



*U.S. Fire Administration  
National Fire Academy*

# Emergency Medical Services and Health and Safety Training Programs

*FA-322 / April 2010*



**FEMA**



### On Campus Course Deliveries

#### **Management of Emergency Medical Services (R150)**

This course focuses on supervisory management practices as they relate to emergency medical services (EMS) in the participant's agency or jurisdiction. This interactive and fast-moving course will enable participants to deal more effectively with day-to-day management issues that supervisory-level managers are likely to encounter. Personnel, resource management, and quality improvement techniques are some of the major components of this course. Upon completion of this course, the students will be able to enhance the quality and overall effectiveness of their EMS operation through the use of management techniques.

##### **STUDENT SELECTION CRITERIA:**

Individuals with management responsibility for part of an EMS delivery system, e.g., a fire department, a hospital, or a public EMS agency. Individuals with decisionmaking responsibility within an EMS system, e.g., EMS program management/coordination, field supervision, training supervision, medical control, etc.

#### **Emergency Medical Services: Special Operations (R152)**

The purpose of this 10-day course is to enable EMS System Managers to prepare their organizations for major operations by identifying potential hazards, determining potential resource needs, determining how those resources may be acquired, and developing a plan that enables the effective control of these events. Events such as mass-casualty incidents, storms, earthquakes, or technological emergencies, mass gatherings, dignitary visits, and terrorism can place an unusual demand on our ability to provide continued EMS

response to our anticipated daily call volume. It is only through effective planning and preparation for these unique events that we can continue to respond effectively to our customers. This program discusses many of these special operations and the burdens they place upon our communities, EMS systems, and the responders within our systems. This course meets National Incident Management System (NIMS) requirements for Incident Command System (ICS) 300.

##### **STUDENT SELECTION CRITERIA:**

This course is for those who have management and planning responsibilities for an EMS system. The course is targeted primarily to middle managers at an operational level and to senior planners within the agency.

#### **Advanced Safety Operations and Management (R154)**

This 6-day course focuses on applying the risk management model to health and safety aspects of emergency services operations, including program management day-to-day operations, and incident safety. Content areas include firefighters and emergency services fatality and injury problems; the risk management process; safety responsibilities of department members; regulations, standards, and policies affecting emergency services safety; and appropriate documentation and recordkeeping pertaining to firefighter and emergency services health and safety.

##### **STUDENT SELECTION CRITERIA:**

Company-level officers, chief officers, and civilian managers who have department-level health and safety responsibilities (such as program planning and implementation), who may serve as an Incident Safety Officer (ISO).

#### **Emergency Medical Services: Quality Management (R158)**

The EMS:QM course will provide the critical components, background, and principles associated with the implementation or enhancement of a department's Quality Management Program. The course teaches students how to create, implement, and maintain a Quality Management Program, including historical examples, current models, and best practices of quality assurance and improvement, process improvement, and data collection and analysis.

Throughout the course, students work on culminating activities relating to the development of a Quality Management Program. Students present the culminating activity with classmates and instructors at the end of

the course, allowing all students to take examples of Quality Management Programs to their departments.

**STUDENT SELECTION CRITERIA:**

Individuals who have department-level Quality Management (Quality Assurance, Quality Improvement) management, oversight or supervisory responsibilities.

**New for 2011**

**Advanced Leadership Issues in EMS – revised (R159)**

This 6-day course is designed for upper-management personnel to address critical system management issues in the continually evolving aspects of EMS system delivery. With a focus on problem-solving and decisionmaking, topics covered include financial management, external influences, personnel management, and system management. A project addressing one of these issues, based on a local agency or community need, will be started with the precourse materials and completed in class; this project can then be used by the manager to facilitate change in the agency.



**Hot Topics in Emergency Medical Services**

Discover what's new in EMS. Explore current events, products, and trends that apply to your department. Using modern research tools and student-centric learning, attendees will learn how to evaluate technological and human behavior topics that exist in EMS, the wide variety of research resources available, and how to collect and present that information in a meaningful way that can effect change to system performance, quality of patient care, or injury/illness prevention. This course includes individualized research, writing, and presentation elements based on a locally identified issue or need.

**Emergency Medical Services Incident Operations**

In this 6-day course, EMS officers/supervisors are introduced to ICS and they study proper incident command techniques for management of medium- to large-sized incidents involving multiple sick or injured patients. Topics covered include problem-solving and EMS functions within incident command, resource management, interagency and mutual aid, sizeup and strategy, tactics and action plans, EMS company operations, preincident preparation, incident organization, and strategic command.



## Off Campus Course Deliveries

Contact your State's fire training office for schedules, application procedures, and more information about National Fire Academy (NFA) Off-Campus delivered courses.

### **Incident Safety Officer (F729)**

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

#### **TARGET AUDIENCE:**

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

### **Health and Safety Officer (F730)**

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

#### **TARGET AUDIENCE:**

Individuals who have department-level health and safety responsibilities. Persons attending this course should have a working knowledge of the ICS, as taught by NFA, applicable NFPA and Occupational Safety and Health Administration (OSHA) requirements and recommendations, and responsibility for setting policy for the department on such issues.

### **Emergency Medical Services Functions in ICS**

Students will practice use of the ICS in coordination with other public safety responders. As a followup to ICS-100 and ICS-200 training, this course will present scenarios requiring responders to structure their EMS resources within the guidance of the NIMS ICS, as appropriate, to the needs of the different incident types. Through simulation and role-playing, students will demonstrate the implementation of EMS components to the ICS at medium- or large-sized incidents.

#### **TARGET AUDIENCE:**

Emergency response personnel with responsibilities to implement the initial EMS functions to the ICS at medium- or large-sized incidents.

## **New for 2011**

### **Department Wellness Coordinator**

This 2-day course will provide the outline and resources for a fire/EMS department to implement and maintain a wellness program, in coordination with the department's health and safety program. Using current recommendations, standards, and guidance from national resources, the Department Wellness Coordinator will be able to assess the mental and physical health needs of their department's personnel and develop program objectives to meet those needs. Topics include health and wellness screenings, nutrition, physical fitness, emotional/mental health, and resources available.

### **Emergency Medical Services Management and Administration for Supervisors/ Company Officers**

This 2-day blended online/classroom course will introduce new EMS managers to the roles, responsibilities, and skills required to deal more effectively with day-to-day management issues. Personnel management, leadership/management, communications, change facilitation, and public relations are some of the components of this course.

### **Application Procedures**

NFA course descriptions, application period dates, and the General Admission Application (Form 75-5) for resident courses can be obtained online at [www.usfa.fema.gov/nfa](http://www.usfa.fema.gov/nfa)

### **Application Periods**

For first semester (October – March):  
April 15 – June 15

For second semester (April – September):  
October 15 – December 15

