



Rogers Fire Department Standard Operating Procedures

Policy Title:	Special Operations Team Training Requirements		
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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 conducted on a monthly basis as assigned. Full team training will be conducted on three occasions throughout the year. Monthly and full team SOT training sessions will be established in the ATP, and will usually be conducted on the first Thursday of each month. Classes will be scheduled from 0900 to 1700 hours, but may conclude once all learning and objectives have been met, unless otherwise directed by SOT leadership or the Training Division.

Requirements

All members of the SOT are required to perform a minimum 30 hours of training per quarter, or 10 hours per month focused on SOT disciplines. Training hours are assigned, logged, and tracked through the SOT Credential assigned through the Target Solutions training platform. Captains assigned to Rescue 2 will assist in the coordination and availability of resources for training and are responsible for monitoring and ensuring the SOT members on their respective shifts are in compliance with the established hours for training.

If a Rescue Captain has any concern regarding individual or crew completion of any element of the SOT Training Credential, they will immediately notify the Deputy Fire Chief of Special Operations and Training (DFC-SOT) of their concern(s).

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 monthly training is designed to validate competency in SOT required skills, as well as identify deficiencies or training needs at the level of individual or department. Monthly training will ensure that all Rogers Fire Department Special Operations personnel routinely demonstrate competency in Special Operations disciplines.

The following National Fire Protection Association Standards will be emphasized through this program: 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

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. It is the responsibility of all SOT members to ensure that skills and competencies are being completed in the safest manner possible. Safety in all phases of training is the prime consideration and shall not be compromised for speed.

Training and Deployment Teams

The SOT is divided into three deployment teams designated as the RED, WHITE, and BLUE teams. Each deployment team consists of a Team Leader, Training Coordinator and ten technicians of various disciplines. Deployment teams will conduct monthly training in accordance with the ATP and the rotation established in Table 1. The established rotation includes three opportunities for full team training annually. Topics for the monthly deployment team and annual full SOT training will be determined in the ATP and should coincide with the department wide training plan to incorporate awareness and operations level training related to the discipline. The Training Coordinators assigned to each deployment team will be responsible for developing the monthly training curriculum to be utilized by all members. Deployment Team Leaders will ensure the established curriculum is implemented and the performance objectives are being met. Additionally, each shift will conduct their own SOT trainings which include all members of SOT and any additional companies, regardless of their team affiliation, that wish to participate. Shift training ensures members are able to meet their required training hours while improving the cohesion of team members that may respond to on shift incidents.

Cache Maintenance included in Table 1 assigns the designated deployment team to inventory all SOT equipment located at the assigned station. Cache maintenance will serve to ensure the operational readiness of all SOT equipment while allowing all members the opportunity to maintain familiarity with the equipment and its location on the various apparatus.

An example of the training schedule format is as follows:

Training and Deployment Team Schedule

	RED	WHITE	BLUE
Jan	Training / Deployment	Cache Maintenance (2)	Shift Training
Feb	Shift Training	Training / Deployment	Cache Maintenance (5/8)
Mar	Cache Maintenance (1)	Shift Training	Training / Deployment
Apr	Full Team Training / RED Team Deployment		
May	Shift Training	Training / Deployment	Cache Maintenance (1)
Jun	Cache Maintenance (2)	Shift Training	Training / Deployment
Jul	Training / Deployment	Cache Maintenance (5/8)	Shift Training
Aug	Full Team Training / WHITE Team Deployment		
Sep	Shift Training	Cache Maintenance (1)	Training / Deployment
Oct	Training / Deployment	Shift Training	Cache Maintenance (2)
Nov	Cache Maintenance (5/8)	Training / Deployment	Shift Training
Dec	Full Team Training / BLUE Team Deployment		

Table 1

Attendance

Attendance at monthly deployment team training team is important to ensure members are proficient in each discipline. Each SOT Member is allowed two (2) absences per calendar year from assigned deployment team training dates. Deployment team leaders will maintain a roster and record of team attendance throughout the year.

If an individual misses an on-shift training date, it is the individual's responsibility to ensure that he/she completes the training requirements within the allotted time frame.

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

Team members must notify their assigned team leaders in the event of an absence. 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 attendance requirements established within the SOT-ATP may 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 620, SOT Annual 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 deployment team Training Coordinators 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 considered for removal from the SOT.

However, if the Training Coordinators, Team Leaders, and DC-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.