

## **Certification of Level I and Level II Fire Protection Instructors**

As most of you know, the Fire Commission, through the Education and Eligibility Committee, has approved several changes to the Fire Instructor Certification process. Beginning March 15<sup>th</sup> these changes will be implemented within the Level I and Level II Instructor courses and delivered by the State Fire/Rescue Training Program. *We have begun the process to change the Administrative Regulation and we will attempt to keep you informed as we move through this process.*

All previously approved Level I, Level II and Level III instructors will remain certified at their present level. Unless renewed, certification shall expire after a period of (3) years beginning on the instructor's birth month, immediately following the effective date of these regulations.

### **Level I Fire Instructors**

Persons certified as Level I fire protection instructors shall be authorized to deliver training throughout the Commonwealth upon invitation of that agency. The Level I instructor can deliver courses only from prepared lesson plans from a Fire Commission approved source, (IFSTA materials).

Level I instructors cannot prepare their own lesson plans. They may deliver classes, or portions of classes, from the IFSTA Instructor Guides or other curriculum approved by the Fire Commission.

In addition, if the Level I instructor would like to instruct any new courses that have been developed by KCTCS for the Fire Commission, they must successfully complete the Train-the-Trainer course and teach from the approved curriculum instructor guide.

### **Requirements for Level I Certification (NEW)**

An individual shall be certified as a Level I Instructor if written evidence is submitted to the Fire Commission that the individual is qualified by the following:

1. Candidate shall submit a completed application that has been signed by his Fire Chief or authority having jurisdiction for non-fire department personnel.
2. Is a high school graduate or the equivalent, (copy of Diploma or GED required).
3. Has (2) years experience as a Kentucky Certified Fire Fighter.(Must be a Kentucky Certified Fire Fighter for (2) years before applying for instructor Level I certification).
4. Is a current Kentucky Certified Fire Fighter.
5. Submits proof that he/she has successfully completed a (30) hour Instructor Level I, Fire and Emergency Services Instructor class that has been approved by the Fire Commission; **OR**

**A.** Holds a valid teaching certificate issued by the Kentucky Department of Education and is a certified firefighter; **OR**

**B.** Is a full-time instructor or faculty member of an institution of higher education in Kentucky, teaching in a fire science or fire science technology curriculum; **OR**  
**C.** Holds a valid instructor's certificate issued by an out-of-state fire-training agency approved by the Fire Commission.

6. Must submit proof of IFSAC Firefighter Level I and Level II certification. If this proof cannot be produced upon completion of all other requirements, application for certification may be submitted to the Fire Commission and the candidates name shall be placed on a waiting list for a Fire Commission sponsored IFSAC Certification Testing session.

**Certificate Terms:**

Unless renewed, certification shall expire after a period of (3) years beginning in the birth month of the instructor, immediately following the effective date of these regulations.

**Certification Renewal:**

Certification shall be renewed if an applicant has:

1. Taught at least (32) hours prior to the expiration of his certification.
2. Shall attend at least (32) training hours as a student, (8) hours of which must be in methods of instruction approved by the Fire Commission. All of these hours may be used toward the fire fighter re-certification hours, not in addition to them.
3. It shall be the responsibility of the individual instructor and his agency to submit a signed application for renewal on a form supplied by the Fire Commission.

Those Level I Instructors certified prior to the effective date of these regulations shall comply with the limits of instruction identified in "Requirements for Certification" and the "Certification Renewal" procedures listed above.

**Level II Fire Instructors:**

Persons certified by the Fire Commission as a Level II fire instructor shall be authorized to deliver training within the Commonwealth upon invitation by that agency. In addition, persons certified at Level II shall be permitted to develop lesson plans for training with the exception of those programs for which the Fire Commission, through KCTCS, has developed a Train-the-Trainer course for the approved curriculum. The instructor candidate must complete the KCTCS Train-the-Trainer course. The approved curriculum must be used to deliver that topic.

**Requirements for Certification:**

An individual shall be certified by the Fire Commission as a Level II fire instructor if satisfactory written evidence is submitted to the Fire Commission that the individual is qualified by the following:

1. Has certified fire fighter status.
2. Has submitted a completed application that has been signed by the Fire Chief or individual having authority over the agency.
3. Is a high school graduate or the equivalent, (copy of Diploma or GED required).
4. Has had (4) years as a Kentucky certified fire fighter and (2) years as a Level I instructor.

5. Has completed a minimum of (30) hour Instructor II, Fire and Emergency Services Instructor course approved by the Fire Commission; **OR**
  - A. Holds a valid teaching certificate issued by the Kentucky Department of Education and is a certified firefighter; **OR**
  - B. Is a full-time instructor or faculty member of an institution of higher education in Kentucky, teaching in a fire science technology curriculum; **OR**
  - C. Holds a valid instructor's certification issued by an out-of-state fire-training agency approved by the Fire Commission.
  
6. Submits proof of IFSAC Fire Fighter Level I and Level II certification. If this proof cannot be produced upon completion of all other requirements, applications for certification may be submitted to the Fire Commission and the candidate's name shall be placed on a waiting list for a Fire Commission sponsored IFSAC Certification Testing session.

**Certificate Terms:**

Unless renewed, certification shall expire after a period of (3) years beginning on the instructor's birth month immediately following the effective date of these regulations.

**Certification Renewal:**

1. It shall be the responsibility of the individual instructor and his agency to submit an application for renewal on a form supplied by the Fire Commission.
2. Shall have taught a minimum of (32) hours during the (3) year certification period.
3. Shall attend at least (32) training hours as a student, (8) hours of which must be in Fire Commission approved educational methodology. All of these hours may be used toward the fire fighter re-certification hours, not in addition to them.

Level II instructors certified prior to the effective date of these regulations shall comply with the limits of instruction identified in the "Requirements for Certification" and the "Certification Renewal" procedures listed above.

Level I and Level II (30) hour Educational Methodology classes will be competency based requiring both a written test, (minimum test score for successful completion is 70%) and a skills evaluation consisting of (5) presentations ranging from 2 minutes to 10 minutes in length.