



Rogers Fire Department Standard Operating Procedures

Policy Title:	Special Operations Team Training Requirements		
Policy Number:	611	Volume:	Special Operations
Approved By:	Tom Jenkins	Last Updated:	January 2015
CFAI Reference:	5E.5, 5F.5, 8B.4	CAAS Reference:	N/A
Revision Summary:	Created – April 2011 Formatted – May 2012 Updated – January 2015		

PURPOSE

The purpose of this policy is to provide the framework for the delivery of training for the Special Operations Team (SOT).

POLICY

Training for the SOT will be delivered each month on a rotational basis. One month training will be held for one day for all members of the SOT. The following month, the training will be held for three days on each of the shifts. This bi-monthly format will continue throughout the course of the year with subjects and dates determined within the Annual Training Plan (ATP).

Full team SOT training sessions will be established in the ATP, and will usually be conducted on the first Thursday of each month. Class will be scheduled from 0900 to 1700 hours, but may conclude once all learning and performance objectives have been met, unless otherwise directed by SOT leadership or the Training Division.

The team training will be in accordance with the SOT Annual Training Plan (SOT-ATP). This plan will be established prior to January of each year in accordance with Standard Operating Procedure 621 Special Operations Team Annual Training Plan.

SOT Members will be required to complete Job Performance Requirements (JPR) based on the following NFPA Standards:

- NFPA 472 Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents
- NFPA 1006 Standard for Technical Rescuer Professional Qualifications
- NFPA 1670 Standard on Operations and Training for Technical Search and Rescue Incidents

It is the responsibility of all SOT members to ensure that all requisite skills and competencies are being performed at a satisfactory level. The SOT-ATP will ensure that all members receive the required training in order to perform their duties in accordance with the established performance standards established for all SOT members. It is also each member's responsibility to complete quarterly training task books.

The SOT-ATP accounts for training to be completed in the following formats:

- SOT Quarterly Training Standards
- Bi-Monthly Full Team Training Sessions
- Bi-Monthly On Shift Team Training Sessions
- City wide SOT Training
- Minimum Company Standards
- Minimum of 10 hours per month completed and recorded in Firehouse, specific to special operations disciplines
- Impromptu Response Drills / Scenarios

Completion of all job performance requirements (JPR) will be documented according to Standard Operating Procedure 631 Special Operations Team Minimum Training Standards.

Each member's attendance and performance for the calendar year will be reviewed in December to ensure they have met the training requirements. Any deficiencies in an individual's attendance or performance will be addressed on an individual basis.

Training by the SOT will be available for all SOT members and regular members of the Rogers Fire Department. All reasonable efforts will be made to accommodate the SOT members but assigned training is a personal responsibility. If a training date is missed it falls on the individual to make arrangements to obtain the skills missed by the assigned due date. Individuals failing to meet the training requirements established within the SOT-ATP shall be subject to dismissal from the SOT.

Skill Proficiency

Members of the SOT shall demonstrate proficiency in specific skills in hazardous materials and technical rescue disciplines at least annually, as defined with Standard Operating Procedure 612, SOT Proficiency Evaluations.

Any member who fails to perform to the designated level of performance shall be assigned remediation training as necessary to increase his/her level of performance. The remedial training will be developed by the Training Division based on the topic and severity of the deficiency. The remedial training will include a timeline for completion and an evaluation process to ensure the individual's proficiency. At the end of the remediation period the member will be evaluated using the same knowledge and skills in which the individual was

deficient. If during the evaluation, the skills and knowledge are not successfully completed, the member will be removed from the SOT.

However, if the DFC-SOT and the Training Captain - SOT determine that the individual's requisite skills and knowledge are grossly deficient, the individual may be dismissed from the team without completing the remediation process.