



Park County Fire Protection District No. 2

1125 11th Street • Cody, Wyoming 82414

Phone: 527-8550

Training Requirements for New Recruits

Upon acceptance as a new recruit within Park County Fire District #2, a new member must be finger printed and pass a background check. The recruit will stop by the Fire District Office to set up a fingerprint appointment and provide all the needed information so we can request the background check. The recruit will also need to complete a Release for Driving Record & Personal Information form.

If the background check reveals nothing that will preclude membership then the recruit will be issued a Fire District Policy Manual and Firefighter Essentials Book. The candidate will be required to pass the Firefighter I written test. There are numerous training materials (videos, CD-Rom, practice tests, etc.) that will be made available to the candidate to help in the testing process. The test covers material found in the Essentials Manual including: Firefighter orientation & safety, fire behavior, building construction, firefighter personal protective equipment, portable extinguishers, ropes & knots, rescue & extrication, forcible entry, ground ladders, ventilation, water supply, fire hose, fire streams, fire control, fire detection (alarm & suppression systems), loss control, protecting evidence for fire cause determination, fire department communications, fire prevention and public education. Typically, 4 to 6 weeks is sufficient time to allow preparing for the written test, however, this time may vary depending on the applicant. The test is administered by the District Training Officer and can be scheduled by calling the number listed below. The test consists of 100 multiple-choice questions and 70% is required to pass. If 70% is not achieved, the candidate must wait 30 days before challenging a new test.

The candidate will be required to have a physical examination. This exam is administered by a physician of internal medicine approved by the district and is at no cost to the candidate. The District Administrator will set up the physical appointment and contact you with the date and time. They will order blood work for you. Consequently you can stop by the Cathcart Medical Center lab or West Park Hospital a week before your schedule physical. You need to fast from midnight on but the lab opens at 7:00 am so you don't have to wait too long for breakfast. You will also need to schedule a back examine. To schedule a back examine call Dr. Stephen Emery at 578-2180, his office is located at 720 Lindsey Lane Suite C and request a Park County Fire District back examine. There will be no charge to you for this examine. You will also need to schedule a hearing test. To schedule the hearing test call Big Horn Basin Hearing at 527-6475 and request a Park County Fire District 2 hearing test. There will be no charge to you for this examine. The candidate must also start their shots for Hepatitis A, B, and Tetanus through Park County Public Health or provide a copy of their shot record.

Upon completion of the physical examination, the candidate will be issued gear, which will allow them to participate in practical training. The candidate will be issued a Firefighter I task book, which requires "hands on" applications to the same topics covered in the written test. Many of these practical requirements will be completed through the department's regularly scheduled training, however, there will be some additional training, and usually a couple of weekends, the candidate will be required to attend in order to complete the task book.

Candidates are also encouraged to participate in the Rookie Training Program offered in Cody one night a week to help complete their practical training. The candidate will also be issued a pager which will allow them to respond to fire calls and participate in the functions they have been trained to perform. Candidates will need to come by the fire district office to complete any remaining paperwork and be issued a fire department photo I.D.

Additional training which must be completed prior to Firefighter I certification includes First Responder Hazardous Materials Awareness Level, Hazardous Material Operation Level, and Adult, Child, and Infant CPR or Basic Emergency Care (BEC) The candidate will also complete Bloodborne Pathogens training, including practical's. All of these classes are usually provided in-house at least yearly.

The candidate must also pass the required F.E.M.A. classes which are ICS-100 Introduction to the Incident Command System, ICS-200 ICS for single resources and initial action incidents, and IS-700 National Incident Management System an introduction. These are online classes and can be found at www.fema.gov/training-O. Candidates are encouraged to complete these as soon as possible. Upon completion make sure to print off your certificate and provide a copy to district office.

When the candidate has completed all of the tasks listed above (successful completion of the state certified written examination, completion of required firefighter practical, state certified at the First Responder Hazardous Materials Awareness Level, and Hazardous Material Operation Level, and certified in CPR or BEC and all of the required FEMA classes), they will receive certification as Wyoming State Certified Firefighter I. All stations require a new member to be certified Firefighter I by the end of their first year, starting from the date of their physical examination.

All firefighters driving district apparatus must have a current and valid driver license for the type of vehicle being driven. All firefighters must have a Class B CDL license and must have endorsements for air brakes and tanker. Candidates must pass the state administered written exam and be issued a Commercial Drivers Learner Permit (CDP), which will allow them to practice driving, but only when accompanied by a person possessing a valid license for the type of vehicle being driven. The candidate can then challenge the practical skills test to obtain the license.

Upon completion of FF I recruit you should contact the Administrator to enroll in the Wyoming State Pension Fund and Guardian Life Flight enrollment.

The Board of Directors approved a partial reimbursement of annual Recreation Center dues paid by any active Park County Fire District 2 firefighter or employee. This reimbursement is designed to encourage personnel to remain physically fit and will only continue as long as the individual demonstrates a commitment to use the Recreation Center facilities. A minimum commitment will keep you eligible each year, an increased commitment with result in increased reimbursement. The following rules apply:

1. The first time you pay annual dues at the Recreation Center (Individual or Family Membership) and produce a receipt for these dues, I am authorized to approve a reimbursement to you of \$125.00.
2. If the following year you produce documentation from the Recreation Center showing that you, personally, have used the facility a minimum of 40 times during the previous year, and you have a receipt for the next year's dues, I am authorized to approve reimbursement to you of \$125.00.
3. If you produce documentation from the Recreation Center showing that you, personally, have used the facility a minimum of **100** times during the previous year, and you have a receipt for the next year's dues, I am authorized to approve reimbursement to you of up to \$250.00.

Please call me if you have any questions. Since I must voucher for reimbursement and wait for the next Board meeting for checks to be signed, it may take as long as 30 days for you to receive your money.

If you have any questions regarding these requirements, feel free to contact the Park County Fire District #2 office at 527-8550.

5/2/2023