



Girdwood Volunteer Fire Department

P.O. Box 915 Girdwood, Alaska 99587 Phone 783-2511 Fax 783-3122

A non-profit corporation Tax ID 92-0164627 www.girdwoodfire.com

Welcome,

Thank you for your interest in becoming a member of Girdwood Volunteer Fire & Rescue. In doing so, you will be joining one of the most challenging occupations available today. The risks associated with fire suppression and emergency medical services are high but the rewards can be tremendous.

Girdwood Volunteer Fire & Rescue (GVF&R) is a 503(c)(3) non profit entity that is contracted by the Municipality of Anchorage to provide emergency services in the Girdwood Valley and surrounding area.

The following documents will serve as both an introduction to our service and a guide for your time with Girdwood Volunteer Fire & Rescue.

Members are encouraged to participate in both fire and medical operations, though you will be allowed to choose your involvement within these two areas.

One outstanding benefit the department offers is the opportunity to always succeed to the next level through a variety of training we offer.

Please carefully and thoroughly read this entire guide. A full understanding of our operations and the rules and regulations is critical to your safety and well being.

Again I welcome you and appreciate your willingness to volunteer with our organization; I hope you find this a rewarding and fulfilling experience.

Sincerely,

William Chadwick
Chief

Girdwood Fire Department - New Hire Guide

The Membership & Training Process

There are four major steps to becoming a Class A Member:

1. Application
 2. Interview
 3. Orientation
 4. Probationary Period
-

Application For Employment

All prospective members will be considered applicants once they have submitted the following:

- Fill out and submit an Application for employment
- Submit a current (within 30 days) Criminal History / Interested Persons Report obtained from the Department of Public Safety Alaska State Troopers.
 - Current cost is twenty dollars: Cash/Check in Anchorage, Check/Money order in Girdwood. You must provide one State ID and one ID with your name and a signature. Examples: (Drivers License and Credit/Debit card). This may be obtained in Girdwood at the trooper post in the Tesoro Mall (Monday – Thursday 10-2pm call 783-0972 for information) or the Anchorage Post at 5700 E Tudor Rd off of Boniface/Tudor M-F 08:15-4:15pm call 269-5511.
- Submit a current (within 30 days) Driving Record from the Department of Motor Vehicles.
 - Current cost is five dollars and may be obtained online at: <http://www.state.ak.us/dmv/> for convenience this can be faxed to GVF&R at: 783-3122 attention: Chief.

Once an applicant has submitted the above, they will be placed on the Probationary Waitlist. GVF&R maintains a maximum of six (6) probationary members at any given time. The waitlist is first-come, first-serve, with priority given to those applicants residing full-time in the Girdwood response area. Do not be discouraged by this because the list fluctuates.

Once a probationary position opens up, the next applicant on the list will be notified and invited to interview. The applicant will have two weeks to schedule and complete their interview.

Girdwood Fire Department - New Hire Guide

The Interview

This interview is conducted between the applicant, Chief and Recruitment Officer. The interview is an informal meeting to discuss the department's commitment expectations as well as to hear the applicant's expectations and goals. Application documentation will be reviewed by the Chief at this time. Upon successful completion of the interview and an acceptance of membership commitment requirements, the applicant will be allowed to move onto the Orientation and Probationary steps.

Orientation

Orientation will be scheduled by a Fire Training Officer or Recruitment Officer.

At the Orientation, the following will be completed:

- Introduction to GVF&R
- Hazardous Materials Awareness
- Blood Borne Pathogens Awareness

At Orientation, you will also need to submit the following paperwork:

- HEP A Shot Validation or Declination
- HEP B Shot Validation or Declination
- W4 and I-9 forms (Two forms of identification, one of which must be a picture ID)
- Medical Questionnaire
- Proof of CPR for Healthcare Professionals Certification
 - We do offer CPR training if you need it.

After completion of all the above, you will be issued Personal Protective Equipment (PPE or "Bunker Gear") and a personnel locker. At this time, you will have officially begun your Probationary Period.

Probationary Period

The Probationary Period (and all the requirements) must be completed within four (4) months. Probationary members who fail to complete all assigned requirements for membership within a period of four (4) months shall be removed from probationary status and placed on the waiting list, unless an extension is specifically granted by the Recruitment Officer or their Team Captain. Your Probationary Period must also be a minimum of three months.

During this time, you will learn more about your role and responsibilities as a responding member. Your performance, progress and attitude throughout your probationary period will be evaluated by the officers and senior members of the department.

Girdwood Fire Department - New Hire Guide

As a probationary member you must actively participate in department operations:

- Attend Tuesday Night Training (minimum of 75% of training meetings)
- Sign-up for Call Shifts (minimum of eight shifts per month)
- Respond under direct supervision of a senior officer to both fire and medical emergencies; close to 80% of GVF&R's responses are medical related emergencies.
- Attend minimum of one (1) monthly Business Meeting, although more is highly encouraged.

The following will take place during your probationary period:

- Probation Training Check-offs
 - Radio usage and communications
 - Response procedures and Incident Command
 - Personal Protective Equipment and Safety
 - Ambulance Operations & Inventories
- Pager assigned, Radio assigned if Girdwood resident
- Hepatitis Series: 2nd & 3rd doses or declination
- Proctored Runs with patient care and certification level
- Assignment to a Team

Class A Membership

After successful completion all items included on the probationary checklist, you may apply for a Class A membership with Girdwood Volunteer Fire & Rescue. You must submit a letter to the Executive Committee President, expressing your desire for Class A membership.

The Executive Committee with the recommendation of GVF&R Officers as well as the Recruitment Officer will vote to approve your request for Class A status.

If your request for Class A membership is not approved, you will be notified by the Recruitment Officer of areas that need improvement and a plan for accomplishing the expected performance.

Upon approval for Class A membership you will be entitled to the following privileges:

- Payment for training and response hours
- Ability to vote during the incorporated business meetings of Girdwood Volunteer Fire & Rescue
- Eligibility for free EMT and FF classes, as available
- Eligibility for promotion within the department

Girdwood Fire Department - New Hire Guide

Membership Requirements:

An active member must:

- Be at least 18 years of age
- Have a High School Diploma or GED
- Have a valid Alaska Drivers License, and such member shall notify the Chief of a change of status of such license.
- Have a working phone (mobile or landline)
- Provide a current (within 30 days) Criminal History / Interested Persons Report
- Provide a current (within 30 days) Driving Record
- Provide evidence of Hepatitis A and B vaccinations or declination
- Provide a release of information waiver
- Complete all applicant and probationary procedures
- Meet and maintain all membership and performance standards

To maintain active status, a member must:

- **Attend at least 75% of all training meetings** on a quarterly basis, unless leave has been approved in advance in writing.
- Sign up for **a minimum of eight 6-hour call shifts per month**
- Remain knowledgeable and current regarding GVF&R's Policy Procedure and Instructions (PPI's).
- Attend the January Business Meetings as well as four additional business meetings during the calendar year.
- Remain current and active with the following Certifications:
 - Basic Life Support (BLS)
 - Blood Borne Pathogen (BBP)
 - Hazardous Materials Training (Haz-Mat)

Girdwood Fire Department - New Hire Guide

Operational Requirements:

Fire Recruits:

To be eligible for Exterior Structural Firefighter, you must meet the minimum following requirements:

- Be a Class A Member
- Demonstrated Basic Firefighter Skills to an Officer or Fire Training Officer
- Pass a Pulmonary Function Test
- Have taken a SCBA class from an approved instructor
- Been issued and fitted for a SCBA mask
- Approval by Team Captain and Assistant Fire Chief

To be eligible for Interior Structural Firefighter, you must meet the above requirements, as well as:

- Be IFSAC-certified FF1 or FF2
- Approval by Team Captain and Assistant Fire Chief

EMT Recruits:

To be eligible to perform independently doing patient care on medical calls you will be required to complete the following:

- Medic Operational Standards
- Standing Orders Exam at your level of practice
- Four proctored patient contacts while on calls (other options are available upon approval by the Assistant EMS Chief)
- Final approval from the Assistant EMS Chief

Girdwood Volunteer Fire & Rescue Application For Employment

Girdwood Volunteer Fire and Rescue Inc. will consider all applicants without regard to race, color, religion, creed, gender, national origin, age, disability, marital status, veteran status, sexual orientation or any other protected status

Personal Information

Name: _____
 Last First Middle

Address: _____
 P.O. Box number

Address: _____
 Physical

Social Security Number: ____ - ____ - _____ Date of Birth: ____ / ____ / ____

Alaska Drivers License Number: _____

Phone Numbers: _____
 Pager Home Work Fax

Cell Phone: _____

E-Mail: _____

Occupation: _____ Employer: _____

Girdwood Volunteer Fire & Rescue Application For Employment

Legal (Circle Yes or No. Attach additional sheets as necessary)

Have you been convicted of a felony? Yes No

If Yes, Explain: _____

Has your drivers' license ever been cancelled, revoked or suspended? Yes No

If Yes, Explain: _____

Have you ever been adjudicated or convicted of any offense involving moving violations, DUI/DWI, domestic violence, sexual abuse or illegal drugs? Yes No

If Yes, Explain: _____

Do you have any outstanding fines, restitution, community work service or jail time? Yes No

If Yes, Explain: _____

Girdwood Volunteer Fire & Rescue Application For Employment

CONSENT FOR RELEASE OF RECORDS/INFORMATION

Name:	Birth Date: / /
	SSN: - -

Please initial all eight (8) lines:

- | | |
|--|--|
| <input type="checkbox"/> Driving
<input type="checkbox"/> Hospital/Medical
<input type="checkbox"/> Educational
<input type="checkbox"/> Military | <input type="checkbox"/> Court
<input type="checkbox"/> Employment
<input type="checkbox"/> Mental Health
<input type="checkbox"/> EMT/FF Certification Records |
|--|--|

I authorize the mutual exchange of both verbal and written information/records with the above agencies/people. The purpose of this exchange is to gain information to determine eligibility for Girdwood Volunteer Fire & Rescue and/or to verify past or present employment.

Applicant's Signature	Date
GVF&R Signature	Date

Confidentiality and Revocation Statement

I understand that my records are protected under Federal regulations governing confidentiality of alcohol and drug abuse patient records (42 CFR, Part 2) and cannot be disclosed without my written consent unless otherwise provided for in the regulations. I also understand that I may revoke this consent at any time except to the extent that action has been taken in reliance on it.

Girdwood Volunteer Fire & Rescue Application For Employment

Employment Contract

Important, Read before signing:

I, **(Print name)** _____ have read and fully understand all rules and polices set forth by Girdwood Volunteer Fire & Rescue, further more I will comply and adhere to all of these rules and polices with the full understanding that failure to do so may result in disciplinary action up to and including termination.

I certify that the above statements are true and complete to the best of my knowledge. I understand that a criminal history and background check, driving record check, and substance abuse test may be conducted at any time by Girdwood Volunteer Fire & Rescue (for official use only).

I understand that if accepted into the department, my position would be probationary for four (4) months after which, an evaluation of my performance will determine whether I am offered Class A status or terminated. I understand that the Chief may extend the length of my probationary period depending on my performance.

I also understand that firefighting and EMS work are hazardous activities that could cause serious injury or death. I also understand that as a probationary member I am covered by workers compensation insurance.

If accepted as a class A member, I have the present intent to maintain membership with Girdwood Volunteer Fire & Rescue for a minimum of twelve (12) months following my probationary period.

Signed and Dated this _____ Day of _____, _____
Date Month Year

Applicant Signature

Witness Signature

Girdwood Volunteer Fire & Rescue Application For Employment

DRIVING HISTORY QUESTIONNAIRE

Applicants applying for positions that require driving must complete and submit this form with the Membership Application. Girdwood Volunteer Fire & Rescue retains the right to verify information provided on this form.

1) Have you ever been convicted (anywhere in the United States OR in another country while serving in the military) of DUI/DWI, Reckless Driving, or Refusal to Submit to a Chemical Test (breath alcohol test)?

No Go to question 2

Yes Complete the following:

List each conviction and the month and year received (use additional pages, if necessary):

2) Has your driver's license been suspended, revoked, or canceled (anywhere in the United States OR in another country while serving in the military) within the last 3 year?

No Go to question 3

Yes Complete the following:

List each suspension, revocation, and cancellation along with the month and year of the action (use additional pages, if necessary):

3) How many moving violations (other than those listed above) have you been convicted of (anywhere in the United States OR in another country while serving in the military) in the past 3 years?

If you are selected for membership:

Appointment in this position will be conditional based upon submission of a current copy of your State of Alaska Department of Motor Vehicle (DMV) driving

Girdwood Volunteer Fire & Rescue Application For Employment

record, including driving records from previous states if the Alaskan driver's license was first issued within one year prior to application. Any processing fee(s) are the responsibility of the selected applicant.

If appointed in this position, you must maintain your driver's license as a condition of continued employment. Girdwood Volunteer Fire & Rescue retains the right to verify that the employee's driver's license is valid.

I AUTHORIZE Girdwood Volunteer Fire & Rescue to obtain any information relating to the facts provided on this form.

I CERTIFY THAT THE STATEMENTS CONTAINED HEREIN ARE TRUE TO THE BEST OF MY KNOWLEDGE. I understand that any incomplete, inaccurate, misleading, false or incorrect information may result in rejection of my application, disqualification from consideration, may render a membership void and/or can be cause for my dismissal upon discovery.

Date

Signature

Girdwood Volunteer Fire & Rescue

Driving Conviction Guidelines

The following is the minimum standard for consideration for Municipal positions that require driving in order to perform the essential duties of the position. "Consideration" is not a guarantee that the applicant will be forwarded for further review or selected for hire. In determining if an applicant's driving record is "acceptable," the examiner will use the date of conviction(s) and the date of the employment application.

Category	Type of Conviction(s)	Number of Convictions	0 to 3 Years (0 to 36 Months)	4 to 5 Years (37 to 60 Months)	6 to 10 Years (61 to 120 Months)	11 Years & Beyond (121 + Months)
I	DUI/DWI or Refusal to Submit to a Chemical Test	1	Not acceptable	Acceptable	Acceptable	Acceptable
	DUI/DWI, Reckless, or Refusal to Submit to a Chemical Test	2	Not acceptable	Not acceptable	Not acceptable	Acceptable
	DUI/DWI, Reckless, or Refusal to Submit to a Chemical Test	3 or more	Not acceptable	Not acceptable	Not acceptable	Not acceptable
II	Driving with a suspended revoked or cancelled license or a suspended revoked or cancelled license	1	Not acceptable	Acceptable	Acceptable	Acceptable
III	Combination of category I and II	2	Not Acceptable	Not Acceptable	Not Acceptable	Acceptable
	Combination of category I and II	3 or more	Not Acceptable	Not Acceptable	Not Acceptable	Not Acceptable
IV	Other moving violations	3 or more	Not acceptable	Acceptable	Acceptable	Acceptable

Girdwood Volunteer Fire & Rescue Respirator Medical Evaluation Questionnaire

N95, SCBA, or ½ Face Respirators

Appendix C to Sec. 1910.134: OSHA Respirator Medical Evaluation Questionnaire
(Mandatory OSHA QUESTIONS)

1. Today's date: _____
2. Your name: _____
3. Your SS # _____ - _____ - _____
4. Date of Birth: ____/____/____ Sex: Male Female
5. Your height: _____ ft. _____ in.
6. Your weight: _____ lbs.
7. Your job title: _____
8. A phone number where you can be reached by the health care professional who reviews this questionnaire: _____
9. The best time to call you at this number: _____
10. Do you know how to contact the health care professional who will review this questionnaire? Yes No (Girdwood Clinic, 783-1355)
11. Check the type of respirator you will use on this job (you can check more than one category):
 - a) N, R, or P disposable respirator (filter-mask, i.e. TB mask (N95), non-cartridge type only).
 - b) Other type (for example, half- or full-face piece type, powered-air purifying, supplied-air, self-contained breathing apparatus)
12. Have you worn a respirator? Yes No If yes, what type?

13. List chronic medical problems: _____
 None
14. List any medications you currently take: _____
 None
15. Do you CURRENTLY smoke tobacco, or have you smoked tobacco in the last month? Yes No
If yes, what (cigarettes, cigars, pipe etc) and # per day: _____

Girdwood Volunteer Fire & Rescue Respirator Medical Evaluation Questionnaire

16. Have you ever had any of the following conditions?
- a) Seizures (fits): Yes No
 - b) Diabetes (sugar disease): Yes No
 - c) Allergic reactions: Yes No
 - d) Claustrophobia : Yes No
 - e) Trouble smelling odors: Yes No

Explain yes response _____

17. Have you ever had any of the following pulmonary or lung problems?
- a) Asbestosis: Yes No
 - b) Asthma: Yes No
 - c) Chronic bronchitis: Yes No
 - d) Emphysema: Yes No
 - e) Pneumonia: Yes No
 - f) Tuberculosis: Yes No
 - g) Silicosis: Yes No
 - h) Pneumothorax: Yes No
 - i) Lung cancer: Yes No
 - j) Broken ribs: Yes No
 - k) Any chest injuries: Yes No
 - l) Any chest surgeries: Yes No
 - l) Any other lung problems: Yes No

Explain yes response _____

4. Do you **currently** have any of the following symptoms of pulmonary or lung illness?

- a) Shortness of breath: Yes No
- b) Shortness of breath when walking fast on level ground or walking up a slight hill or incline: Yes No
- c) Shortness of breath when walking with other people at an ordinary pace on level ground: Yes No
- d) Have to stop for breath when walking at your own pace on level ground: Yes No
- e) Shortness of breath when washing or dressing yourself: Yes No
- f) Shortness of breath that interferes with your job: Yes No
- g) Coughing that produces phlegm (thick sputum): Yes No
- h) Coughing that wakes you early in the morning: Yes No
- i) Coughing that occurs mostly when you are lying down: Yes No
- j) Coughing up blood in the last month: Yes No

Girdwood Volunteer Fire & Rescue Respirator Medical Evaluation Questionnaire

Yes No

k) Wheezing: Yes No

l) Wheezing that interferes with your job:
 Yes No

m) Chest pain when you breathe deeply:
 Yes No

n) Any other symptoms that you think may be related to lung problems:
 Yes No

Explain yes response _____

5. Have you ever had any of the following cardiovascular or heart problems?

a) Heart attack: Yes No

b) Stroke: Yes No

c) Angina: Yes No

d) Heart failure: Yes No

e) Swelling in your legs or feet Yes No

f) Heart arrhythmia: Yes No

g) High blood pressure: Yes No

h) Any other heart problem: Yes No

Explain yes response _____

6. Have you ever had any of the following cardiovascular or heart symptoms?

a) Frequent pain or tightness in your chest:
 Yes No

b) Pain or tightness in your chest during physical activity:
 Yes No

c) Pain or tightness in your chest that interferes with your job:
 Yes No

d) In the past two years, have you noticed your heart skipping or missing a beat:
 Yes No

e) Heartburn or indigestion: Yes No

f) Any other symptoms that you think may be related to heart or circulation problems: Yes No

Explain yes response _____

7. Do you currently take medication for any of the following problems?

a) Breathing or lung problems: Yes No

b) Heart trouble: Yes No

c) Blood pressure: Yes No

Girdwood Volunteer Fire & Rescue Respirator Medical Evaluation Questionnaire

d) Seizures (fits): Yes No

Explain yes response _____

8. If you've used a respirator, have you ever had any of the following problems:
(If you've never used a respirator, check the following box and go to question 9)

- a) Eye irritation: Yes No
- b) Skin allergies or rashes: Yes No
- c) Anxiety: Yes No
- d) General weakness or fatigue: Yes No
- e) Any other problem that interferes with your use of a respirator:
 Yes No

Explain yes response _____

9. Do you have a full face beard, or facial hair extending to the neckline?
 Yes No

10. Would you like to talk to the health care professional who will review this
questionnaire about your answers? Yes No

FOR GFD USE ONLY:

- MEDICALLY CLEARED
- NOT MEDICALLY CLEARED PENDING FURTHER INFORMATION
- NOT MEDICALLY CLEARED PENDING PHYSICAL ASSESSMENT
- Respirator Physical

PHYSICIAN SIGNATURE: **DATE:**

Comments:

Girdwood Volunteer Fire & Rescue Applicant Checklist

Applicants are required to complete this checklist prior to being placed on the Probationary Waitlist. Upon completion, this checklist and all associated documentation will be filed in the applicant's personnel file.

Verification of Application for Employment

Reviewer Signature Date

Driving Record

Must be dated within 30 days from the date of application with GVF&R.

Reviewer Signature Date

Background Check

Must be dated within 30 days from the date of application with GVF&R.

Reviewer Signature Date

Applicant Interview Completed

Chief's Signature Date

FTO/RTO Signature Date

Comments:

Girdwood Volunteer Fire & Rescue Orientation Checklist

Assigned Property

By signing and initialing below you are verifying that you have received GVF&R property. All items assigned for your use remain property of GVF&R and must be surrendered to GVF&R upon request or upon any change of status with GVF&R (e.g. inactive status, extended leave, suspension, termination, etc.).

Radio			
_____	_____	_____	_____
Radio #	Probationary Signature	Date	
<i>Initial each item received below</i>			
___ Battery	___ Battery	___ Charger	___:_____
Pager			
_____	_____	_____	_____
Pager #	Probationary Signature	Date	

PPE

_____	_____	_____	_____
Issuing Officer	Probationary Signature	Date	
<i>Initial each item received below</i>			
___ FF Helmet	___ FF Jacket	___ FF Pants	___ FF Boots
___ FF Gloves	___ Extrication Gloves	___ Flashlight	
___ Uniform Shirt (1)	___ Uniform Shirt (1)	___ Medic Boots	
Medic Pants			
GVF&R will reimburse a member for one (1) pair of medic pants. You have 30 days from the date of purchase to submit your receipt along with a signed copy of this page for reimbursement.			
_____	_____	_____	_____
Date Purchased	Probationary Signature	Date Submitted	

Hepatitis B Vaccination Consent or Declination Form

Immunization with a Hepatitis B vaccine can provide an effective, long lasting protection against acquiring the Hepatitis B virus. Immune globulin and Hepatitis B immune globulin provide a short-term passive immunity (3~6 months) in certain instances after known exposure to the virus has occurred.

I understand the Fire Department is offering the vaccine and recommends that all personnel at occupational risk be immunized, but is leaving the decision to receive the vaccine up to me.

I understand that there are several vaccines commercially available: One of them is Recombivax- a vaccine produced in yeast cells. The vaccine has been reported in medical literature to be safe and effective in conferring immunity to the Hepatitis B virus. I understand that Recombivax is the vaccine that will be given to me, depending on the availability.

Immunization consists of three intra-muscular injections, given in the upper arm, at specified intervals over a six month period. The second and third doses are at one and six months, respectively, after the first dose are received.

CONSENT:

I have read the information on this form and the accompanying fact sheet about hepatitis B and the vaccine. I have had an opportunity to consult with my physician and to ask questions. Any questions were answered to my satisfaction. I understand the common risks and the alternatives to receiving the vaccine, Recombivax, and request that it be given to me.

I agree to receive all three injections in the series.

Date: _____ Signature: _____

Name: _____

DECLINATION:

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine, at no charge to myself. However, I decline hepatitis B vaccination at this time. I understand that by declining this vaccine I continue to be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Date: _____ Signature: _____

Name: _____

Girdwood Volunteer Fire & Rescue Probationary Checklist

Probationary members will be required to successfully complete this checklist prior to becoming a Class A member. This checklist will allow Probationary members to become familiar with GVF&R policies as well as Fire and EMS operations. Upon completion, this checklist and all associated documentation will be filed in the member's personnel file.

Radio & Communication Procedures - PPI 500-008

Instructor Signature Probationary Signature Date

Inventory of Medic Rigs –
Completed inventory sheets should be attached to this.

Instructor Signature Probationary Signature M41Date M42 Date

Ambulance Operations

- Responding
- In Service Area
- Medic Meets
- At Hospital
- In Service/Returning to Quarters
- In Quarters

Instructor Signature Probationary Signature Date

Helicopter Operations

- Setting up an LZ
- Ground to Air Communication
- Working near helicopters

Instructor Signature Probationary Signature Date

Girdwood Volunteer Fire & Rescue Probationary Checklist

Drive M41 & M42 Total of Four (4) Times

**You must have at least three different instructor signatures*

Instructor Signature

Probationary Signature

Date and Rig#

Instructor Signature

Probationary Signature

Date and Rig#

Instructor Signature

Probationary Signature

Date and Rig#

Instructor Signature

Probationary Signature

Date and Rig#

Tender 42 Inventory

Instructor Signature

Probationary Signature

Date

Tender 41 Inventory

Instructor Signature

Probationary Signature

Date

Engine 41 Inventory

Instructor Signature

Probationary Signature

Date

Rescue 41 Inventory

Instructor Signature

Probationary Signature

Date

Fire S.O.G. Exam

Instructor Signature

Probationary Signature

Date

ICS 100 – Interactive Web-based Course

Online course is available at: <http://emilms.fema.gov/IS100b/index.htm>

Complete the online course, print out your certificate and bring to the Fire Department.

FTO/RTO Signature

Probationary Signature

Date

Girdwood Volunteer Fire & Rescue Probationary Checklist

ICS (NIMS) 200 – Interactive Web-based Course

Online course is available at: <http://emilms.fema.gov/IS200b/index.htm>

Complete the online course, print out your certificate and bring to the Fire Department.

FTO/RTO Signature

Probationary Signature

Date

Hepatitis B Series 2nd Shot or Declination

If you are declining, please fill out the Hepatitis B declination form.

Health & Safety Officer

Probationary Signature

Date

Hepatitis B Series 3rd Shot or Declination*

**Only required as a probationary checklist item if the appropriate time has passed for the member to receive the 3rd shot.*

Health & Safety Officer

Probationary Signature

Date

Completed the minimum Call Shifts (four per month) and Training Meetings (75%) during the Probationary Period

Captains Signature

Probationary Signature

Date

Final Chief's Interview

Chief's Signature

Probationary Signature

Date