



Division of Personnel Standards and Education (DPSE) Rule Changes

The Office of the State Fire Marshal (OSFM) is proposing changes to the Part 141 administrative rules that affect the certification programs.

Changes the fire service and training facilities can expect from this rulemaking:

- Revised definition to generalize title of “DPSE WebAccess Portal” to “portal” throughout administrative rules.
- Clarified definition for “Non-Affiliated Individual.”
- In definition for "Training Facility," clarified that the OSFM is considered a training facility.
- NFPA standards updates:
 - NFPA 1020 for Fire Officer levels, Fire Service Executive Support, Instructor levels, and Training Program Manager.
 - NFPA 1030 for Fire Prevention series.
 - NFPA 1550 for Fire Department Incident Safety Officer and Fire Department Health and Safety Officer.
 - NFPA 1300 for CRR.
- Updated procedures for establishing or revising state certifications due to scheduling of FAC meetings. These changes are expected to expedite the process.
- Course Approvals: Revised course approval process to require submission of documentation for review prior to course start for all levels (rather than specific levels).
- Clarified instructor requirements, including that:
 - A training facility may allow additional individuals who are certified as Instructor I and to the certification level or who are subject matter experts as determined by the qualified instructor to assist in teaching courses for classroom instruction.
 - The qualified instructor is NOT required to be present during the classroom instruction but is responsible for all requirements of the course curriculum to be taught accurately and is responsible for all aspects of the course delivery.

- A training facility may allow additional individuals who are certified Instructor I and to the certification level to assist with demonstrating practical evolutions that require a certified instructor II for practical instruction.
 - The qualified instructor is responsible for ensuring that all requirements of the practical evolutions are taught accurately and for all aspects of the practical examination evaluations.
 - A qualified instructor is required to be present during practical evolutions and practical examination evaluations.
 - All candidates must be in clear view of the qualified instructor or additional instructor during the practical evolutions and examinations.
 - The qualified instructor is required to sign documentation confirming passage of the State Practical Examination.
- Requires each student to meet 100% attendance.
- Clarifies that all JPRs must be demonstrated by the qualified instructor and that each student must complete at 100% accuracy each JPR skill identified within the Division-supplied State Practical Examination.
- For approved course equivalencies, removed one time chance to challenge state written examination. Allows individuals with approved course equivalencies to challenge the examinations as many times as needed with a documented learning experience.
- Testing: Removed all references to “vendor” and allows DPSE staff (rather than a vendor) to proctor state written examinations, observe or find testing violations, and initiate processes for invalidation of state written examinations. Added requirements for testing sites and procedures for scheduling and taking the exam. Specifies the cost of retaking an exam (same cost as current), that payment must be received prior to being scheduled for exam, and that requests for examination and payment must be received no less than two weeks prior to the requested test date.
- Section on Non-Affiliated Individual updated to align with changes to testing.
- Revises list of qualifying reasons for which the OSFM may extend deadlines for requirements.
- Company Fire Officer and Advanced Fire Officer: Consolidate and clarify provisions on requirements not completed by deadlines.
- Chief Fire Officer: Clarification of Provisional and Full certification determinations. Full certification meets all requirements of NFPA 1020 for Fire Officer III and Fire Officer IV. If all requirements are not met for Fire Officer IV, but all Fire Officer III requirements are met, the candidate will be issued Provisional certification.
- Corrects title of Public Fire Life Safety Educator I to Fire and Life Safety Educator I.
- Adds Community Risk Reduction Practitioner certification.

- Fire Service Vehicle Operator: Clarifies that NFPA competency and documented driving hours must be completed and submitted (rather than completed).
- Removes the following certifications:
 - Fire Department Safety Officer
 - Basic Fire Prevention Officer
 - Advanced Fire Prevention Officer
- Updates the list of certifications requiring recertification. Aligned recertification process for all titles.
- Removed automatic 90-day grace period from recertification process. Grace period will still be allowed with approved extension and will total 90 days.
- No longer allow recertifying at the highest levels of a certification series to automatically recertify lower levels due to software limitations in new system. The training requirement does not change. To receive the lower levels, the department will need to submit a separate application for each level.
- Adds specific requirements to request an extension of deadlines for recertifications.
- Adds Public Fire and Life Safety Educator to list of historical titles (equivalent to Fire and Life Safety Educator I).
- Removes requirement that individuals claiming reimbursement must have prerequisite certifications prior to the beginning date of higher-level courses.

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