

***Rhode Island Fire Instructors
Association
National Fire Academy Weekend
July 12 – July 13, 2014***

***Rhode
Island***



***South
Carolina***

The Rhode Island-South Carolina State Weekend offers firefighters the opportunity to experience the National Fire Academy's educational offerings and share in the many amenities that the Academy has to offer. Students spend two days in the classroom sharing and learning new subject materials.

On Saturday evening a short memorial service is held at the newly renovated National Fallen Firefighter's Memorial to honor Rhode Island's fallen firefighters. The memorial service is followed by a steak and chicken barbecue where firefighters can network and meet new friends from the South Carolina fire service. It's a full weekend experience that will leave you with a positive outlook. The National Fire Academy is everyone's fire academy. All firefighters should take advantage of it and enjoy the experience.

NOTICE TO APPLICANTS FOR FY 2014 NFA OR EMI COURSES

To reduce the risk of identity theft, FEMA, the National Fire Academy (NFA), and the Emergency Management Institute (EMI) are eliminating the use of the Social Security Number (SSN), where possible. One of those areas is when applying for any NFA or EMI training.

Who is affected? Anyone applying for any of the courses listed below delivered on or after October 1, 2012.

1. All NFA courses including State-sponsored courses
2. EMI courses at the National Emergency Training Center (NETC), at the Noble Training Facility (NTF), or in the field (L courses).

What do I need to do? Obtain a FEMA Student Identification (SID) number if you do not already have one from the Center for Domestic Preparedness.

How do I obtain my FEMA Student Identification (SID) number?

Step 1: To register, go to <https://cdp.dhs.gov/femasid>

Step 2: Click on the “Need a FEMA SID” box on the right side of the screen.

Step 3: Follow the instructions and provide the necessary information to create your account.

Step 4: You will receive an email with your SID number. You should save this number in a secure location.

What do I do with this new SID number I’ve been assigned?

The SID number must be used in place of the SSN on your General Admissions Application (FEMA Form 119-25-1, Box 3) and the General Admissions Application Short Form (FEMA Form 119-25-2, Box 3) for any courses that begin on or after October 1, 2012.

Why is it important to register and obtain an SID?

Applications for any NFA or EMI courses that begin on or after October 1, 2012, and do not include the training registration number will not be processed until the FEMA SID is provided to NETC Admissions.

DEPARTMENT OF HOMELAND SECURITY
 FEDERAL EMERGENCY MANAGEMENT AGENCY
GENERAL ADMISSIONS APPLICATION SHORT FORM

See Reverse for
 Privacy Act Statement

O.M.B. No. 1660-0100
Expires November 30, 2016

SECTION I - GENERAL INFORMATION

1. DATE OF BIRTH (Mo, Day, Yr.)		2. GENDER <input type="checkbox"/> FEMALE <input type="checkbox"/> MALE		3. U.S. CITIZEN <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PERMANENT RESIDENT		If No, City and Country of Birth:	
4. RACE (Please check all that apply) 1. <input type="checkbox"/> AMERICAN INDIAN or ALASKAN NATIVE 2. <input type="checkbox"/> ASIAN 3. <input type="checkbox"/> BLACK or AFRICAN AMERICAN 4. <input type="checkbox"/> WHITE 5. <input type="checkbox"/> NATIVE HAWAIIAN or PACIFIC ISLANDER						4a. ETHNICITY <input type="checkbox"/> HISPANIC or LATINO <input type="checkbox"/> NOT HISPANIC or LATINO	
5. PLEASE PRINT YOUR NAME (Last, First, Middle, Suffix)					6. STUDENT IDENTIFICATION (SID) NUMBER		
7. HOME MAILING ADDRESS (Street, avenue, road no., P.O. box/city or town, and zip code)					8. WORK PHONE Number ()		
					9. HOME PHONE Number ()		
					10. FAX Number ()		
					11. E-MAIL ADDRESS		
12a. ENTER COURSE CODE AND TITLE					12b. COURSE LOCATION		12c. DATE
13. DO YOU HAVE ANY DISABILITIES (Including special allergies or medical disabilities) WHICH WOULD REQUIRE SPECIAL CONSIDERATION DURING YOUR ATTENDANCE IN TRAINING? <input type="checkbox"/> NO <input type="checkbox"/> YES (If yes, indicate & describe any special considerations required on a separate sheet)							

SECTION II - EMPLOYMENT INFORMATION

14a. NAME AND COMPLETE ADDRESS OF ORGANIZATION BEING REPRESENTED			14b. NFIRS # (NFA ONLY)	15. CURRENT POSITION AND NUMBER OF YEARS IN POSITION	
16. CHECK THE BOX(ES) BELOW THAT BEST DESCRIBE YOUR ORGANIZATION			16b. ORGANIZATION		16c. CURRENT STATUS
16a. JURISDICTION 1. <input type="checkbox"/> STATEWIDE 4. <input type="checkbox"/> SPECIAL DISTRICT/TOWNSHIP 7. <input type="checkbox"/> FOREIGN 2. <input type="checkbox"/> COUNTY GOVERNMENT 5. <input type="checkbox"/> FEDERAL/MILITARY (non-DHS) 8. <input type="checkbox"/> DHS/FEMA 3. <input type="checkbox"/> CITY/TOWN/VILLAGE 6. <input type="checkbox"/> INDUSTRY/BUSINESS 9. <input type="checkbox"/> TRIBAL NATION			1. <input type="checkbox"/> ALL CAREER 2. <input type="checkbox"/> ALL VOLUNTEER 3. <input type="checkbox"/> COMBINATION		1. <input type="checkbox"/> PAID FULL TIME 2. <input type="checkbox"/> PAID PART TIME 3. <input type="checkbox"/> VOLUNTEER 4. <input type="checkbox"/> DISASTER RESERVIST

SECTION III - ENDORSEMENT AND CERTIFICATION

17a. I certify that the information recorded on this application is correct. Falsification of information will result in denial of a course certificate and stipend (U.S.C. 1001).

17b. I hereby authorize the release of any and all information concerning my enrollment in this course to the chief officer in charge, or designee, of my organization. All requests for information shall be in writing from said chief officer or designee.

17c. Further, I understand that the National Emergency Training Center (NETC), the Mt. Weather Emergency Operations Center (MWEOC), and the Noble Training Facility (NTF) are not authorized to provide medical or health insurance for students. I maintain appropriate insurance on an individual basis.

17d. I agree to abide by the rules, policies, and regulations of NETC, MWEOC and NTF. Failure to do so will result in denial of the student stipend, expulsion from the course, and possible barring from future National Fire Academy (NFA) and Emergency Management Institute (EMI) courses.

18a. SIGNATURE OF APPLICANT		18b. DATE
19. APPROVAL BY THE HEAD OF THE SPONSORING ORGANIZATION (NOT REQUIRED FOR SELF STUDY PROGRAMS)		
By signing this application, I certify that my organization does not discriminate on the basis of age, gender, race, color, religious belief, national origin, economic status, or disability in providing educational opportunities for its employees.		
19a. SIGNATURE	19b. PRINTED NAME AND TITLE	19c. DATE
20. ADDITIONAL ENDORSEMENTS FOR APPLICATION TO THE EMERGENCY MANAGEMENT INSTITUTE (NOT REQUIRED FOR SELF STUDY PROGRAMS)		
20a. SIGNATURE AND DATE (State Office)	20b. SIGNATURE AND DATE (FEMA Regional Office)	
21. SUBMIT APPLICATION TO APPROPRIATE SPONSOR		

22a. DISPOSITION

ACCEPTED REJECTED

22b. SIGNATURE OF REVIEWER

22c. DATE

EQUAL OPPORTUNITY STATEMENT

NFA and EMI are Equal Opportunity institutions. They do not discriminate on the basis of age, gender, race, color, religious belief, national origin, or disability in their admissions and student-related procedures. Both schools make every effort to ensure equitable representation of minorities and women in their student bodies. Qualified minority and women candidates are encouraged to apply for all courses.

PRIVACY ACT STATEMENT

GENERAL - This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), Title 5 United States Code (U.S.C.), Section 552a, for individuals applying for admission to NFA
Or EMI.

AUTHORITY - Federal Fire Prevention and Control Act of 1974, as amended, Title 15 U.S.C., Sections 2201 et. seq.; Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, Title 42 U.S.C., Sections 5121, et. seq.; Title 44 U.S.C. Section 3101; Executive Orders 12127, 12148, and 9397; Title VI of the Civil Rights Act of 1964; and Section 504 of the Rehabilitation Act of 1973.

PURPOSES: To determine eligibility for participation in NFA and EMI courses. Information such as age, gender, and ancestral heritage are used for statistical purposes only.

USES: Information may be released to: 1) FEMA staff to analyze application and enrollment patterns for specific courses, and to respond to student inquiries; 2) a physician to provide medical assistance to students who become ill or are injured during courses; 3) Members of the Board of Visitors for the purpose of evaluating programmatic statistics; 4) sponsoring states, local officials, or state agencies to update/evaluate statistics of NFA and EMI participants; 5) Members of Congress seeking first party information; and 6) Agency training program contractors and computer centers performing administrative functions.

EFFECTS OF NONDISCLOSURE - Personal information is provided on a voluntary basis. Failure to provide information on this form, however, may result in a delay in processing your application and/or certifying completion of the course.

PAPERWORK BURDEN DISCLOSURE NOTICE

*Public reporting burden for this data collection is estimated to average 6 minutes. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 1800 South Bell Street, Arlington, VA 20598-3005, Paperwork Reduction Project (1660-0100) **NOTE: Do not send your completed form to this address.***

Rhode Island National Fire Academy Weekend *Agenda*

- All meals will be provided from Friday evening through Sunday lunch.
- Lodging is provided for Friday and Saturday nights.
- **Mandatory Orientation Session:** Friday evening, July 11, 2014. After orientation, a social will be held with members from the South Carolina fire service.
- Saturday evening, a special Fallen Firefighters Memorial will be held after class.
- Saturday, July 12th, classes start at 8 a.m. to 5:30 p.m. A barbecue will be held at the log cabin after the memorial.
- An NFA Weekend Golf shirt will be provided

Application Process

- A completed application; both the FEMA 119-25-2 (attached) and RIFA application, must be received by **May 27, 2014**. No phone applications will be accepted. Applications must be filled out **COMPLETELY**. Incomplete applications will be returned. **Students must obtain a FEMA Student Identification Number (SID).** *(Can be obtained online)*

- *A payment of \$100 must be made out to:*

RI Fire Instructor's Association.
(Money orders or Department Checks Only)

- Please submit Completed applications to:

***Rhode Island State Fire Academy
NFA Weekend
118 Parade Street
Providence, RI 02909***

Course Offerings

Rhode Island - South Carolina

National Fire Academy Weekend

- (W166) Emergency Medical Services: Functions in the Incident Command System
- (W290) Training Operations in Small Departments
- (W315) Introduction to Unified Command for Multi-Agency and Catastrophic Incidents
- (W347) Community Risk Issues and Prevention Interventions
- (W458) Preparation for Initial Company Operations
- (W521) Executive Skills Series: Exercising Leadership to Facilitate Adaptive Change
- (W613) Cooperative Leadership Issues in Wildland/Urban Interface Operations
- (W803) Leadership I for Fire and EMS: Strategies for Company Success



NFA State Weekend

Rhode Island National Fire Academy Weekend Application:

Please print clearly all information

Name:	
Address	
City-State	
Zip Code	
Phone	
E-Mail	
Department	
Paid/Volunteer/Call	
First Course Selection	
Second Course Selection	
Third Course Selection	
Shirt Size	
Interested in Bus Transportation	

*Mail to: Rhode Island State Fire Academy
NFA Weekend
118 Parade Street
Providence, RI 02909*

NOTE: Return by May 27, 2014 and attach completed NFA application.

Course Descriptions

All students must complete ICS 100-200 level training preferred courses Q462 & Q463 can be done on-line at www.nfaonline.dhs.gov

W166 Emergency Medical Services: Functions in the Incident Command System

Students will practice use of the Incident Command System in coordination with other public safety responders. As a follow-up to ICS100 and ICS200 training, this course will present scenarios requiring responders to structure their EMS resources within the guidance of NIMS ICS, as appropriate to the needs of the different incident types. Through simulation and role-playing, students will demonstrate the implementation of EMS components in an ICS system at medium or large-sized incidents.

W290 Training Operations in Small Departments

This course will provide students with basic tools and skills to coordinate training in a small fire/EMS organization. A training function in a smaller department typically may include conducting training drills and coordinating training with a nearby larger city or State training function. Course content includes: Leadership issues in fire service training such as why and how the local training officer must be a catalyst for change and personal motivators within the department; identifying the legal issues affecting the training function including an understanding of a standard of care and the impact of OSHA and NFPA standards; safety considerations in training; marketing training internally; and identifying ways to justify training needs.

W315 Introduction to Unified Command for Multi-Agency and Catastrophic Incidents

This course is designed for those officers who would likely function in a Command or General Staff position during a multi-agency operation. Students will be exposed to lectures and activities designed to promote a better understanding of multi-agency needs and a Unified Command structure. This course is designed to provide an understanding of the requirements of a Unified Command organization and the skills necessary to operate effectively at complex incidents.

W347 Community Risk Issues and Prevention Interventions

This two-day course is designed for students who work in the field of prevention. Students learn a basic overview of the “three Es” of prevention – Education, Engineering, and Enforcement. The course concludes that the most effective way to combat community risk issues is to develop strategies that use all “three Es.” The course is designed to provide the motivation and leadership for local organizations to enhance their prevention efforts. Course content includes: evaluation of the types of levels and community prevention; how injuries, fires, and burns can be prevented; strategies and countermeasures to help people understand the injury, fire, or burn event and reduce the loss; and prevention approaches – behavior changes, legislation, and enforcement and engineering.

W458 Preparation for Initial Company Operations

This course is designed to develop a better understanding of the roles and responsibilities of a Company Officer in preparing their company for incident operations. In addition, to clarify the transition from firefighter to company officer and the new roles relating to leadership and safety. This course is designed for company officers, acting company officers, or senior firefighters responsible for the management of a single fire company at an emergency incident or those officers who are responsible for company readiness, personnel safety, and leadership as it relates to company operation.

W521 Executive Skills Series: Exercising Leadership to Facilitate Adaptive Change

This course will provide skills to individuals in positions of authority who can use them to exercise leadership when confronted with adaptive challenges. The goal of this course is for the student to develop an understanding of skills associated with exercising leadership to resolve adaptive problems, those problems where the solution is either unknown or requires significant change or both.

W613 Cooperative Leadership Issues in Wildland/Urban Interface Operations

This course will provide students with the essential tools and skills to operate safely in a wildland/urban interface incident. It is designed in a modular format to be offered as a two-day course or optional modules after completing Command and Control of Wildland/Urban Interface Fire Operations for the Structural Chief Officer. Course content covers strategy development (simulation exercise), overview of the emergency management plan, new development issues, working with property owners, environmental, cultural and historic issues, news media, and cooperative leadership (simulation exercise).

W803 Leadership I: for Fire and EMS Strategies for Supervisory Success

This 2-day course is designed to meet the needs of the Company Officer with the basic skills and tools needed to perform effectively as a leader in the fire service environment. This Leadership course addresses when and how to delegate to subordinates, assessing personal leadership styles through situational leadership, when and how to discipline subordinates, and coaching/motivating techniques for the Company Officer.

Registration

Enrollment in each program is limited; therefore, early registration is recommended. **Return completed registrations to the Rhode Island Fire Academy no later than May 27, 2014.**

Travel Arrangements

You must make your own travel arrangements for the trip. Driving time is typically 8 hours from Rhode Island. Air travel can be arranged to either Washington National Airport or Baltimore-Washington International Airport. You will be responsible for providing your own transportation to NFA if you wish to fly. The Fire Chiefs will be donating a bus for transportation. Please indicate on the application if you are interested in this option.

Transportation costs are the responsibility of the student or his/her organization and will not be reimbursed by the National Fire Academy or the Rhode Island Instructors Association. Be sure to arrive at the NFA by 3 p.m. on Friday to check into the dormitory and attend the orientation session.

NFA No-Show Policy

It is the policy of the National Fire Academy that persons who fail to show up for class and have not canceled their enrollment will be suspended from attending NFA courses for a period of three years.

