

# Burlington County Emergency Services Training Center

*Department of  
Public Safety Services*



*Spring 2024*

*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.*



**BURLINGTON COUNTY EMERGENCY SERVICES TRAINING CENTER**

53 ACADEMY DRIVE

PO BOX 6000

WESTAMPTON, NJ 08060

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

[estc@co.burlington.nj.us](mailto:estc@co.burlington.nj.us)

<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

**2024 LEGAL HOLIDAYS**

January 1	New Year's Day
January 15	Martin Luther King's Birthday
February 12	Lincoln's Birthday
February 19	President's Day
March 29	Good Friday
May 27	Memorial Day
June 19	Juneteenth
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

### COVID19 IMPACT

**Everyone must adhere to CDC recommended social distancing protocols while inside the ESTC.** Hand sanitizers are available throughout the Center.

*PLEASE NOTE that Course offerings may be affected due to Governors Executive Orders, and/or directives from the appropriate Health Officials.*

### 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.**

**Applications for Firefighter 1 are NOT available via Online Registration**

### 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 NJ 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.

### 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: [NJEMS User \(njlincs.net\)](http://njems.user.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 15 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 must 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 session 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 session 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). 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, Nomex hood, leather gloves, helmet, eye protection and an **accountability tag**. 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.

## FIRE SCIENCE TECHNOLOGY 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 Fire Science Technology awarded by the College. Please visit <https://www.rcbc.edu/fire-science/certificate> for additional information.

Please check the course offerings for the qualifying courses being offered this semester.

Students entering the Fire Science Technology 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.

## 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 students must complete a scheduled ESTC Physical Agility Test prior to admittance to the course.***

## 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**

**EMT Course Offerings**

For all EMT Course inquiries, please access the following website:

<https://www.rcbc.edu/emt/certification> or call 856-242-5960.

**For all other EMS Courses**

Please visit the VIRTUA EMS Education Center:

<https://www.virtua.org/ClassesEvents>

Scroll to "EMS Education" for a listing of current courses.



**BURLINGTON COUNTY EMERGENCY SERVICES TRAINING CENTER**  
Spring 2024 Course Offerings

times are as follows:                      D = 0800 to 1630                      E = 1900 to 2300                      \* Fire I = 0745 to 1630  
 (\*IN CTY) = Burlington County First Responders  
 Note:                      Course fees include all text and materials except as noted  
 xxx = Part of RCBC Fire Science Technology 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.

**[CLICK ON THE ID# FOR COURSE INFORMATION AND REGISTRATION](#)**

ID #	COURSE NAME (C.E.U.s)	HRS	DATES	DAYS	TIME	IN CTY	OUT CTY	TEXT
7800	<b>NJ DFS – Firefighter I xxx</b> <b>SUNDAY COURSE</b>	212	1/4 – 6/15	Sun (12 Non-Sun)	D	55.00	175.00	
FFI Non-Sun Dates –1/4, 16, 18, 2/6, 3/13, 23, 4/23, 25, 27, 5/24, 6/1, 15– See Course Description								
<a href="#">7801</a>	<b>NJ DFS – Firefighter 2 - Hybrid</b>	60	4/15 – 5/20 4/20, 5/4	Mon & Wed Sat	E D	125.00	195.00	150.00
<a href="#">7802</a>	Pump Operations	16	3/6, 7 3/9	Wed, Thu Sat	E D	55.00	83.00	
<a href="#">7803</a>	Basic Fire Police	8	4/6	Sat	D	55.00	83.00	
<a href="#">7804</a>	Engine Company Ops	32	3/11, 12, 18, 19, 25 3/27 3/16	Mon & Tue Wed Sat	E E D	55.00	83.00	
<a href="#">7805</a>	Emergency Vehicle Operator - Engines, Ladders, Large Rescue <b>(16 EMT Elective)</b>	15	5/7, 8, 9 5/11	Tue, Wed, Thu Sat	E D	55.00	83.00	
<a href="#">7806</a>	<b>CEVO IV (4 EMT Elective)</b>	8	5/11	Sat	D	55.00	83.00	
<a href="#">7807</a>	Mayday Mayday Mayday	4	3/26	Tue	E	75.00	120.00	
<a href="#">7808</a>	1 <sup>st</sup> Five Minutes for Firefighters <b>(0.25 Technical - Instructor)</b>	4	4/22	Mon	E	30.00	45.00	
<a href="#">7809</a>	<b>NJ DFS – Fire Officer 2</b>	32	1/13, 27, 2/10, 2/17	Sat	D	55.00	83.00	150.00
<a href="#">7810</a>	<b>NJ DFS – Fire Official</b>	64	1/16 – 4/30	Tue	E	55.00	83.00	100.00
<a href="#">7811</a>	Public Safety Leadership & Management <b>(1.0 Instructor)</b>	16	4/9 - 30	Tue	E	80.00	150.00	
<a href="#">7812</a>	Fire Detection & Suppr. Systems xxx <b>(1.0 Technical FI/FO)</b>	32	1/10 – 2/28	Wed	E	55.00	83.00	75.00
<a href="#">7813</a>	Fire Service Const. Principles <b>(0.5 Technical) xxx</b>	60	1/11 – 4/18	Thu	E	55.00	83.00	135.00
<a href="#">7814</a>	Structural Firefighting – Strategy and Tactics xxx	60	1/8 – 3/5	Mon & Tue	E	55.00	83.00	115.00
<a href="#">7815</a>	Incident Command System I-200 <b>(8 EMT Elective) (1.0 Instructor)</b>	12	2/24, 25	Sat & Sun	D	30.00	45.00	
<a href="#">7816</a>	Incident Command System I-200 <b>(8 EMT Elective) (1.0 Instructor)</b>	12	3/27, 28	Wed & Thu	D	30.00	45.00	
<a href="#">7817</a>	Incident Command System I-300 <b>(8 EMT Elective) (1.5 Instructor)</b>	18	2/28, 29, 3/1	Wed, Thu, Fri	D	30.00	45.00	
<a href="#">7818</a>	Sizing Up the Enemy (.25 CEU's Technical <b>(Instructor &amp; Investigator)</b> )	4	2/11	Sun	D	30.00	45.00	
<a href="#">7819</a>	Fire Investigations Awareness	4	4/15	Mon	E	0	0	
<a href="#">7820</a>	Fire Investigations Awareness	4	5/6	Mon	E	0	0	
<a href="#">7821</a>	Fire Investigations Awareness	4	6/3	Mon	E	0	0	
<a href="#">7822</a>	Right Front Seat <b>(1.0 Instructor)</b>	16	4/8, 11 4/13	Mon & Thu Sat	E D	55.00	83.00	
<a href="#">7823</a>	Flashover Recognition Training Program	4	3/11	Mon	E	70.00	110.00	
<a href="#">7824</a>	Flashover Recognition Training Program	4	5/14	Tue	E	70.00	110.00	

**BURLINGTON COUNTY EMERGENCY SERVICES TRAINING CENTER**

**CONTINUING EDUCATION UNIT (CEU) MATRIX**

\*\* = May submit EMT reimbursement form

**Spring 2024**

<b>COURSE NAME</b>	<b>EMT</b>	<b>FIRE INSTRUCTOR</b>	<b>UNIFORM FIRE CODE TECHNICAL</b>	<b>FIRE SCIENCE DEGREE PROGRAM</b>
<b>NJ DFS – Firefighter I</b>				<b>7</b>
Emergency Vehicle Operator Engines, Ladders, Large Rescue	<b>16</b>			
CEVO IV	<b>4</b>			
1 <sup>st</sup> Five Minutes for Firefighters			<b>.25</b>	
Public Safety Leadership & Management		<b>1.0</b>		
Fire Detection & Suppr. Systems			<b>1.0</b>	<b>3</b>
Fire Service Construction Principles			<b>1.0</b>	<b>4</b>
Structural Firefighting – Strategy and Tactics				<b>3</b>
Incident Command System I-200	<b>8</b>	<b>1.0</b>		
Incident Command System I-300	<b>8</b>	<b>1.5</b>		
Sizing Up the Enemy			<b>.25</b>	
Right Front Seat		<b>1.0</b>		

# Burlington County Emergency Services Training Center

Spring 2024 Course Descriptions

## **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 with NFPA 1500. Hazardous Materials training in Awareness & Operations as well as CPR and R.I.C. Awareness 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**. Online completion of I-100/700/800, NJTIMS & 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:

- Registrations must be completed by a Sponsoring Organization.
- CPR prior to end of course.
- Successful completion of scheduled ESTC administered Physical Agility test prior to this course start date.

## **FIREFIGHTER II - Hybrid**

The Firefighter II program takes the student through the rest of the required NFPA 1001 knowledge and skills 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 voluntary Firefighter II testing and certification. 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. **This course comprises SESSIONS for DFS testing, ALL ARE MANDATORY**. This course will be utilizing the Jones and Bartlett "Firefighter Skills" Enhanced 3rd edition handbook along with Navigate 2 online. Station uniforms or dark pants and a collared shirt is mandatory and to be worn for each indoor classroom lecture.

This program requires students to complete the classroom portion of this class online. The first night of class is mandatory to access the Navigate 2 online program.

PREREQUISITE: CERTIFIED FIREFIGHTER I,  
BLS CPR

## **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

# Burlington County Emergency Services Training Center

Spring 2024 Course Descriptions

## **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

## **ENGINE COMPANY OPERATIONS**

This course is designed to define the roles and responsibilities of the Engine Company during structural fire incidents. The classes cover initial fire attack, water supply, search and rescue, and apparatus positioning. New and experienced firefighters and officers will benefit from this course on basic engine company principle and table top exercises. Outdoor evolutions will be utilized to reinforce the lessons learned and to enhance operational skills of Engine Companies. The evolutions will include fire attack, apparatus positioning, sustaining water supply and overhaul.

PREREQUISITE: CERTIFIED FIREFIGHTER I

## **EMERGENCY VEHICLE OPERATIONS (16 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

## **CEVO IV (4 EMT Elective CEU's)**

A course for operators of all types of emergency vehicles. The course will deal with understanding the basic workings of the vehicles and attaining proper driving skills for both emergency and non-emergency operations. Students attending this class **MUST BRING** the appropriate emergency vehicle small pumper, brush truck, ambulance, utility vehicle, or other support vehicle that they will be operating for the practical evolutions. Must be F350 or comparable, or larger. Pick-up trucks and automobiles are not to be considered appropriate for this course and will not be allowed.

PREREQUISITE: CERTIFIED FIREFIGHTER I,  
EMT or FIRE POLICE

# Burlington County Emergency Services Training Center

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## **MAYDAY MAYDAY MAYDAY**

Utilizing NFA & Burlington County protocols, students will be able to identify urgent & emergent situations where radio communications will be used to notify the command post. Urgent and Mayday radio transmissions will be conducted by the Firefighter during hands on practical training simulations that correspond to those conditions. Parameters learned in the classroom will drive the decision-making process for the student during this 1-day course. **All students are required to bring Full PPE, SCBA, and a Portable Radio.**

PREREQUISITE: CERTIFIED FIREFIGHTER I

## **1<sup>ST</sup> FIVE MINUTES FOR FIREFIGHTERS (0.25 Technical – Instructor CEU's)**

The 1<sup>st</sup> five minutes on a fire scene are critical, we don't want to drop back and punt. We need to be aggressive and hands-on training is the key. This course is designed to get you ahead of the game, the stuff we forget or haven't done much of lately. Back to the Basic is where it's at. Hose lines, PPE, ground ladders and hydrants are all we need. Basic fireground training is important to the incident so the fire ground is being run smoothly and safely. This class will have a small lecture with hands on training afterward.

PREREQUISITE: CERTIFIED FIREFIGHTER I

## **NJ DFS – FIRE OFFICER II**

This course is designed for the certified Fire Officer I, who desires promotion, or wishes to remain versed in essential and innovative management, leadership and human relations methods. The course curriculum corresponds to the requirements as set forth in N.F.P.A. 1021 (Professional Qualifications) for Level II in personnel and fire ground management. This course of instruction will take the Fire Officer I to the next level of leadership. Upon completion, students will have a better understanding of the following topics: managing personnel, community and governmental relationships, administration, inspection and investigation, NIMS, and public speaking. Students will be eligible to apply to the NJ Division of Fire Safety for certification as a Fire Officer II.

PREREQUISITE: NJ DFS FIRE OFFICER I

## **NJ DFS – FIRE OFFICIAL CERTIFICATION**

This course is designed to provide a planned pattern of instruction and experiences for fire officials in administration, legal methods of code enforcement, and how to interpret and implement the administrative requirements of the Uniform Fire Code. This course will include Duties of the Fire Official, Records Management, Enforcement and Legal Responsibilities, Budgeting, Appeals, and Case Preparation. Attendance at all class sessions is Mandatory.

Students are required to have current NJ Uniform Fire Code.

PREREQUISITE: FIRE INSPECTOR  
CERTIFICATION

## **PUBLIC SAFETY LEADERSHIP and MANAGEMENT (1.0 Instructor CEU's)**

Local government has an innate responsibility to ensure the safety of its community in emergency situations (Trammell, 2016). Public safety leaders emerge from diverse backgrounds, spanning volunteer organizations like fire and emergency medical services to municipal departments. A common trajectory involves leaders ascending through the ranks with minimal exposure to organizational administration. This program aims to address this universal challenge by enhancing leadership capabilities within public safety organizations. Participants will explore the nuanced facets of these entities, understanding their fundamental roles within the broader spectrum as a local government service to the public through the lens of capacity, culture, and perspective.

Major Topics:

- Overview of PSLM
  - Culture, capacity, and perspective.
- Administration and Organization
- Risk Management
- Budget and Financial Management
- Human Resource Management
- Relationship Management

Trammell, E. (2016). The Role of local government in emergency management. A discussion addressing financial planning. *PA Times*. Retrieved from [patimes.org](http://patimes.org).

Objectives/Learning Outcomes:

- Acquire foundational knowledge in public administration within the context of local government.
- Develop leadership skills specific to public safety contexts.

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- Cultivate organizational capabilities for effective public service management.
- Apply learned concepts and skills to real-world public service scenarios.

### Course Structure:

PSLM is a 16-hour program designed to prepare current and new non-profit volunteer members and career employees for executive-level service in public safety. The PSLM design delivers a broad approach to public safety, beginning with an overview of the multidisciplinary nature of public safety and as a governmental service.

**PREREQUISITE:** Active / Current Fire and EMS Line Officers (Lieutenant to Chief of Dept.)

### ***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

### ***FIRE SERVICE CONSTRUCTION PRINCIPLES (0.5 Technical CEU's), (4 RCBC CEU's)***

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. Technical Science Degree program and includes weekly class assignments, Mid-term and a final exam.

**PREREQUISITE:** CERTIFIED FIREFIGHTER I

### ***STRUCTURAL FIREFIGHTING – STRATEGY and TACTICS (3 RCBC CREDITS)***

This course is designed to meet the needs of firefighters looking to gain the knowledge to manage the operation of companies in structural firefighting operations. This course will cover information that will assist fire science technology students in continuation of higher education goals and their employment in the fire service. Through a hybrid delivery of classroom and internet-based lectures, videos, class projects and research papers, the students will perform an analysis of the nature of fire problems and the selection of initial strategies and tactics including an in-depth study of efficient and effective use of manpower and equipment to mitigate the emergency. The students will: identify potential scenarios in various fire situations; implement strategies and tactics; and describe components of the incident management system. Students will demonstrate that course objectives have been met using practical evaluations and testing.

A Live Burn Practical Evolution is included as part of this program. Full PPE and SCBA are required. Essential firefighting skills are assumed, as is an understanding of the incident command system.

**PREREQUISITE:** CERTIFIED FIREFIGHTER I, ICS-200 & FIRE SERVICE CONSTRUCTION PRINCIPLES

### ***INCIDENT COMMAND SYSTEM I-200 (8 EMT Elective CEU's), (1.0 Instructor CEU's)***

Basic ICS – Basic Incident Command System for Initial Response. 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

Spring 2024 Course Descriptions

## **INCIDENT COMMAND SYSTEM I-300 (8 EMT Elective CEU's), (1.5 Instructor CEU's)**

Intermediate ICS for Expanding Incidents. 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:** ICS-200 and have management or supervisory background in emergency services.

## **FIRE INVESTIGATION AWARENESS**

The Fire Investigation Awareness Course will teach Firefighters, Fire Officers, and Law Enforcement the best practices on how to assist with any fire investigation after the fire is extinguished. Some of the topics that will be discussed will be making observations at the fire scene, preserving the fire scene, documenting observations and actions, communicating those observations and actions to the fire investigator(s) and understanding the job of a fire investigator. In today's world the job of determining the origin and cause of a fire is hard enough and if first responders and the investigator are not on the same page the job becomes even harder. This course is designed to eliminate this problem and place everyone on the same page to accomplish the overall goal.

**PREREQUISITE:** Active Duty Fire, and sworn Law Enforcement Personnel, who respond to fires, or who might conduct preliminary investigations into the origin and cause of fires.

## **SIZING UP THE ENEMY (.25 Technical CEU's (Instructor & Investigator))**

Smoke issuing from a building. Where and what clues are you getting? It is critical to understand, SMOKE is telling you what about the fire as you arrive on scene. Clues and Points that help with decision making. Will it be an aggressive interior attack or let's go defensive of the bat? Four points of reading smoke will tell you a lot more than you think. Be prepared for what can happen!!!! This class will explain the process of reading smoke and gives participants practice using actual fireground videos. This class is very interactive.

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

## **RIGHT FRONT SEAT (1.0 Instructor CEU's)**

This 16-hour course has been developed to provide training and aid in filling the knowledge gap for new Company Level Officers, and for those who may act as an Officer on incidents. This course will not address every issue that you will operationally face, however it will provide a foundation for participants to utilize immediately upon returning to your Company / Department. This course will also help you build good practices and confidence as it pertains to radio communications and radio discipline.

**PREREQUISITE:** CERTIFIED FIREFIGHTER I & ICS-200

## **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 "pencil of water." It is through this management that firefighters are able to experience a safe observation of a flashover.

# **Burlington County Emergency Services Training Center**

## **Spring 2024 Course Descriptions**

This course is designed to familiarize students with fire conditions known 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**



# Burlington County Emergency Services Training Center

## FIREFIGHTER I COURSE REGISTRATION FORM

### **(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 with NFPA 1500. Hazardous Materials training in Awareness & Operations as well as CPR and R.I.C. Awareness 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**. Online completion of I-100/700/800, NJTIMS & 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:

- Registrations must be completed by a Sponsoring Organization.
- CPR prior to end of course.
- Successful completion of scheduled ESTC administered Physical Agility test prior to this course start date.

### PREFERENCE GIVEN TO BURLINGTON COUNTY AGENCIES

**Registrants must be an Active member of a Fire agency at time of registration.**

COVID PROTOCOL: Everyone must follow CDC recommended Social Distancing guidance.

**FEE: \$55.00 – Burlington County Agencies / \$175.00 – Non-Burlington County Agencies**

Student Name: \_\_\_\_\_

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

Student Date of Birth: \_\_\_\_\_

Student Phone: \_\_\_\_\_ Student Email: \_\_\_\_\_

Sponsoring Agency (Department Name): \_\_\_\_\_

Department Address: \_\_\_\_\_

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

Chief / Training Officers Phone: \_\_\_\_\_

Chief / Training Officers Email: \_\_\_\_\_



**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***