



FIRE & EMERGENCY SERVICES INSTRUCTOR 1 AND 2 (2019) Certification Exam Overview

Certification Exam Overview

This document outlines the State Fire Training (SFT) Certification Examination procedure. For a detailed guide on the exam program, refer to Chapter 11 of the SFT Procedures Manual.

The Fire and Emergency Services Instructor (FESI) 1 and 2 Certification Exams include both cognitive and skill-based assessments. Relevant Skill Sheets are available on the FESI webpages of the SFT website.

Both the Fire and Emergency Services Instructor 1 (2019) Certification Exam and the Fire and Emergency Services Instructor 2 (2019) Certification Exam consist of a single certification exam with two components: a cognitive test and a skills test. The exam module may be administered after the completion of training.

Candidates choosing to take the exam at a different site from their training location must provide the testing site with any or all of the required eligibility documents, including: a course completion diploma/course equivalency, Exam Authorization form, and/or SFT Student Course (Exam) Transcript.

Test Site Policy

This is a closed-book examination. Any materials brought to the exam site must be left in an unattended area at the candidate's risk.

Reasonable Accommodations

SFT uses accredited testing sites for high-stakes certification exams. These sites may review and approve disability-related accommodations on behalf of SFT. Reasonable accommodations are available for candidates with disabilities who meet legal requirements, including applicable national laws and regulations, ensuring that they have full access to exams.

Accommodations are personalized and considered individually. Candidates requesting accommodations due to a disability must provide documentation of their condition and how it would impact their ability to test under standard conditions. All candidates, including those needing accommodations, must adhere to the same exam security and administration procedures.

Cognitive Test Strategy

This is a multiple-choice exam, with each question offering four options. Only one of these is the BEST answer. Unanswered questions will score zero points. If you're unsure, it's better to attempt an answer than to leave it blank. Sufficient time is given to read and respond to all questions, so make sure to carefully read each question and its options before choosing the BEST answer.



FIRE & EMERGENCY SERVICES INSTRUCTOR 1 AND 2 (2019)

Certification Exam Overview

Fire and Emergency Services Instructor 1

Exam Entry Requirements

Complete the Instructor 1: Instructional Methodology training and provide applicable verification of exam eligibility.

Cognitive Exam

50 questions with a time limit of 60 minutes. Up to two retakes are permitted within 30 days.

Topics within the online exam:

NFPA: 1041 (2019) 4.2.4 Method of Instruction	NFPA: 1041 (2019) 4.3.2 The Learning Process
NFPA: 1041 (2019) 4.2.5 Comm. Skills	NFPA: 1041 (2019) 4.3.3 Adapt. Less. Plans
NFPA: 1041 (2019) 4.4.3 Present Prep. Lesson	NFPA: 1041 (2019) 4.4.4 Adaptive Learning
NFPA: 1041 (2019) 4.5.4 Reporting Procedures	NFPA: 1041 (2019) 4.4.5 Tech. in Training
NFPA: 1041 (2019) 4.2.2 Using Lesson Plans	NFPA: 1041 (2019) 4.5.2 Test Admin.
NFPA: 1041 (2019) 4.4.2 Learning Environment	NFPA: 1041 (2019) 4.5.3 Grading Eval.
NFPA: 1041 (2019) 4.2.3 Resource Management	NFPA: 1041 (2019) 4.5.5 Eval. Learning Proc.

Skills Exam

5 required skills and 1 random skill. One retake is permitted within 30 days.

Skill Sheets/Scoring Rubrics used in the Skill Exam:

Random	Required
<ul style="list-style-type: none"> 2-3: Schedule an Instructional Session 5-3: Report Test Results and Training Records 5-4: Provide Student Testing Feedback 	<ul style="list-style-type: none"> 3-2: Analyze, Adapt, and Assemble a Lesson Plan 4-1: Organizing the Learning Environment 4-2A: Deliver a Prepared Cognitive Lesson 4-2B: Deliver a Prepared Psychomotor Lesson 5-5: Provide Student-Instructor Lesson Feedback



FIRE & EMERGENCY SERVICES INSTRUCTOR 1 AND 2 (2019)

Certification Exam Overview

Fire and Emergency Services Instructor 2

Exam Entry Requirements

Complete the Instructor 2: Instructional Development training and provide applicable verification of exam eligibility.

Cognitive Exam

50 questions with a time limit of 60 minutes. Up to two retakes are permitted within 30 days.

Topics within the online exam:

NFPA: 1041 (2019) 5.2.2 Instruct. Assignments	NFPA: 1041 (2019) 5.4.2 Methods of Instruction
NFPA: 1041 (2019) 5.2.4 Training Resources	NFPA: 1041 (2019) 5.2.6 Instructor Evaluations
NFPA: 1041 (2019) 5.2.5 Prog. Management	NFPA: 1041 (2019) 5.3.2 Instr. Development
NFPA: 1041 (2019) 5.4.3 Instructional Delivery	NFPA: 1041 (2019) 5.5.2 Eval. Instruments
NFPA: 1041 (2019) 5.2.3 Resource Develop.	NFPA: 1041 (2019) 5.5.3 Evaluation and Testing

Skills Exam

6 required skills and 1 random skill. One retake is permitted within 30 days.

Skill Sheets/Scoring Rubrics used in the Skill Exam:

Random	Required
<ul style="list-style-type: none">2-1: Assigning Instructional Sessions2-3: Perform a Needs Analysis for Training Resources2-4: Maintain and Secure Accurate Training Records4-2: Supervising Training Activities	<ul style="list-style-type: none">2-5: Evaluate an Instructor3-1: Create Lesson Plan4-1: Conduct a Class and Instructional Sessions5-1A: Develop a Cognitive Test Evaluation Instrument5-1B: Develop a Performance Skills Evaluation Instrument5-2: Develop a Class Evaluation Instrument



FIRE & EMERGENCY SERVICES INSTRUCTOR 1 AND 2 (2019) Certification Exam Overview

Certification Exam Information

The Certification Exam for Fire and Emergency Services Instructor 1 and 2 contains both a cognitive and skills exam.

Cognitive Exam

All cognitive exams are multiple-choice and conducted online at accredited testing sites. Candidates need to score at least 70% to pass. Exam results are displayed immediately upon completion and can also be accessed via the SFT User Portal.

Retake Eligibility

Candidates seeking to retake a skills exam must present their SFT Student Course (Exam) Transcript from the SFT User Portal at the testing site to confirm their eligibility for a retake.

Exception: Verification of retake eligibility is not required for candidates from accredited academies who have completed their academic training and all certification exams at the ARTP or ALA administering the certification exam, provided there has been no interruption in their training.

Retakes

A candidate who does not pass a cognitive exam (a score lower than 70%) will be allowed to retake the cognitive exam module up to two (2) times within the academy duration or within 30 days of the first attempt. If a candidate can't complete the exam in the given timeframe, they must seek remedial education before reapplying for any SFT Certification Exams.

Skills Exam

To pass the skills exam, a candidate must successfully complete 100% of the assigned skills and 100% of the skills steps in each scenario. An unsafe act committed during the skills exam shall be grounds for a failing score. The skills evaluator will notify the candidate of a pass or fail score upon completion of the skill. Blank skill sheets are published on the respective certification page on the SFT website.

Retake Eligibility

Candidates seeking to retake a skills exam must present their *SFT Student Course (Exam) Transcript* from the SFT User Portal at the testing site to confirm their eligibility for a retake.

Exception: Verification of retake eligibility is not required for candidates from accredited academies who have completed their academic training and all certification exams at the ARTP or ALA administering the certification exam, provided there has been no interruption in their training.

Retakes

Candidates who fail a skill station may have one (1) opportunity to retake it either within the testing period or within 30 days of the first attempt. If a candidate can't complete the exam in the given timeframe, they must seek remedial education before reapplying for any SFT Certification Exams.

All attempts and reattempts align with SFT procedures, and candidates meeting SFT criteria may have same-day reattempts. If a reattempt isn't authorized, the candidate will be escorted from the exam site.



FIRE & EMERGENCY SERVICES INSTRUCTOR 1 AND 2 (2019)

Certification Exam Overview

Skills and Cognitive Remediation

Candidates who do not pass either the skills or cognitive exam must undergo comprehensive retraining for the failed module before attempting the exam again. To do so, they are required to enroll in a second SFT Instructor 1 and/or 2 course and pay any associated fees.

Once remedial training is successfully completed and a new diploma is issued, candidates may register for a new testing event. All sections of both training and testing must be completed in their entirety.

Certification Exam Results

Results will be made available in the SFT User Portal when processing is complete.

Sample Questions

Below are two examples of cognitive exam items. The correct answer is marked with an asterisk (*).

1. Which of the following correctly matches the responsibilities to Instructor levels defined in NFPA 1041?
 - a. Instructor 2 develops individual lesson plans and supervises other instructors*
 - b. Instructor 1 develops comprehensive curricula for multiple organizations
 - c. Instructor 3 delivers sessions using prepared materials only
 - d. Instructor 1 is responsible for program administration and resource management

2. Which of the following is listed as Requisite Knowledge for an Instructor 1?
 - a. Advanced budgeting techniques
 - b. Components of a lesson plan and procurement policies*
 - c. Curriculum development methods for multiple agencies
 - d. Strategies to supervise other instructors

Note: All test questions (and skills) are reviewed and locally validated by the California Fire Service.

Curriculum and Reference Material

Fire and Emergency Services Instructor 1 and 2

- Fire and Emergency Services Instructor (**IFSTA**, 9th ed., ISBN 978-0-87939-696-1)
- OR
- Fire Service Instructor: Principles and Practice (**Jones & Bartlett**, 3rd ed., ISBN: 978-1284172331)

Additional Information

State Fire Training Certification Exams are to be delivered in accordance with Title 19, California Code of Regulations, Division 1, [Chapter 13, California Fire Service Training and Education Program](#). The following links are from the [State Fire Training Procedures Manual \(May 2020\)](#):

- [Section 4.4: Individual Integrity and Ethics](#)
- [Chapter 11: Fire and Emergency Services Instructor Certification Exams](#)
- [Section 11.3: Candidate Types](#)