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Date: July 10, 2020

Attachment 16

To: John Binaski, Chairman
Statewide Training and Education Advisory Committee
c/o State Fire Training

From: Andrew Henning, Chief of State Fire Training

SUBJECT/AGENDA ACTION ITEM:
Psychomotor Skills Exam Changes

Recommended Actions:
Approval of the Psychomotor Skills Exam Changes

Background Information:

The Fire Fighter 1 (2013), Fire Fighter 1 (2019), and Fire Fighter 2 (2019) require cognitive and psychomotor exam(s) for certification. The January 2019 Procedures Manual added Chapter 11 Fire Fighter Certification Exams chapter to outline the requirements that ALAs, ARTPs, Registered Lead Evaluators, and registered Psychomotor Skills Evaluators must follow in the delivery of the cognitive and psychomotor exams.

Analysis/Summary of Issue:

State Fire Training (SFT) is making several process changes that are outlined below in regards to psychomotor skill exams. These changes help streamline the certification exam delivery or clarify SFTs expectations of exam deliveries.

Random Skills Notification

SFT recently modified our business process to streamline the issuance of random skills to ALA and ARTPs hosting certification exams. SFT is now sending the random skill selection at the time of exam approval. Previously SFT was sending the random skills three weeks before the exam date. The Registered Lead Evaluator shall ensure that the random skills remain secured and confidential until a minimum of three weeks before the start of the scheduled Psychomotor Skills Exam module. No staff involved with the ongoing training shall be privy to the randomly selected psychomotor skills at any time prior to the day of the Certification Exam. This is to ensure that candidates are not being coached to the assigned random skills.

Random Skill Testing / Exam Security

When random skills were built into the SFTs certification exam, the intent was to ensure that all candidates were tested on the random skill on the same day. The expectation that all candidates are tested on the same day is to ensure that all candidates are tested on the random skill without prior notice. If an ALA or ARTP delivers the same random skill over two-day period, it gives candidates on day two an unfair advantage as they can study for the exam. SFT added language to the interim procedure to clarify our expectations that all candidates shall be tested on the same day for a random skill. If an ARTP or ALA is unable to test all candidates on the same day, they must notify SFT and request a new random skill for candidates who were not tested on the original day of the exam.

HazMat FRA/FRO Random Skills

The Fire Fighter 1B: Hazardous Materials/WMD (2019) Psychomotor Exam has one required skill and two randoms. The required skill is a HazMat FRA task. SFT has modified how we assign the random skills for the Fire Fighter 1B exam to ensure that the standard for HazMat FRO is tested, by at least one of the two randomly selected skills. Under the revised process, one random skill will be drawn directly from the list of HazMat FRO skills (Skill Sheet 6-2 to 6-6). The other random skill will be selected from the remaining random skills.

Alternate Psychomotor Skill Evaluation

Finally, most ARTP and ALAs deliver Fire Control 3, Fire Control 4, and Vehicle Extrication FSTEP courses within their Fire Fighter 1 and 2 academies. These FSTEP courses require specialized props. This interim procedure will allow ARTP and ALAs to evaluate eligible Fire Fighter 1 and 2 psychomotor skills at the conclusion of the FSTEP course instead of the end of the training module. This change will reduce academy cost and logistics from having to obtain additional vehicles or a flammable liquid gas props, if required for a random skill, for the psychomotor skills exam at the end of the training module.

Skills tested using the alternate psychomotor skill evaluation, do not have to be retested during the psychomotor skill exam at the end of the module. For example, if Fire Fighter 2A Skill 4-1: Extricate a Victim Entrapped in a Motor Vehicle is assigned as a random skill to an ALA or ARTP, and they utilize the alternate psychomotor skill evaluation at the conclusion of a Vehicle Extrication FSTEP course, then they would not have to retest the skill during the certification exam at the end of the training. To be eligible for the alternate psychomotor skill evaluation, all candidates participating in the certification exam must have completed the FSTEP course and alternate psychomotor skill evaluation.



ALTERNATE PSYCHOMOTOR SKILL EVALUATION

Interim Procedures

Issued: August 2020

Procedure Changes

- Edition:** January 2019 edition of the State Fire Training Procedures Manual
- Effective Date:** August 1, 2020
- Section Change:** Add Section 11.6: ALTERNATE PSYCHOMOTOR SKILL EVALUATION
- Justification:** SFT has modified the ALA and ARTPs notification process for the random psychomotor skills for the Fire Fighter 1 and 2 certification exams. Also, this Interim procedure provides SFTs intent on requiring all testing candidates to complete random skills on the same day. Finally, most ARTP and ALAs deliver Fire Control 3, Fire Control 4, and Vehicle Extrication FSTEP courses within their Fire Fighter 1 and 2 academies. These FSTEP courses require specialized props. This interim procedure will allow ARTP and ALAs to evaluate eligible Fire Fighter 1 and 2 psychomotor skills at the conclusion of the FSTEP course instead of the end of the training module.
- SFT Contact** [Contact SFT Staff](#) assigned to Instructor Registration.
- Note:** *All new text appears in underline. All deleted text appears in ~~strikeout~~*

11.6: PSYCHOMOTOR SKILLS EXAM

11.6.2: PSYCHOMOTOR SKILL SELECTION

- A. ~~SFT will randomly select the psychomotor skills to be included in an approved psychomotor skills exam a minimum of three weeks before the start of a scheduled psychomotor skills exam.~~ SFT will randomly select the psychomotor skills to be included in an approved Psychomotor Skills Exam.
- B. SFT will send a Psychomotor Skills Exam Summary Sheet to the registered Lead Evaluator by email at the time of approval for the Certification Examination.
1. These skills shall remain secured and confidential under the Registered Lead Evaluator(s) supervision until a minimum of three (3) weeks before the start of the scheduled Psychomotor Skills Exam module.
- C. Three (3) weeks before the start of the scheduled Psychomotor Skills Exam module, the Registered Lead Evaluator may begin consulting with the testing site staff regarding the planning and logistics of the randomly selected skills for the Exam.



ALTERNATE PSYCHOMOTOR SKILL EVALUATION

Interim Procedures

1. To maintain exam security, no staff involved with the ongoing training shall be privy to the randomly selected psychomotor skills at any time prior to the day of the Certification Exam.

C.D. An ARTP or ALA may request a different individual random psychomotor skill if the ARTP or ALA can demonstrate that an assigned psychomotor skill is not practicable.

1. The registered Lead Evaluator shall make this request to State Fire Training in writing.
2. The request shall include the rationale as to why the psychomotor skill is not practicable.
3. In the event an alternate psychomotor skill is assigned, State Fire Training shall issue a new Psychomotor Skills Exam Summary Sheet to the registered Lead Evaluator.

11.6.3: PROCTORING PSYCHOMOTOR SKILLS EXAMS

11.6.3.2: Exam Security

- A. The registered Lead Evaluator shall be directly responsible for ensuring the security and safety of all candidates during all psychomotor skills exam.
- B. The registered Lead Evaluator shall ensure that candidates are properly staged and that no materials other than those issued for the exam are in the staging area.
- C. The registered Lead Evaluator shall ensure that all waiting candidates are staged in an area from which active psychomotor skills evaluation may not be viewed.
- D. A monitor shall be stationed in the staging area to ensure that candidates do not discuss any component of the exam or access exam-related materials.
- E. In the event of a suspected breach in exam security, the registered Lead Evaluator shall have the authority to confiscate the alleged violator's exam materials and terminate his or her exam.
- F. The Registered Lead Evaluator shall ensure that all candidates complete the randomly selected psychomotor skills on the same day. If a randomly selected psychomotor skill is not completed by all candidates on the first day of testing, then the candidates who completed it will be required to complete a different randomly selected psychomotor skill.
 1. The Registered Lead Evaluator shall contact SFT immediately to obtain a new randomly selected psychomotor skill.



ALTERNATE PSYCHOMOTOR SKILL EVALUATION

Interim Procedures

11.6.5: ALTERNATE PSYCHOMOTOR SKILL EVALUATION

- A. Psychomotor Skills Exams are to be conducted at the end of the training for the module being tested. SFT allows select psychomotor skills to be tested outside of the normal Psychomotor Skills Exam using alternate psychomotor skill evaluation.
- B. Psychomotor skills eligible for alternate psychomotor skill evaluation are listed in the Psychomotor Exam Skills Summary Sheet and must be associated with a registered Fire Service Training and Education Program (FSTEP) course.
- C. All candidates testing in the Psychomotor Skills Exam must have taken the FSTEP course and completed the alternate psychomotor skill evaluation.
- D. Skills being tested using the alternate psychomotor skill evaluation do not have to be retested during the psychomotor skills exam.
- E. If an ALA or ARTP does not use the alternate psychomotor skill evaluation, and the skill is selected as a random psychomotor skill or selected as a random for a skills retake (New Psychomotor Skills / Different Day) the ARTP or ALA will have to test that skill during the Psychomotor Skills Exams conducted at the end of the training.

11.6.5.1: Personnel

- A. The Registered Primary Instructor for the FSTEP course cannot act in the capacity as the Registered Lead Evaluator or Registered Psychomotor Skills Evaluator for the alternate psychomotor skill evaluation.
- B. Assistant Instructors and Skill Coaches for the FSTEP course cannot act in the capacity as a Registered Psychomotor Skills Evaluator for any candidates that they taught the skills to, or assisted, the student with psychomotor practice for skill's mastery.

11.6.5.2: Certification Exam Administration

- A. The Psychomotor Skills Exam shall be delivered in accordance with Chapter 11.
- B. At the conclusion of the FSTEP course, the Registered Primary Instructor shall notify the students that this is the conclusion of training and that the psychomotor exam is about to begin. The Registered Primary Instructor will then introduce the Registered Lead Evaluator to the candidates.



FIRE FIGHTER 1 (2019) Psychomotor Exam Skills Summary Sheet

Fire Fighter 1A: Structure - Required

#	Skill Sheet Title
1.	1-4: Don Structural PPE
2.	1-5: Don SCBA
3.	1-6: Doff SCBA
4.	1-7: Doff, Inspect, and Prepare Structural PPE for Reuse
5.	3-6: Lift, Carry, and Raise a Ground Ladder
6.	3-10b: Attack a Live Interior Structure Fire; or 3-10c: Attack a Simulated Interior Structure Fire ^a
7.	3-15b: Forward Hose Lay

a. Skill 3-10c can utilize the alternate psychomotor skill evaluation if a registered Fire Control 3 course is being taught within the Fire Fighter 1A module.

Fire Fighter 1A: Structure – Random (3)

#	Skill Sheet Title
1.	1-3: Inspect SCBA
2.	1-8: Doff SCBA and PPE for Gross Decontamination
3.	2-1: Initiate a Response to an Emergency
4.	2-2: Receive a Telephone Call
5.	2-3: Operate a Fire Department Radio
6.	3-1a: Replace an SCBA Air Cylinder
7.	3-1b: Use SCBA During Emergency Operations
8.	3-2: Respond to an Emergency Scene on an Apparatus
9.	3-3: Operate at an Emergency Scene
10.	3-4: Force Entry into a Structure
11.	3-5: Activate an Emergency Call and Exit a Hazardous Area
12.	3-7: Attack a Passenger Vehicle Fire
13.	3-8: Operate a Portable Master Stream
14.	3-9a: Search for and Rescue a Victim with no Respiratory Protection



FIRE FIGHTER 1 (2019) Psychomotor Exam Skills Summary Sheet

15.	3-9b: Rescue a Fire Fighter
16.	3-9c: Use a Ladder for Rescue
17.	3-10a: Operate a Charged Attack Hoseline from a Ground Ladder
18.	3-10d: Extend a Hoseline
19.	3-10e: Load, Deploy, and Advance an Attack Line
20.	3-10f: Load Supply Hose
21.	3-11: Perform Horizontal Ventilation
22.	3-12: Perform Vertical Ventilation
23.	3-13a: Overhaul a Fire Scene
24.	3-13b: Remove Charred Materials
25.	3-14a: Control Water Flow from a Sprinkler System
26.	3-14b: Remove Water from the Interior of a Structure
27.	3-14c: Salvage a Room and its Contents
28.	3-14d: Cover Building Openings
29.	3-15a: Deploy Portable Tank and Prepare for Drafting Operations
30.	3-16: Select, Carry, and Operate a Portable Fire Extinguisher
31.	3-17: Light a Scene
32.	3-18: Turn Off Building Utilities
33.	3-19: Combat a Ground Cover, Debris, or Exterior Fire
34.	3-20a: Tie Knots
35.	3-20b: Hoist Tools Aloft
36.	3-21: Operate Hand and Power Tools
37.	3-22: Operate an Air-Monitoring Instrument
38.	4-1: Clean and Check Equipment
39.	4-2a: Replace a Burst Section of Hose
40.	4-2b: Build Hose Rolls
41.	4-2c: Clean and Maintain Hose and Mark Defective Hose



FIRE FIGHTER 1 (2019) Psychomotor Exam Skills Summary Sheet

Fire Fighter 1B: Hazardous Materials/WMD - Required

#	Skill Sheet Title
1.	5-2a: Recognize, Identify, and Isolate Hazardous Materials/WMD

Fire Fighter 1B: Hazardous Materials/WMD – Random (2*)

*To ensure that the standard for Hazardous Materials First Responder Operations (FRO) is tested, at least one of the two randomly selected Fire Fighter 1B: Hazardous Materials/WMD skills will be drawn directly from the list of HazMat First Responder Operation FRO skills (Skill Sheet 6-2 to 6-6).

#	Skill Sheet Title
2.	5-2b: Identify Markings
3.	5-4: Initiate Required Notifications
4.	6-2: Identify the Scope of a Hazardous Materials/WMD Incident
5.	6-3: Identify Action Options for a Hazardous Materials/WMD Incident
6.	6-4: Perform Assigned Tasks at a Hazardous Materials/WMD Incident
7.	6-5: Perform Emergency Decontamination
8.	6-6: Evaluate and Report Progress for a Hazardous Materials/WMD Incident
9.	7-1: Don, Work In, and Doff Chemical Protective Clothing
10.	7-2: Perform Product Control



FIRE FIGHTER 1 (2019) Psychomotor Exam Skills Summary Sheet

Fire Fighter 1C: Wildland - Required

#	Skill Sheet Title
1.	8-2: Don Wildland Personal Protective Equipment
2.	8-3: Deploy a Fire Shelter
3.	8-4: Doff Wildland Personal Protective Equipment
4.	10-2b: Assume Safety Position for Retardant Drop
5.	10-3b: Perform a Progressive Hose Lay (Hose)
6.	10-3b: Perform a Progressive Hose Lay (Nozzle)

Fire Fighter 1C: Wildland - Random (2)

#	Skill Sheet Title
1.	9-1: Maintain Assigned Personal Protective Equipment
2.	9-2: Maintain Hand Tools and Equipment
3.	10-1: Assemble and Prepare for Response
4.	10-2a: Use Incident Response Pocket Guide
5.	10-3a: Assemble, Use, and Maintain a Back Pump
6.	10-3c: Construct a Fireline Using Hand Tools
7.	10-3d: Perform Mobile Pumping
8.	10-4a: Ignite and Extinguish Road Flares and Fusees
9.	10-4b: Assemble, Ignite, Extinguish, and Disassemble a Drip Torch
10.	10-5: Prep and Defend a Structure
11.	10-6: Perform Mop Up Operations
12.	10-7: Patrol the Fire Area



FIRE FIGHTER 2 (2019) Psychomotor Exam Skills Summary Sheet

Fire Fighter 2A: Structure - Required

#	Skill Sheet Title
1.	1-1: Organize an Incident Management System
2.	3-3: Coordinate an Interior Fire Attack Line

Fire Fighter 2A: Structure – Random (3)

#	Skill Sheet Title
1.	2-1: Complete a Basic Incident Report
2.	2-2: Communicate the Need for Team Assistance
3.	3-1: Extinguish an Ignitable Liquid Fire ^a
4.	3-2: Control a Flammable Gas Cylinder Fire
5.	3-4: Protect Evidence of Fire Cause and Origin
6.	4-1: Extricate a Victim Entrapped in a Motor Vehicle ^b
7.	4-2: Assist a Rescue Operations Team
8.	5-1: Perform a Fire Safety Survey in an Occupied Structure
9.	5-2: Present Fire Safety Information
10.	5-3: Prepare a Preincident Survey
11.	5-4: Maintain Power Plants, Tools, and Equipment
12.	5-5: Perform an Annual Service Test on a Fire Hose

- a. Skill 3-1 can utilize the alternate psychomotor skill evaluation if a registered Fire Control 4 course is being taught within the Fire Fighter 2A module.
- b. Skill 4-1 can utilize the alternate psychomotor skill evaluation if a registered Vehicle Extrication course is being taught within the Fire Fighter 2A module.