

# Burlington County Emergency Services Training Center

*Department of  
Public Safety Services*



*Fall 2019*

*Training Announcement*



## **Mission Statement**

*The Burlington County  
Emergency Services Training Center's  
Primary Mission  
Is To Provide  
Quality Training and Education For  
Burlington County Emergency Services.*

# TRAINING COURSE ANNOUNCEMENT

Fall 2019

## BURLINGTON COUNTY EMERGENCY SERVICES PROGRAMS



What is E-Train Network?

E-Train Network is Burlington County Emergency Services Training Center's electronic notification system. The ESTC will use this to send out training announcements, updates, information and weather related delays or cancellations of classes.

Don't be left out!                      Sign up today!

<http://nj-burlingtoncounty.civicplus.com/205/Emergency-Services-Training-Center>

***This catalog and all ESTC Forms available online @***

<http://nj-burlingtoncounty.civicplus.com/205/Emergency-Services-Training-Center>

*Excellence in Training and Education*

### **ONLINE REGISTRATIONS NOW AVAILABLE!**

Online Registration for nearly all current ESTC Courses are up and running. One way to get to this is to open the Course List above and click the Hyperlinked Course ID # of the course you wish to enroll in.

Please note that we are still utilizing the Paper Registration Forms in conjunction with the new Online system. However, our **FIREFIGHTER I** courses are **NOT INCLUDED** in the Online Registration process.

**BURLINGTON COUNTY EMERGENCY SERVICES TRAINING CENTER**

53 ACADEMY DRIVE

PO BOX 6000

WESTAMPTON, NJ 08060

PHONE (609) 702-7157 FAX (609) 702-7100

<http://nj-burlingtoncounty.civicplus.com/205/Emergency-Services-Training-Center>

Training Announcement, Information and Application Booklet  
For the Emergency Services of Burlington County

**HOURS OF OPERATION**

***Office Hours Monday – Friday 8:00 AM to 5:00 PM***

Training Grounds

Monday - Friday	8:00 AM to 4:30 PM
Saturday & Sunday	8:00 AM to 4:00 PM
Monday - Friday Evenings	7:00 PM to 10:30 PM

**2019 LEGAL HOLIDAYS**

January 1	New Year's Day
January 21	Martin Luther King's Birthday
February 12	Lincoln's Birthday
February 18	President's Day
April 19	Good Friday
May 27	Memorial Day
July 4	Independence Day
September 2	Labor Day
October 14	Columbus Day
November 5	Election Day
November 11	Veteran's Day
November 28, 29	Thanksgiving Holiday
December 25	Christmas

# GENERAL INFORMATION

## PURPOSE

The purpose of this course announcement is to provide interested students with important information about course offerings and the forms necessary for making application. All training will be conducted by, and at the facilities of, the Emergency Services Training Center (ESTC). Specific information on the content of each course offering is found in the pages that follow.

## APPLICATION PROCEDURE

Personnel desiring to enroll into any course must do so through their respective Chief or Training Officer. All applications must be submitted at least 10 days prior **to the commencement of the class. If the application is not filled out in its entirety, the entire application will be rejected.**

## PREREQUISITES

Some courses are structured sequentially. For this reason, prerequisites have been established for many courses so that each student will have the necessary background to gain the most from each student area. Since many courses build upon the knowledge gained in the prerequisite courses, an unprepared student will not only fail to understand some of the material, but they will also slow the progress of the entire class. **Please note that prerequisites are indicated in the course description section. Make sure your personnel are qualified for that class.**

If a person has taken a course which is a prerequisite for a course from an institution other than the ESTC, he or she must supply documentation of this at the time of application. Copies of certificates for these courses **must accompany the course application in order to receive equivalency credit for that course. Applications that do not include proof of the indicated prerequisites will be returned as incomplete.**

## DIVISION OF FIRE SAFETY

**Live Burn Regulations:** The Division of Fire Safety, Office of Training and Certification, has made it mandatory, through regulation, that you must possess a Division of Fire Safety, Firefighter I Certification in order to participate in any live fire burn training.

Students who do not possess the Division of Fire Safety Firefighter I Certification will not be enrolled into any courses at the ESTC that require this Certification.

**ProBoard / IFSAC Accreditation:** As a part of Division of Fire Safety certification, the following programs are now ProBoard and IFSAC accredited: Firefighter 1 & 2, Hazardous Materials Awareness and Operations, Fire Officer 1 & 2, Fire Instructor 1 & 2. Students that successfully complete the class, pass the written exam and skills evaluations, must apply for certification from the Division of Fire Safety. All Written and Skills Testing will be conducted in accordance with applicable DFS policies and guidelines.

## EMT ELECTIVE CEU PROCESS

NJDOH has instituted a new procedure for receiving Elective EMT CEU credit.

Please follow the directions below for **Elective** CEU Course registration to insure proper credit is received:

1. Complete the Burlington County ESTC Registration forms and submit as previously done.
2. Log onto the NJ Dept. of Health Learning Management website and register for the class in the LMS. [All BCESTC Courses will be listed with the ESTC Course Number and class name].
3. The website address is: [www.njems.njlincs.net](http://www.njems.njlincs.net).
4. Attend your scheduled class and sign the sign in sheets for all sessions to assure proper credit is received.

## CONFIRMATION

As a courtesy, Course confirmations will be emailed to the student approximately 20 days prior to the start of the course. The student should contact the ESTC registration office, if they have not received a course confirmation 10 days prior to the course start date.

## CANCELLATION POLICY

You will be billed for each person registered for a course. If you have to cancel a person for some reason, you may cancel up to 24 Hours before the class. If you do not notify the ESTC by that time, and the person does not show up on the first day of the class, you will be billed for that person.

## REFUND POLICY

A refund of the course fee may be processed only when the ESTC is notified in writing 24 Hours before the beginning of the first session of class. Refunds cannot be made once the class starts including drop-outs and withdrawals. A \$10.00 administrative fee will be charged for all refunds. If a student fails to attend the first session of class and is entitled to a text book, the student may pick up that text at the ESTC within 30 days, during regular business hours. (8:30 AM - 4:30 PM)

## FIRST SESSION REGISTRATION AND ATTENDANCE

Registration will be conducted at the **first class** meeting of each course and is **mandatory**. Course confirmations will be emailed to each student. Please do not send personnel to the ESTC if a confirmation has not been received. Confirmed applicants who are not in attendance for this first class meeting will be dropped from the course. We are not able to accept walk-in, non-confirmed personnel. There will be no refunds for those who fail to attend the first session. Students are responsible to sign the roster for each session to receive credit for that session. Make-up students are responsible for signing the roster with their original class number, in order to receive credit. Students shall not leave the ESTC prior to class dismissal without permission from the Instructor in charge of the facility.

## SUBSTITUTIONS / WALK-INS

- The ESTC does not permit Substitutions or Walk-ins.
- No students will be allowed in any class unless Registered and Validated

## DRESS CODES

The ESTC has instituted a dress code for attendance in classes. It is each student's responsibility to use good judgment in selecting attire that projects a professional image and is appropriate for instructional lectures or practical training.

- Instructional Lecture – (classroom) – Station Uniform. In place of station uniform, business casual (dark pants and a collared shirt) is considered appropriate. Jeans, shorts, t-shirts, open-toe shoes, and hats are not appropriate for the classroom.
- Practical Training – (outdoor hands-on) – Station Uniform & department T Shirt. In place of station uniform, jeans or workpants are appropriate. Shorts, and open-toe shoes are not appropriate for this training.

## GRADING SYSTEM

The ESTC uses two different grading systems.

- Pass/Fail
- 70 and above is passing.

## MAKEUP POLICY

Any students who have missed lessons in courses have **one (1) year from the date the lesson was missed to make up the lesson**. The procedure for make ups will be as follows:

1. The student shall check the student handout to make sure of the date of the make-up class.
2. Prior to attending the lesson, the student must call the ESTC to confirm that there have been no lesson changes and there is room in the class.
3. When signing the roster the student shall print clearly his or her:
  - a) Full Legal Name
  - b) Social security number
  - c) Number of the **original** class
  - d) Signature

## PERSONAL PROTECTIVE EQUIPMENT

The ESTC requires each student to actively participate in actual firefighting evolutions, (live-fire burns). Each student involved in live burn training must provide and wear their own personal protective equipment (PPE). PPE must be compliant in accordance with NFPA 1971. The ESTC cannot loan the firefighter protective equipment to those improperly prepared. PPE shall include the complete and proper wearing of the following: approved boots, turnout coat and pants, leather gloves, helmet, eye protection and **accountability tags**. PPE should be cleaned and fully dry prior to attending live-fire burns. Shorts/cut-offs, tank tops, or bare bodies are not permitted. The minimum acceptable body coverage is long trousers and T-shirts. Cotton shirts, pants and socks are recommended. The wearing of jewelry by students to class is discouraged. Jewelry that can be removed should be removed and secured by the student prior to participating in outdoor evolutions. The ESTC will not be responsible for lost jewelry.

## BEARDS & SELF-CONTAINED BREATHING APPARATUS

In accordance with N.F.P.A. 1500: 5-3.10, "Standard on Fire Department Occupational Safety and Health Program," and OSHA 29 CFR 1910.134 Respiratory Protection Standard, the ESTC strictly prohibits training individuals with facial hair that makes contact with the face-piece seal on positive pressure self-contained breathing apparatus in those courses where S.C.B.A. must be worn. Those students with beards or such facial hair makes contact with the face-to-face piece seal may not participate in some blocks of instruction and, therefore, cannot be given credit toward completion of those courses. Departments should ensure that students meet the training and Fit Test requirements of N.F.P.A 1404 "Standard for Fire Service Respiratory Protection and OSHA 29 CFR 1910.134.

## PHYSICAL CONDITION OF STUDENTS

No student shall be admitted to class with any physical and/or other condition that would prevent them from safely participating in class activities. No student shall be given credit for any unit of instruction in which he or she did not actively participate. No credit will be given to students who cannot actively participate in class. Students who do not actively participate in any portion of the class will not be given a certificate of completion for the class and will not be eligible to return for other courses for which the completed course is a prerequisite.

Firefighter 1 will include Physical Fitness readiness/agility testing. This ESTC administered testing will be conducted prior to the course start date. Satisfactory completion will be required prior to students' admittance to the course.

## **TECHNICAL STUDIES DEGREE PROGRAM**

Through an agreement between the ESTC and Rowan College at Burlington County, the Training Center provides certain courses that earn credit toward an Associate in Applied Science Degree in Technical Studies Technology awarded by the College. Please check the course offerings for the qualifying courses being offered this semester.

Students entering the Technical Studies Program will complete an R.C.B.C. Application for Admission. This will be done as a part of the applicable classes.

Students who need to include ESTC courses to meet the eligibility status as a full-time student must notify the ESTC at time of registration.

For questions about the degree program, contact Danielle Epps, Director of Admissions at (856) 291-4251.

## **CLASS CANCELLATIONS**

In the event of inclement weather or other cause for the cancellation of class, the ESTC will send a message through **'E-Train'**. When possible, a class email will be sent through the Senior Instructor. When in doubt contact the ESTC. **DO NOT CALL** Central Communications. For a recorded message call (609) 702-7157 ex. 3939. Notifications will be made approximately 1 hour prior to the scheduled start of class.

## **FINANCIAL RESPONSIBILITY**

Payment for tuition and/or text fees will be the ultimate responsibility of the sponsoring agency.

Payment for any and all medical related charges that may be incurred due to injury will be the responsibility of the sponsoring agency. If there is no sponsoring agency, then the student shall have the financial responsibility.

The sponsoring agency relieves the Burlington County Emergency Services Training Center; the Burlington County Department of Public Safety; the Burlington County Board of Chosen Freeholders, its employees or agents from any liability for damages including attorney's fees and costs arising out of any injury that may occur while training at the Burlington County ESTC.

Every effort has been made to ensure the accuracy of course information, dates, and times; however, changes may occur. If information regarding a course should change, an announcement will go to students / agencies / departments as soon as possible.





&



**Rowan College**  
at  
**BURLINGTON COUNTY**

**In cooperation with**  
**Burlington County Emergency Services**  
**Training Center**

**Fall 2019 EMT Course Offerings**

To register, please access the following website: <http://rcbc.edu/webadvisor>.  
Select **CREDIT STUDENT LOGIN**, then follow the prompts from there.

To Search for the EMT Courses, select the following:

Term = 2019FA – 2019 Fall  
Subjects = EMS – Emergency Med Serv

The Traditional in-class, Mon / Thu nights, Course Number is **101**, Section **500**.  
The Hybrid Course Number is **101**, Section **700**.

Registration in person and over the phone is also available. All details are listed on the WebAdvisor homepage.

**For all other EMS Courses**, please visit the VIRTUA EMS Education Center:

<https://physicianlocator.virtua.org/NavWeb/Class>

Search for “EMS Education” and all courses should be listed there.



**BURLINGTON COUNTY EMERGENCY SERVICES TRAINING CENTER**  
Fall 2019 Course Offerings

Class times are as follows:      D = 0800 to 1630      E = 1900 to 2300      \* Fire I = 1845 to 2300  
 (\*IN CTY) = Burlington County First Responders  
 Note:      Course fees include all text and materials except as noted  
 xxx = Part of RCBC Technical Studies Degree Program / ( ) = EMT Course CEU's

Attendance to all classes is mandatory for successful completion of ESTC courses. It is the student's responsibility to confirm that there are NO other course conflicts when registering for classes. There will be NO exceptions made if the student has scheduled overlapping classes.

**DIVISION I      BASIC / ADVANCED**

ID #	COURSE NAME (C.E.U.s)	HRS	DATES	DAYS	TIME	IN CTY	OUT CTY	TEXT
6900	Firefighter I xxx <b>WEEKNIGHT COURSE</b>	212	8/6 – 12/14	Tue & Thu (8 Sat / Sun)	E* D	55.00	175.00	
FFI Non-Tue / Thu Dates – 8/25, 9/7, 28, 10/5, 6, 7, 19, 30, 11/6, 9, 25, 12/11, 14 – See Course Description								
6901	Basic Fire Police	8	10/12	Sat	D	55.00	83.00	
6902	Truck Company Operations	32	9/16 – 25 9/21, 28	Mon & Wed Sat	E D	55.00	83.00	
6903	Pump Operations	16	8/14, 15 8/17	Wed & Thu Sat	E D	55.00	83.00	
6904	Pump Operations	16	9/19, 20	Thu & Fri	D	55.00	83.00	
6905	Rapid Intervention Crew (R.I.C.) Operations	24	11/13, 20 11/16, 23	Wed Sat	E D	55.00	83.00	
6906	Emergency Vehicle Operator - Engines, Ladders, Large Rescue <b>(12 EMT Elective)</b>	15	10/29, 30, 31 11/2	Tue, Wed, Thu Sat	E D	55.00	83.00	
6907	CEVO IV <b>(6 EMT Elective)</b>	8	11/2	Sat	D	55.00	83.00	

**DIVISION II      OFFICER / LEADERSHIP DEVELOPMENT**

ID #	COURSE NAME (C.E.U.s)	HRS	DATES	DAYS	TIME	IN CTY	OUT CTY	TEXT
6908	Fire Inspector Certification xxx	99	9/5 – 12/16	Mon & Thu	E	55.00	83.00	350.00
6909	Fire Service Const. Principles xxx	56	9/3 – 12/10	Tue	E	55.00	83.00	135.00
6910	Fire Detection & Suppression Systems xxx <b>(1.0 Technical FI/FO)</b>	45	8/22 – 12/19	Thu	E	55.00	83.00	100.00
6911	<b>ICS Tools &amp; Tips: Managing the Mass Casualty Incident (3.5 EMT Elective)</b>	4	11/21	Thu	E	30.00	45.00	
6912	Incident Safety Officer <b>(16 EMT Elective) (1.0 Instructor CEU's)</b>	16	10/16, 23	Wed	D	30.00	45.00	
6913	Courage To Be Safe... So Everyone Goes Home	4	11/9	Sat	D	0	0	
6914	NJ DFS – Drill Ground Instructor <b>(.5 Drill Ground)</b>	8	10/6	Sun	D	30.00	45.00	
6915	Qualified Training Officer (Q.T.O.) Update <b>(.25 instructor)</b>	4	8/22	Thu	D	0	0	
6916	Qualified Training Officer (Q.T.O.) Update <b>(.25 instructor)</b>	4	8/22	Thu	E	0	0	
6917	Qualified Training Officer (Q.T.O.) Initial <b>(.25 instructor)</b>	4	8/29	Thu	D	0	0	
6918	Qualified Training Officer (Q.T.O.) Initial <b>(.25 instructor)</b>	4	8/29	Thu	E	0	0	
6919	<b>Training Officer Tools &amp; Tips: Better Burn Building Evolutions (.5 Instructor)</b>	8	10/27	Sun	D	55.00	83.00	
6920	Instructor II	40	9/29, 10/13, 10/20, 11/3, 10	Sun	D	55.00	83.00	110.00
6921	Incident Command System I-200 <b>(12 EMT Elective) (1.0 Instructor)</b>	12	11/1 11/2	Fri Sat	E D	0	45.00	
6922	Incident Command System I-200 <b>(12 EMT Elective) (1.0 Instructor)</b>	12	12/10, 11, 12	Tue, Wed, Thu	E	0	45.00	
6923	Incident Command System I-300 <b>(18 EMT Elective) (1.5 Instructor)</b>	18	11/4 – 20	Mon & Wed	E	0	45.00	
6924	Incident Command System I-400 <b>(16 EMT Elective) (1.0 Instructor)</b>	12	12/3, 4	Tue & Wed	D	0	45.00	

**BURLINGTON COUNTY EMERGENCY SERVICES TRAINING CENTER**  
Fall 2019 Course Offerings

**DIVISION III      SPECIALIZED COURSES**

<b>ID #</b>	<b>COURSE NAME (C.E.U.s)</b>	<b>HRS</b>	<b>DATES</b>	<b>DAYS</b>	<b>TIME</b>	<b>IN CTY</b>	<b>OUT CTY</b>	<b>TEXT</b>
6925	Haz-Mat Awareness (4 EMT Elective)	4	10/9	Wed	E	0	45.00	
6926	Haz-Mat Operations (8 EMT Elective)	8	10/12	Sat	D	0	45.00	
6927	Confined Space Awareness (4 EMT Elective)	4	10/2	Wed	E	0	45.00	
6928	Confined Space Operations (8 EMT Elective)	20	10/7, 8, 9	Mon, Tue, Wed	D	55.00	83.00	
6929	Vehicle Extrication II (11 EMT Elective)	16	10/21, 23 10/26	Mon & Wed Sat	E D	150.00	225.00	
6930	Flashover Recognition Training Program	4	9/30	Mon	E	70.00	110.00	
6931	Flashover Recognition Training Program	4	11/18	Mon	E	70.00	110.00	
6932	Basic Ropes and Knots	4	10/28	Mon	E	35.00	55.00	
6933	Ropes: Rappelling	8	10/26	Sat	D	70.00	110.00	

**DIVISION IV      EMERGENCY MEDICAL / FIRST AID**

<b>ID #</b>	<b>COURSE NAME (C.E.U.s)</b>	<b>HRS</b>	<b>DATES</b>	<b>DAYS</b>	<b>TIME</b>	<b>IN CTY</b>	<b>OUT CTY</b>	<b>TEXT</b>
6934	Heartsaver CPR / AED	4	10/16	Wed	D	45.00	45.00	
6935	BLS Healthcare Provider CPR (2 EMT Elective)	4	9/18	Wed	D	55.00	55.00	
6936	BLS Healthcare Provider CPR (2 EMT Elective)	4	11/6	Wed	D	55.00	55.00	
6937	BLS Healthcare Provider CPR (2 EMT Elective)	4	12/11	Wed	D	55.00	55.00	

**BURLINGTON COUNTY EMERGENCY SERVICES TRAINING CENTER**

**CONTINUING EDUCATION UNIT (CEU) MATRIX**

\*\* = May submit EMT reimbursement form

**Fall 2019**

<b>DIVISION I</b>	<b>EMT</b>	<b>FIRE INSTRUCTOR</b>	<b>UNIFORM FIRE CODE TECHNICAL</b>	<b>TECHNICAL SCIENCE DEGREE PROGRAM</b>
Firefighter I				<b>7</b>
Emergency Vehicle Operator Engines, Ladders, Large Rescue	<b>12</b>			
CEVO IV	<b>6</b>			
<b>DIVISION II</b>				
Fire Inspector				<b>6</b>
Fire Service Construction Principles			<b>1.0</b>	<b>4</b>
Fire Detection & Suppr. Systems			<b>1.0</b>	<b>3</b>
<b>ICS Tools &amp; Tips:</b> Managing the Mass Casualty Incident	<b>3.5</b>			
Incident Safety Officer	<b>16</b>	<b>1.0</b>		
Drill Ground Instructor		<b>.5</b>		
Qualified Training Officer (Q.T.O.)		<b>.25</b>		
<b>Training Officer Tools &amp; Tips:</b> Better Burn Building Evolutions		<b>.5</b>		
Incident Command System I-200	<b>12</b>	<b>1.0</b>		
Incident Command System I-300	<b>18</b>	<b>1.5</b>		
Incident Command System I-400	<b>16</b>	<b>1.0</b>		
<b>DIVISION III</b>				
Haz-Mat Awareness	<b>4</b>			
Haz-Mat Operations	<b>8</b>			
Confined Space Awareness	<b>4</b>			
Confined Space Operations	<b>8</b>			
Vehicle Extrication II	<b>11</b>			
<b>DIVISION IV</b>				
BLS Healthcare Provider CPR	<b>2</b>			



# Burlington County Emergency Services Training Center

Fall 2019 Course Descriptions

## Division I

### **FIREFIGHTER I ( 7 RCBC CREDITS)**

The Firefighter I program is the beginning of the prospective firefighters training, and will provide the training, knowledge, and skills necessary to attain the MINIMUM basic requirements to perform safely as an entry level firefighter under direct supervision. This program is designed to meet the requirements of the NJ Division of Fire Safety for Firefighter I certification and follows NFPA 1001. Attendance at first class, Orientation is **MANDATORY**. A physical training session before each outdoor practical consisting of limbering, stretching, jumping jacks, push-ups, and a brisk fast paced cardio walk is **MANDATORY** for each student attending this class, in accordance to NFPA 1500. Hazardous Materials training in Awareness & Operations as well as CPR are part of the class and will be given on **various weekend days as well as weeknights to accommodate the schedule, in which attendance is MANDATORY**. Attendance in classes for I-100/700, R.I.C. Awareness, & NJ Citizens with Disabilities Awareness is **MANDATORY** for certification in accordance with NFPA, NJDFS, & NJ State Statute. SCBA Mask Fit Tests are to be completed by the Sponsoring Organization prior to the PPE/SCBA Practical Session. **Station uniforms or dark pants and a collared shirt is mandatory wear for each indoor classroom lecture including the first night.**

**Special Note – A Representative of the Sponsoring Organization must accompany the student to the first session of the class, for administrative purposes.**

#### PREREQUISITES:

- 18 years of age or older
- Registrations must be completed by a Sponsoring Organization
- CPR prior to end of course.
- Successful completion of scheduled ESTC administered Physical Fitness test prior to this course start date.

### **PUMP OPERATIONS**

This course is designed for both the beginner and experienced pump operator. It meets many of the requirements stipulated by many fire companies for their pump operators. Classroom instruction includes pump and pump accessory theory, operation and duties of pump operators, and fire ground hydraulics. Practical instruction includes drafting, pump panel operations, supplying water to pumpers and aerial devices, use of large diameter hose and relay operations.

PREREQUISITE: CERTIFIED FIREFIGHTER I

### **RAPID INTERVENTION CREW (R.I.C.) OPERATIONS**

This course is a follow-up to the R.I.C. Awareness course and will focus on techniques for the rescue and removal of trapped firefighters. Other topics to be included are Responsibilities of the R.I.C. Officer and Fireground size-up considerations. This course will involve mostly hands-on instruction that will require the students to provide full P.P.E. and S.C.B.A. This course is modeled on the University of Illinois, Fire & Rescue Institute's "Saving Our Own" program. Students will participate in exercises that will allow them to apply these firefighter rescue techniques at the department level. **This course is physically demanding and involves strenuous practical scenarios- only those who are physically fit should attempt this class, in addition a physical training warm-up period will take place before outdoor practical sessions. Full PPE, SCBA, Spare Cylinder are required.**

PREREQUISITE: R.I.C. AWARENESS & CERTIFIED FIREFIGHTER I (Minimum 1 year)

# Burlington County Emergency Services Training Center

Fall 2019 Course Descriptions

## Division I

### **EMERGENCY VEHICLE OPERATIONS (12 EMT Elective CEU's)**

This course is designed to instill defensive driving techniques in the emergency vehicle driver for safe navigation of our highways while responding to an emergency call. "Defensive Driving" will be the core of the course with emphasis on accident cause, collision avoidance, defensive driving attitudes, driver selection and driver reaction. Vehicle maintenance inspections and record keeping will be presented and students will be provided with materials to develop records tailored to their own apparatus. A practical driving course will be negotiated by students for assessment of their skills and training need areas. Students **MUST BRING** a department apparatus for the last session day drive. This vehicle, pumper, large ambulance, rescue truck, should be the type the operator would normally use in a response. Brush trucks, passenger vans, ambulances or other small utility vehicles **are not** appropriate for this course. Department level training and certification should be done in addition to attending this course.

PREREQUISITE: CERTIFIED FIREFIGHTER I  
or EMT

### **BASIC FIRE POLICE**

This course will provide the basic knowledge & skill for all newly assigned Fire Police Officers, as well as those experienced firefighters involved with traffic and crowd control at an incident scene. This program meets the New Jersey Statute 15:8-4 concerning the training of Fire Police Officers. Topics covered are: history, demeanor, personal protective gear, Red & Blue light laws, scene size-up, workplace safety. The class includes indoor classroom instruction blocks and an outdoor-practical evaluation. **In accordance with NJ Highway Incident Traffic Guidelines for the First Responder, each student is required to bring a Class II safety vest and a road flare to class.**

PREREQUISITE: 18 yrs old or older;  
Registrations must be completed by a Sponsoring Organization

### **TRUCK COMPANY OPERATIONS (Basic)**

This course is designed as an aggressive introduction and familiarization to Truck Company Operations. The course will focus on the core duties of the Truck Company: Search/Rescue, Ventilation, Forcible Entry, & Ground Ladders. In the classroom students will receive detailed instruction on the core truck duties, as well as building construction, apparatus, fire control, & size up from a Truck Company's perspective. On the training grounds students will receive "Hands On" instruction in core truck duties. Students will encounter multiple search, ground laddering, ventilation, & forcible entry practical stations. Other practical topics include Firefighter spatial orientation, ground ladder deployment, & fire control. The class will finish up with several practical scenarios specifically geared to the Truck Company. Teamwork & efficiency will be encouraged as well as evaluated during the course.

**This course is physically demanding and involves strenuous practical scenarios- only those who are physically fit should attempt this class, in addition a physical training warm-up period will take place before outdoor practical sessions. Full PPE, SCBA, Spare Cylinder is required.**

PREREQUISITE: CERTIFIED FIREFIGHTER I

### **CEVO IV (6 EMT Elective CEU's)**

A course designed for ambulance professionals to learn and practice the skills necessary to operate an ambulance safely. The course will deal with understanding the basic workings of the vehicle and attaining proper driving skills for both emergency and non-emergency operations. Students attending **MUST BRING** an ambulance to participate in the driving operations portion of the course.

PREREQUISITE: EMT or FIRE POLICE



# Burlington County Emergency Services Training Center

Fall 2019 Course Descriptions

## Division II

### ***FIRE INSPECTOR CERTIFICATION (6 RCBC CREDITS)***

This program is designed to ensure that prospective Fire Inspectors are competent in the basics of fire code enforcement. The student will become familiar with the New Jersey Uniform Fire Code, including the International Fire Code – New Jersey edition, and other reference standards. The students will be required to complete the Certification Exam administered by the NJ Division of Fire Safety.

The program will consist of classroom lecture, homework assignments (including ride along time), quizzes, mid-term and final exam. Students should have some knowledge of building construction and fire detection and suppression systems. This course is part of the R.C.B.C Degree program.

Students will be required to purchase several reference books for the class.

**Attendance at all sessions is required for completion of class.**

PREREQUISITE: NONE

### ***FIRE SERVICE CONSTRUCTION PRINCIPLES (4 RCBC CREDITS)***

This course will provide students with a fundamental understanding of construction principles of concern to fire service personnel. The course will discuss construction materials such as wood, ordinary, mill, concrete, and steel as it relates to building design criteria and material behavior as it relates to fire service operations. Topics to be covered include construction principles and terminology, wood and ordinary construction, garden apartments and other protected structures, smoke and fire containment, truss construction, rack storage facilities, and buildings with sprinklers. This course is part of the R.C.B.C. Degree program and includes weekly class assignments, Mid-term and a final exam.

PREREQUISITE: CERTIFIED FIREFIGHTER I

### ***ICS TOOLS & TIPS: MANAGING THE MASS CASUALTY INCIDENT (3.5 EMT Elective CEU's)***

Fortunately, Mass Casualty Incidents are not very common for most First Responders; unfortunately this same fact means that they may not be ready to manage the incident. This program is designed to provide the student with the knowledge and skills necessary to build an effective management system for a Mass Casualty or Multi-Victim Incident (MCI / MVI). Class will focus on the management and structure of the incident, not the details of patient care. A working knowledge of ICS is assumed of the student. The Burlington County MVI / MCI plans serve as the model for this program.

**TARGET AUDIENCE:** FIREFIGHTERS, EMTS, AND POLICE OFFICERS, WHO WILL BE PART OF AN MCI INCIDENT.

PREREQUISITE: ICS-200

### ***INCIDENT SAFETY OFFICER (16 EMT Elective CEU's), (1.0 Instructor CEU's)***

This National Fire Academy course examines the Safety Officer's role at emergency response situations, including but not limited to firefighting operations, emergency medical operations, and other special operations. The primary focus shall be on developing decision-making skills through the recognition of cues that affect personal safety (safety cues). This course focuses on areas associated with responding at the incident scene. It is an incident-specific scene oriented course designed to teach what the Incident Safety Officer needs to know, using instructor-led discussions, multimedia activities, and group dynamics to convey instructional points. This course is geared to Fire and EMS department members who may be designated by the Incident Commander as the Incident Safety Officer while working within the Incident Command System (ICS).

PREREQUISITE: CERTIFIED FIREFIGHTER I or EMT

# Burlington County Emergency Services Training Center

Fall 2019 Course Descriptions

## Division II

### **COURAGE TO BE SAFE...SO EVERYONE GOES HOME**

This National Fallen Firefighter's Foundation program is a provocative and moving presentation that is designed to change the culture of accepting the loss of firefighters as a normal occurrence.

Building on the untold story of line of duty death survivors, it reveals how family members must live with the consequences of a firefighter death. This presentation provides a focus on the need for firefighters and officers to change fundamental attitudes and behaviors in order to prevent line of duty deaths. The central theme promotes the courage to do the right thing in order to protect yourself and other firefighters and ensure that "Everyone Goes Home" at the end of the day.

Firefighters must have the courage to face a multitude of risks in order to save lives and protect their communities. Their courage allows them to willingly risk their own lives so that others can be saved. The challenge, 'What are you prepared to do?' is put forth to the students. A different type of courage is required to stay safe in potentially dangerous situations, avoiding needless risks and tragic consequences.

PREREQUISITE: NONE

### **INSTRUCTOR II**

This 40-hour course based upon IFSTA "Fire and Emergency Services Instructor," is designed to prepare the student to meet the job performance requirements (JPR's) contained in NFPA 1041, *Standard for Fire Service Instructor Professional Qualifications*. This advanced instructor development course, focuses on the application of different instructional strategies, covers the development of instructional objectives, lesson plans and instructional aids. The student will be able to apply the classroom instructional session in a practical format. Successful completion of this program will allow the student to meet one of the requirements for New Jersey Division of Fire Safety (includes ProBoard and IFSAC accreditations) Instructor Level II certification.

PREREQUISITE: NJ DFS Instructor Level 1 (Minimum 2 years)

### **NJ DIVISION OF FIRE SAFETY – DRILL GROUND INSTRUCTOR (.5 Drill Ground Instructor CEU's)**

This New Jersey Division of Fire Safety course is designed to ensure that Fire Service Instructors know and understand the safety issues inherent in each of the subject areas of firefighter training. Instructors must be capable of demonstrating the proper methods of identifying and correcting an unsafe situation as it occurs. Instructors must also demonstrate a knowledge of equipment and apparatus maintenance and safety procedures since well-maintained equipment is necessary to do the job safely and effectively.

This course is required for those fire service instructors that wish to teach specified modules in the Firefighter I course in the State of New Jersey. This course will provide the Instructors with a basic understanding of live burn and SCBA / Smoke House instructional safety concerns for Fire Service Instructor activities and student performance. It will include: a) General safety concerns, b) A review of the training approach, c) Terminology related to live burn and SCBA/Smokehouse safety, d) Preparation and presentation parameters, e) The students control process, f) Safety assessment of evolutions.

Successful completion of this program will allow the student to meet one of the requirements for New Jersey Division of Fire Safety Instructor certification.

PREREQUISITE: NJ DFS CERTIFIED INSTRUCTOR 1 or 2

### **INCIDENT COMMAND SYSTEM I-200 (12 EMT Elective CEU's), (1.0 Instructor CEU's)**

Basic ICS – ICS for Single Resources and Initial Action Incidents. This course is designed to enable personnel to operate efficiently during an incident or event within the Incident Command System (ICS). This course focuses on the management of single resources. I-200 provides training on and resources for personnel who are likely to assume a supervisory position within the ICS.

PREREQUISITE: CERTIFIED FIREFIGHTER I, EMT, POLICE OFFICER, or OTHER FIRST RESPONDER

# Burlington County Emergency Services Training Center

Fall 2019 Course Descriptions

## Division II

### **INCIDENT COMMAND SYSTEM I-300 (18 EMT Elective CEU's), (1.50 Instructor CEU's)**

Intermediate ICS for Expanding Incidents for Operational First Responders. This course provides training on and resources for personnel who require advanced application of the Incident Command System. The target audience for this course includes individuals who are expected to perform in a supervisory or tactical level management role at an incident or event. This includes individuals who may serve as Division / Group Supervisors, Branch Directors, Strike Team or Task Force Leaders, Unit Leaders, or multi-agency coordination system/emergency operations center (EOC) staff.

**PREREQUISITE:** I-200 and have management or supervisory background in emergency services.

### **INCIDENT COMMAND SYSTEM I-400 (16 EMT Elective CEU's), (1.0 Instructor CEU's)**

Advanced ICS for Command and General Staff, Complex Incidents and MACS for Operational First Responders. This advanced program is designed for senior personnel who are expected to perform in a management capacity in an Area Command or multi-agency coordination system. This course is designed to provide overall incident management skill rather than tactical expertise. This course builds on the ICS 100 through ICS 300 courses. This program will include several group exercises and scenarios.

**PREREQUISITE:** Completion of a classroom based ICS – 300 program. Completion of the FEMA Self Study course IS-800 (National Response Framework: An Introduction).

### **FIRE DETECTION & SUPPRESSION SYSTEMS (1.0 Technical FI/FO CEU's), (3 RCBC CEU's)**

This course provides a technical study of typical automatic signaling and detection devices, and special hazard fire suppression systems. This course will also include hazard analysis, hardware, some hydraulic calculations, system specifications, code compliance relative to design criteria and final acceptance. Taught at the college level, this course is part of the B.C.C. Fire Science Degree program and includes weekly quizzes and a final exam.

**PREREQUISITE:** CERTIFIED FIREFIGHTER I

### **TRAINING OFFICER TOOLS & TIPS: BETTER BURN BUILDING EVOLUTIONS (.5 Instructor CEU's)**

This program will review the outline of duties and responsibilities of the Qualified Training Officer, who utilize the Class A Burn Facilities of the ESTC. After a classroom session and a review of multiple lesson plans, the students will conduct multiple burn evolutions under the guidance of ESTC staff. The focus of this program is creating realistic, training evolutions geared towards meeting specific objectives of the Department Training Officer.

Class participants will fill the role of student and Training Officer during the burn scenarios.

**PREREQUISITE:** Certified Firefighter 1 and Current BCESTC QTO, or NJ DFS Instructor

### **QUALIFIED TRAINING OFFICER UPDATE (Q.T.O.) (.25 Instructor CEU's)**

The ESTC will conduct a Qualified Training Officer (QTO) training program update for individuals who previously completed a Q.T.O program. This program will review the Duties and Responsibilities of the QTO. All regulations and facility paperwork will be reviewed.

An overview of the operational guidelines for the Flammable liquid pad, Class "B" Burn Building, Automobile Fires and Highway tank cars. Included in this overview will be a review of the guidelines and scheduling of Flashover Training

A current QTO must be present (minimum of one) on the Fire Training Grounds to conduct your organization's training sessions. To be placed on the QTO list, each Emergency Service Organization must send any officer, instructor or member who will be responsible for conducting training activities as listed above. To remain current this program must be attended at least 1 time every three years.

In the absence of a Qualified Training Officer, the training session may be postponed or cancelled.

**PREREQUISITE:** CERTIFIED FIREFIGHTER I (Minimum 3 years) & previously attended the Full QTO Program

# **Burlington County Emergency Services Training Center**

Fall 2019 Course Descriptions

## Division II

### ***QUALIFIED TRAINING OFFICER INITIAL (Q.T.O.) (.25 Instructor CEU's)***

The ESTC will conduct a Qualified Training Officer (QTO) training program for all organizations who will utilize the Fire Training Grounds (FTG) to perform various emergency training activities. This program will outline the Duties and Responsibilities of the QTO. Areas of responsibility for the QTO include: Class "A" Burn Building, Tower, Smoke House, Above Grade Confined Space Tunnel, Drafting Area, Roof Simulator, and Practical Area in Main Building. Students are required to bring full PPE and SCBA.

An overview of the operational guidelines for the Flammable liquid pad, Class "B" Burn Building, Automobile Fires and Highway tank cars. Included in this overview will be a review of the guidelines and scheduling of Flashover Training. All regulations and facility paperwork will be reviewed.

A current QTO must be present (minimum of one) on the Fire Training Grounds to conduct your organization's training sessions. To be placed on the QTO list, each Emergency Service Organization must send any officer, instructor or member who will be responsible for conducting training activities as listed above. To remain current students must attend, an approved Q.T.O. update at least 1 time every three years.

In the absence of a Qualified Training Officer, the training session may be postponed or cancelled.

**PREREQUISITE:**     **CERTIFIED FIREFIGHTER I**  
                              **(Minimum 3 years)**

# Burlington County Emergency Services Training Center

Fall 2019 Course Descriptions

## Division III

### **HAZ-MAT AWARENESS (4 EMT Elective CEU's)**

Hazardous Materials "Awareness" is the first of the courses designed to meet O.S.H.A. C.F.R. 1910.120 and N.F.P.A. 472 for the First Responder. Training for those persons, who in the course of their duties, may be the first on the scene of a Hazardous Materials Incident. This four-hour course is aimed at first responders (police, firefighters, and E.M.S.). The areas covered in the course include health and safety, detecting the presence of Hazardous Materials, the U.S. D.O.T. Emergency Response Guidebook, scene management, roles and notification responsibilities of municipal, county and state organizations. This Level I First Responder Awareness is offered to anyone who needs the annual refresher training and/or has not had initial training.

PREREQUISITE: NONE

### **HAZ-MAT EMERGENCY RESPONSE LEVEL II OPERATIONAL (8 EMT Elective CEU's)**

Hazardous Materials "Operations" is the second level of Haz-Mat training and designed to meet O.S.H.A. C.F.R. 1910.120 and N.F.P.A. 472 for the First Responder. Training for those persons, who in the course of their duties, may be called upon to respond to the scene of a Hazardous Materials Incident. This eight-hour course is aimed at first responders (police, firefighters, and E.M.S.). The areas covered in the course include health and safety, detecting the presence of Hazardous Materials, chemical properties, basic decontamination, PPE selection & limitations, scene management, appropriate defensive actions, and notification responsibilities of municipal, county and state organizations.

PREREQUISITE: HAZ-MAT AWARENESS

### **CONFINED SPACE AWARENESS (4 EMT Elective CEU's)**

Confined Space Awareness is another component in the Hazardous Materials Emergency Response courses being offered at the ESTC. All persons attending this course will be able to identify confined spaces and recognize their potential and related hazards. In addition, students will also learn state and federal standards for confined spaces, safety standards for entry into and working in a confined space, and be able to describe the purpose of the lockout/tagout program. This course is a prerequisite for Confined Space Operations.

PREREQUISITE: 18 yrs. old or older, NJ OEMS  
EMT OR CERTIFIED  
FIREFIGHTER I

### **CONFINED SPACE OPERATIONS (8 EMT Elective CEU's)**

First responders must be aware of confined space recognition and entry training to prepare for routine station assignments and emergency operations. This course will enhance the training learned in the Confined Space Awareness course and give the student an opportunity to work in a classroom and hands-on training environment. We will be utilizing the below grade training scenario and other facility training aids to simulate the situations the rescuer will experience during confined space operations. The subject material will include Confined Space Recognition, Chemical and Physical Hazard Recognition, Air Monitoring, Ventilation and Inerting, Lock-out/Tag-out and Isolation, Introduction to Trench Operations, Temperature Stress, Noise Reduction, PPE, Rescue Considerations and Rigging, case study reviews, and the regulatory standards governing confined space work. The student should be proficient in the use of S.C.B.A. and P.P.E., have a basic knowledge of ropes and knots, and be able to perform rescue duties in restricted quarters.

PREREQUISITE: CONFINED SPACE AWARENESS,  
18 yrs. old or older & EMT OR  
CERTIFIED FIREFIGHTER I

**Burlington County Emergency Services Training Center**  
Fall 2019 Course Descriptions

Division III

**VEHICLE EXTRICATION II**  
**(11 EMT Elective CEU's)**

Vehicle Extrication II builds upon the learning gained in Vehicle Extrication 1 – basic rescue operations. This is a 16 hour program comprised of 4 hours of lecture and 10 hours of hands on exercises. Students will learn how to safely extricate victims from serious accidents with focus on entrapment underneath vehicles, impalements, and restricted access. In addition to hydraulic tool operations learned in Vehicle Extrication 1, students will also utilize air bags, small hand tools and advanced stabilization techniques for elevated and/or suspended vehicle operations.

PREREQUISITE: VEHICLE EXTRICATION I

**FLASHOVER RECOGNITION TRAINING PROGRAM**  
**– FIRE DYNAMICS**

The Flashover Simulator is a training aide where fire behavior can be observed by Fire Fighters at a safe distance below the fire floor. With safety being paramount, Instructors will demonstrate basic fire behavior using Class A combustibles. With fire not being influenced by artificial or individual factors makes this the most cost effective, realistic fire training available. Fire Fighters will be able to witness a fire grow from the incipient stage to flashover conditions. As the combustibles burn, the interior instructors will have the ability to control the conditions inside the simulator through the combined use of ventilation and "penciling of water." It is through this management that firefighters are able to experience a safe observation of a flashover.

This course is designed to familiarize students with fire conditions know as a flashover. This will be accomplished through a one hour classroom session, full PPE inspection and hands-on training in the flashover simulator.

Students must hydrate prior to, during, and after the prescribed burns. All students must have their gear cleaned and fully dry prior to attending this course. Full PPE, SCBA with cylinder, and drinking water is required to take part in this training. NO SHORTS will be permitted. Cotton shirts, pants, and socks are highly recommended as acceptable clothing. Weather is a factor in conducting this training, rainy weather of any type will be a cause to reschedule the burns.

PREREQUISITE: CERTIFIED FIREFIGHTER I

**BASIC ROPES AND KNOTS**

The basics of ropes and knots that were taught in Fire fighter 1 are the basis for this course. Those students who need to refresh their skills in knot tying and familiarize themselves with the basics they were taught for hoisting and lowering tools should attend this program. Students will spend minimal time in the classroom where the emphasis of the lecture will be on safety aspects of ropes and knots used in the fire service. Hands-on practical skills will familiarize the students with knot tying and how to secure fire equipment for hoisting and lowering on the fire scene.

Gear required for this program is a pair of leather work gloves, eye protection, and an OSHA approved safety helmet.

Proper classroom attire will be adequate for the practical portion of this training.

PREREQUISITE: NONE

**ROPES: RAPPELLING**

This course is designed to give individuals their first step into rope access and how to work at heights off of ropes. Students will learn the basics of rappelling down fixed rope systems with several devices and perform skills while tied-off in a rope system. Students that register for this course should not be afraid of heights and must have knowledge of knots and ropes that they will be utilizing in the course. Limited spaces provide for more 1-on-1 instruction in the skills portion of this training. Harnesses are provided for students.

Gear required for this program is a pair of leather work gloves, eye protection, proper foot wear, and an OSHA approved safety helmet.

Proper classroom attire will be adequate for the practical portion of this training.

PREREQUISITE: CERTIFIED FIREFIGHTER I,  
LAW ENFORCEMENT, OR  
NJEMT

# **Burlington County Emergency Services Training Center**

Fall 2019 Course Descriptions

## Division IV

### ***BLS FOR HEALTHCARE PROVIDERS CPR (2 EMT Elective CEU's)***

The BLS course teaches the skills of CPR for victims of all ages, use of an AED on adults and children, and relieving of Foreign Body Airway Obstruction (FBAO) in responsive and non-responsive victims. The course is designed for healthcare providers who care for patients in a wide variety of settings, both in and out of the hospital. This course is based on the 2015 ECC Guidelines.

PREREQUISITE: NONE

### ***HEARTSAVER AED CPR***

The Heartsaver® CPR AED course is intended for all individuals who may have a need to respond to an emergency in the workplace, and family members of patients at high risk for sudden cardiac death. The Heartsaver® CPR AED course is also intended for all individuals who may have a duty to respond to a cardiac emergency because of job responsibilities or regulatory requirements, in the NON – Healthcare setting.

PREREQUISITE: NONE





# Burlington County Emergency Services Training Center

## COURSE REGISTRATION FORM (Submit one form per course)

Course Title: \_\_\_\_\_

Course I.D. #: \_\_\_\_\_ Course Dates: \_\_\_\_\_

Authorized by (Chief/Training Officer): \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

Total # of Students: \_\_\_\_\_ Total Tuition Cost: \_\_\_\_\_ Total # of Text: \_\_\_\_\_ Total Text Cost: \_\_\_\_\_

Check Payment Type:      Company Check      P.O./Voucher      Personal Check      Credit Card

♦♦♦All course prerequisites must be documented with enrollment form if taken other than at Burlington County ESTC

♦♦♦Applications that do not include proof of the indicated prerequisites will be returned as Incomplete.

\*\*\*\*\*

Name: \_\_\_\_\_ S.S. #: \_\_\_\_\_

Student Address: \_\_\_\_\_

Email: \_\_\_\_\_ DOB: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ DFS FF1 #: \_\_\_\_\_ NJOEMS #: \_\_\_\_\_

\*\*\*\*\*

Name: \_\_\_\_\_ S.S. #: \_\_\_\_\_

Student Address: \_\_\_\_\_

Email: \_\_\_\_\_ DOB: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ DFS FF1 #: \_\_\_\_\_ NJOEMS #: \_\_\_\_\_

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Name: \_\_\_\_\_ S.S. #: \_\_\_\_\_

Student Address: \_\_\_\_\_

Email: \_\_\_\_\_ DOB: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ DFS FF1 #: \_\_\_\_\_ NJOEMS #: \_\_\_\_\_

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### ESTC Use Only

This Registration Is Being Returned Due To The Following Reason(s):

- Pre-requisite(s) Proof Not Included w/ Reg:     Student # 1     Student # 2     Student # 3     Student # 4
- Missing "Authorized By" Sign-off at top of Reg
- Missing Payment Details (ie, payment method not selected, Tuition / Text data not present at top of Reg)
- Incomplete Student Information:     Student # 1     Student # 2     Student # 3     Student # 4

Tuition \_\_\_\_\_ Text \_\_\_\_\_ Total \_\_\_\_\_

Checks payable to: Burlington County BCIT  
Fax Applications to: 609-702-7100  
Mail Applications to: Burlington County Emergency Services Training Center  
P.O. Box 6000, Westampton, N.J. 08060





**PUBLIC SAFETY SERVICES  
EMERGENCY SERVICES TRAINING CENTER  
COUNTY OF BURLINGTON  
53 ACADEMY DRIVE  
P.O. BOX 6000  
WESTAMPTON, N.J. 08060**

***Excellence  
In  
Training and Education***