taking any NFA delivery course. This number is used in place of a Social Security Number and is obtained through the Center for Domestic Preparedness (CDP). If you are planning to take a NFA course this unique number must be submitted on your application to receive a certificate. Use the following link to begin the registration process - http://www.usfa.fema.gov/nfa/about/attend/ftin.shtm

Virginia Registration Instructions

Registration will be accepted **by the VDFP Division 7 Office. Payment by check must accompany your application; credit card payment can be made via Bookstore, after registration is submitted.** (VA Only) **Please include copies of class prerequisite (IS 100, 200, 700).** Make checks payable to the Treasurer of Virginia **or if paying with credit card contact the VDFP Bookstore @ (804) 249-1976, after sending in your application. Deadline for registrations is August 7th, 2015.**
For more information please contact the Virginia Department of Fire Programs Division 7 Office at 703-259-3232.

Mail applications and payment to:
VDFP Division 7 Office
Suite 4E-100
4975 Alliance Dr
Fairfax, VA 22030

Special Note: • No refunds after September 1st, 2015. • To issue refunds to individuals we must have your complete SS # on file. • To issue refunds to localities we must have a W-9 on file.

Tennessee Registration Instructions

Registration will be accepted **by mail only, payment must accompany your application:** no phone or faxed registrations will be taken. **Please include copies of class prerequisite (IS 100, 200, 700).** Make checks payable to the **TN Fire Chiefs Association. Deadline for registrations is August 7th, 2015.**

For more information please contact the Nichole Brown at TN Fire & Codes Academy 931-294-4127.
Mail applications and payment to:
TN Fire & Codes Academy
2161 Unionville-Deason Rd.
Bell Buckle, TN 37020
NFA Weekend - Nichole Brown

Campus Fire & Life Safety I: Risk Assessment (W0193)

Course description---This two-day course is to enable the student with the ability to begin to create a comprehensive campus fire and life safety program starting with conducting a risk assessment and developing and evaluating an emergency plan as well as building partnerships to sustain emergency programs and plans.

Selection criteria---The target population for this course will include, but not be limited to, campus staff with responsibility for learner safety (including housing coordinators), fire and EMS staff (both on campus and off campus), local government officials (code enforcement, building inspection, etc.), community support groups, and off-campus housing interest groups.

Student pre-course materials: http://nfa.usfa.dhs.gov/ax/pcm/pcm_f0193.pdf

Prerequisites: None

Emergency Medical Services: Functions in the Incident Command System (W0166)

Course description---Students will practice use of the Incident Command System in coordination with other public safety responders. As a follow-up to ICS-100 and ICS-200 training, this course will present scenarios requiring responders to structure their EMS resources within the guidance of NIMS ICS, as appropriate to the needs of the different incident types. Through simulation and role-playing, students will demonstrate the implementation of EMS components in an ICS system at incidents.

Selection criteria---Emergency response personnel with responsibilities to implement the initial EMS functions of an Incident Command System at incidents.

Prerequisites--ICS 100 level and ICS 200 level training. Preferred courses are Q462 and Q463 available through NFA Online at www.nfaonline.dhs.gov. Chief's signature attests that the applicant has completed this required training. 2. IS-201 Forms Used for the Development of the Incident Action Plan **(http://training.fema.gov/IS/)**

Executive Skill Series: Exercising Leadership Ethically (W0523)

Course description----This new 2-day course provides students with the ability to recognize ethical dilemmas in the context of their environments, apply a decision model to resolve these dilemmas, render ethical decisions, and defend under scrutiny

the resulting decisions that were made in an effort to resolve these dilemmas. The ESS: ELE course will become the fourth offering within the Executive Skill Series.

Selection criteria---The target audience for all of the Executive Skill Series courses, including the Exercising Leadership Ethically course, are fire and emergency services personnel in positions of authority who have an opportunity to exercise leadership. An eligible student must be minimally assigned in a supervisory level position (e.g., a Company Officer). Line-firefighters or firefighter-paramedics are not within the target audience and will not be considered.

Prerequisites: None

Fire Service Safety Culture: Who Protects Firefighters from Firefighters? (W0349)

Course description----This is a 2-day course that will help fire service personnel identify their present fire service safety culture, explain how culture drives safety behavior, identify risk management strategies, and develop a fire service safety culture intervention plan to reduce injury and death to firefighters in their organization. The course content includes National Institute of Occupation Safety and Health (NIOSH) Fire Fighter Fatality Investigation and Prevention Program reports, organizational change and leadership models, and risk control systems. The learning methods include case studies, problem solving, and strategic and tactical planning that are used in individual, small group, and class activities.

Selection criteria----Key fire service personnel in the position of leadership and the Company Officers (COs) who are the agents of change within all types and sizes of fire departments. Attendees should possess effective oral and written communication skills with some experience in public speaking.

Prerequisites: None

Student Reading: Required reading for the course:

1) NIOSH Alert: Preventing Deaths and Injuries of Fire Fighters Using Risk Management Principles at Structure Fires (dated July 2010.)
http://www.cdc.gov/niosh/docs/2010-153

2) Firefighting: Still A Dangerous Occupation! by Dr. Burton Clark and Mr. David Ballard, http://www.firehouse.com/news/10535644/firefighting-still-a-dangerous-occupation

3) FAST/CLOSE/WET by Mr. Alan V. Brunacini
http://www.riskinstitute.org/peri/images/file/S908-D2-Brunacini.pdf

Health and Safety Officer (Revised) (Course available only during NFA Sponsored State Weekends) W0730

Course description---This 2-day course examines the Health and Safety Officer's role in identifying, evaluating, and implementing policy and procedures that affect health and safety aspects for emergency responders. Risk analysis, wellness and other occupational safety issues will be the main emphasis of this course.

Selection criteria---Individuals who have department-level health and safety responsibilities. Persons attending this course should have a working knowledge of the Incident Command System, as taught by NFA, applicable NFPA and OSHA requirements and recommendations, and responsibility for setting policy for the department on such issues.

Prerequisites: None

Incident Safety Officer (Revised) (Course available only during NFA Sponsored State Weekends) W0729

Course description---This 2-day course examines the Safety Officer's role at emergency responses. A specific focus on operations within an Incident Command System (ICS) as a Safety Officer is a main theme. Response to all-hazards types of situations will be emphasized.

Selection criteria---Individuals who have a Safety Officer responsibility at emergency operation situations. Persons attending this course should have a working knowledge of the ICS, as taught by NFA, building construction principles, hazardous materials management, applicable NFPA guidelines, and Federal regulations.

Prerequisites: None

Introduction to Unified Command for All Hazard Incidents (W0609)

Course description----This 2-day course is designed to provide company officers with a better understanding of multiagency needs and a Unified Command structure. The attendees will gain an understanding of the requirements of a Unified Command organization and provide learners with the knowledge and skills necessary to operate effectively in complex incidents.

Selection criteria-----The primary audiences for the course are fire department company officers, first responders, chief officers and others who would function in a

command or general staff position during a multiagency operation. Further specification for the audience includes officers who: have command responsibilities, are upwardly mobile and act in the position of a Command Officer, would function in a command or general staff position during a Unified Command Operation and are initially responsible for setting up the Incident Command Organization.

Prerequisites: None

Leadership I for Fire and EMS: Strategies for Company Success (W0803)

Course description----This 2-day 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.

Selection criteria----* Line fire officers, unit commanders, or program supervisors.* Fire or rescue personnel due for promotion/appointment to officer rank or supervisory position within 6 months.* Training officers, staff, or administrative officers of fire and rescue organizations.

Prerequisites: None

DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY

GENERAL ADMISSIONS APPLICATION SHORT FORM

See Reverse for Privacy Act Statement

O.M.B. No. 1660-0100
Expires November 30, 2016

SECTION I - GENERAL INFORMATION

1. DATE OF BIRTH (Mo, Day, Yr.)

2. GENDER ☐ FEMALE ☐ MALE

3. U.S. CITIZEN ☐ YES ☐ NO ☐ PERMANENT RESIDENT

If No, City and Country of Birth:

4. RACE (Please check all that apply)
1. ☐ AMERICAN INDIAN or ALASKAN NATIVE
2. ☐ ASIAN
3. ☐ BLACK or AFRICAN AMERICAN
4. ☐ WHITE
5. ☐ NATIVE HAWAIIAN or PACIFIC ISLANDER

4a. ETHNICITY
☐ HISPANIC or LATINO
☐ NOT HISPANIC or LATINO

5. PLEASE PRINT YOUR NAME (Last, First, Middle, Suffix)

6. STUDENT IDENTIFICATION (SID) NUMBER

7. HOME MAILING ADDRESS (Street, avenue, road no., P.O. box/city or town, and zip code)

8. Work Phone Number:

9. Home Phone Number:

10. FAX Number:

11. E-MAIL ADDRESS

12a. ENTER COURSE CODE AND TITLE

12b. COURSE LOCATION

12c. DATE

13. DO YOU HAVE ANY DISABILITIES *(Including special allergies or medical disabilities)* WHICH WOULD REQUIRE SPECIAL CONSIDERATION DURING YOUR ATTENDANCE IN TRAINING?
☐ NO ☐ YES *(If yes, indicate & describe any special considerations required on a* separate *sheet)*

SECTION II - EMPLOYMENT INFORMATION

14a. NAME AND COMPLETE ADDRESS OF ORGANIZATION BEING REPRESENTED

14b. NFIRS # (NFA ONLY)

15. CURRENT POSITION AND NUMBER OF YEARS IN POSITION

16. CHECK THE BOX(ES) BELOW THAT BEST DESCRIBE YOUR ORGANIZATION

16a. JURISDICTION
1. ☐ STATEWIDE
2. ☐ COUNTY GOVERNMENT
3. ☐ CITY/TOWN/VILLAGE
4. ☐ SPECIAL DISTRICT/TOWNSHIP
5. ☐ FEDERAL/MILITARY (non-DHS)
6. ☐ INDUSTRY/BUSINESS
7. ☐ FOREIGN
8. ☐ DHS/FEMA
9. ☐ TRIBAL NATION

16b. ORGANIZATION
1. ☐ ALL CAREER
2. ☐ ALL VOLUNTEER
3. ☐ COMBINATION

16c. CURRENT STATUS
1. ☐ PAID FULL TIME
2. ☐ PAID PART TIME
3. ☐ VOLUNTEER
4. ☐ DISASTER RESERVIST

SECTION III - ENDORSEMENT AND CERTIFICATION

17a. I certify that the information recorded on this application is correct. Falsification of information will result in denial of a course certificate and stipend (U.S.C. 1001).
17b. I hereby authorize the release of any and all information concerning my enrollment in this course to the chief officer in charge, or designee, of my organization. All requests for information shall be in writing from said chief officer or designee.
17c. Further, I understand that the National Emergency Training Center (NETC), the Mt. Weather Emergency Operations Center (MWEOC), and the Noble Training Facility (NTF) are not authorized to provide medical or health insurance for students. I maintain appropriate insurance on an individual basis.
17d. I agree to abide by the rules, policies, and regulations of NETC, MWEOC and NTF. Failure to do so will result in denial of the student stipend, expulsion from the course, and possible barring from future National Fire Academy (NFA) and Emergency Management Institute (EMI) courses.

18a. SIGNATURE OF APPLICANT

18b. DATE

19. APPROVAL BY THE HEAD OF THE SPONSORING ORGANIZATION *(NOT REQUIRED FOR SELF STUDY PROGRAMS)*

By signing this application, I certify that my organization does not discriminate on the basis of age, gender, race, color, religious belief, national origin, economic status, or disability in providing educational opportunities for its employees.

19a. SIGNATURE

19b. PRINTED NAME AND TITLE

19c. DATE

20. ADDITIONAL ENDORSEMENTS FOR APPLICATION TO THE EMERGENCY MANAGEMENT INSTITUTE *(NOT REQUIRED FOR SELF STUDY PROGRAMS)*

20a. SIGNATURE AND DATE (State Office)

20b. SIGNATURE AND DATE (FEMA Regional Office)

21. SUBMIT APPLICATION TO APPROPRIATE SPONSOR

22a. DISPOSITION	22b. SIGNATURE OF REVIEWER	22c. DATE
☐ ACCEPTED ☐ REJECTED		

EQUAL OPPORTUNITY STATEMENT

NFA and EMI are Equal Opportunity institutions. They do not discriminate on the basis of age, gender, race, color, religious belief, national origin, or disability in their admissions and student-related procedures. Both schools make every effort to ensure equitable representation of minorities and women in their student bodies. Qualified minority and women candidates are encouraged to apply for all courses.

PRIVACY ACT STATEMENT

GENERAL - This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), Title 5 United States Code (U.S.C.), Section 552a, for individuals applying for admission to NFA Or EMI.

AUTHORITY - Federal Fire Prevention and Control Act of 1974, as amended, Title 15 U.S.C., Sections 2201 et. seq.; Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, Title 42 U.S.C., Sections 5121, et. seq.; Title 44 U.S.C. Section 3101; Executive Orders 12127, 12148, and 9397; Title VI of the Civil Rights Act of 1964; and Section 504 of the Rehabilitation Act of 1973.

PURPOSES: To determine eligibility for participation in NFA and EMI courses. Information such as age, gender, and ancestral heritage are used for statistical purposes only.

USES: Information may be released to: 1) FEMA staff to analyze application and enrollment patterns for specific courses, and to respond to student inquiries; 2) a physician to provide medical assistance to students who become ill or are injured during courses; 3) Members of the Board of Visitors for the purpose of evaluating programmatic statistics; 4) sponsoring states, local officials, or state agencies to update/evaluate statistics of NFA and EMI participants; 5) Members of Congress seeking first party information; and 6) Agency training program contractors and computer centers performing administrative functions.

EFFECTS OF NONDISCLOSURE - Personal information is provided on a voluntary basis. Failure to provide information on this form, however, may result in a delay in processing your application and/or certifying completion of the course.

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average 6 minutes. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 1800 South Bell Street, Arlington, VA 20598-3005, Paperwork Reduction Project (1660-0100) ***NOTE: Do not send your completed form to this address.***