



## County of Grande Prairie Regional Fire Service

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# PART TIME FIREFIGHTER INFORMATION MANUAL



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## **INTRODUCTION**

Thank you for your interest in becoming a part time member of the County of Grande Prairie Regional Fire Service. We are committed to recruiting talented and motivated individuals, who possess a high level of integrity, and have a desire to serve our community.



Part Time firefighter Katie Blakely and Captain Jason Nesbitt training in advanced rope rescue techniques

Part time firefighters are integral members of our team who play a key role in the delivery of fire services to the County of Grande Prairie No.1. Not only do our part time firefighters work alongside our career firefighters at major incidents, part time firefighters often respond independently to simultaneous calls for service. Part time firefighters respond to fires, rescues, medical aid, hazardous materials, and a host of other calls to aid the public. The County of Grande Prairie Regional Fire service responds to over 2000 events annually. Apart from direct support to emergency operations, our part time firefighters contribute countless hours of volunteer time in support of community activities.

Our part time firefighters are trained to internationally recognized standards. The requirement to operate independently means that our part time firefighters are well trained to perform their duties.

Part time firefighters come from all walks of life from school teachers, to tradesmen, to paramedics. Some of our part time firefighters choose to take advantage of the skills and experience that they gain by pursuing a full time career in the fire service. Being a part time firefighter is rewarding, exciting and fun.

## **OUR SERVICE**

The County of Grande Prairie Regional Fire Service has 6 County fire halls located in the Hamlets of Bezanson, Clairmont, Hythe, La Glace, Teepee Creek and in the County of Grande Prairie South Industrial Park (Dunes). Our service is equipped with:

- 12 engines
- 1 ladder truck (105')
- 4 rescue trucks
- 9 tenders
- 5 brush trucks
- 9 squads
- 1 fire prevention car
- 1 investigation truck
- 1 hazmat Trailer
- 2 structural protection units
- 2 utility vehicles
- 2 quads
- 2 snow machines
- 1 side by side
- 2 training trailers
- 1 large animal rescue trailer
- 1 mobile support unit bus
- 1 skid steer



Clairmont Station 14  
Ladder 1401

In 2021, the County of Grande Prairie Regional Fire Service and its contract partners responded to over 2000 calls for service.

## **THINGS TO CONSIDER BEFORE APPLYING**

The County of Grande Prairie part time firefighter recruit selection process is lengthy, competitive and complex. You need to be prepared to complete the various stages on demand and in a short period of time.

A commitment to maintaining a daily fitness regime and monitoring personal wellness is essential to ensuring firefighter safety and longevity. It is important that you have the strength, stamina and cardiovascular conditioning required to take on the physical challenges of this career. Ethical behavior and accountability must be part of your nature. Taking responsibility for, and ownership of your actions is vital to success.

## **TIPS DURING THE RECRUITMENT PROCESS**

There is no single factor to ensure success in your pursuit to join the County of Grande Prairie Regional Fire Service as a part time firefighter, however we do offer you these tips:

1. If your personal contact information changes, please inform the recruitment committee immediately at [firerecruitment@countygp.ab.ca](mailto:firerecruitment@countygp.ab.ca)
2. Before you submit your firefighter application, take the time to learn all you can about the job. Familiarize yourself with the job tasks, the different steps in the hiring process and about our County. Do your homework, it is better to be over prepared!
3. You must be able to follow and act on complex oral and written instructions; you will be evaluated on these skills throughout the recruitment process.
4. We expect you to be prepared and ready to participate in our assessments at all times.
5. Job fit/suitability is one of many critical factors considered in our decision-making processes. Impletion and/or passing all steps in the recruitment process does not ensure a job offer.
6. If at any point in the process you do not meet the required competencies, you will be advised that you will not proceed in the process at this time.



Clairmont Station 14  
Engine 1401, Ladder 1401, Engine 1701

## **SELF-EVALUATION QUESTIONNAIRE**

Use these questions to help you decide if becoming a County of Grande Prairie Regional Fire Service part time firefighter is a good fit for you.

### **ASK YOURSELF:**

- Does my lifestyle support ethical and responsible choices and actions?
- Am I prepared to maintain a level of professionalism on and off duty?
- Does my lifestyle align itself with the Fire Rescue Service values of respect, pride, professionalism and teamwork?
- Have I been free from involvement in unlawful activities?
- Am I actively supporting my community for the benefit of others?
- Have I adopted and do I maintain physical fitness as a way of life [i.e., daily workouts]?
- Am I physically able to perform firefighter job tasks?
- Am I able to meet the training requirements?
- Can I work for extended periods of time under difficult and strenuous conditions?
- Am I free of phobias relating to height, confined spaces and able to maneuver with limited or no visibility?
- Am I comfortable using different hand/power tools and technical equipment?
- Can I disengage from emotional suffering, tragedy or loss of life in order to complete essential job tasks?
- Do I have a support system in place for debriefing and stress relief?
- Have I considered the impact serving as a part time firefighter may have on my family environment?
- Am I familiar with and able to operate within a paramilitary working environment?
- Am I able to work harmoniously in close quarters with other people?
- Do I treat all people with respect, dignity and professionalism regardless of race, creed, gender or beliefs?
- Am I able to and do I take steps to maintain a positive attitude?
- Am I able to motivate myself? Do I motivate others?
- Do I actively engage myself in a problem solving capacity?
- Am I able to follow and carry out complex oral and written instructions?
- Do I have an aptitude for life-long learning?
- Do I meet and am I prepared to maintain the minimum qualifications?

More information on firefighter environmental and working conditions can be found in Appendix A.

## **FIREFIGHTERS' BENEFITS**

Part time firefighters are covered by Workers Compensation Board Alberta benefits. In addition, part time firefighters are covered by a separate policy paid for by the County, which provides up to an additional \$100,000 accidental death & dismemberment medical coverage.

Part time firefighters are provided with work uniforms and all necessary PPE in accordance with the collective agreement. Uniforms and PPE remain the property of the County of Grande Prairie and must be returned upon request.

Part time firefighters are eligible to receive a Health and Wellness Benefit of up to \$750 per year, prorated based on the 2184 regular working hours of a full time employee.

## **FIREFIGHTERS' TAX DEDUCTIONS**

Urban (Clairmont/Dunes Station) Part Time firefighters are not eligible for the tax credit.

## **HOURS OF WORK**

Part time firefighters are expected to sign up for a minimum of 4 shifts per calendar month. This minimum hourly requirement is mandatory and is specified as a condition of employment in the collective bargaining agreement between (CBA) The County of Grande Prairie and The County of Grande Prairie Professional Firefighters, Local 5108 of the International Association of Firefighters.

## **COMPENSATION**

New recruits are considered firefighters in training for the first several months of their probationary period. With this, a base hourly rate of \$25.46/hr is the compensation rate until all training and task book requirements are met to become a union member.

Once in the union, the hourly rate is \$34.20 per hour plus 6% in lieu of benefits and a night shift differential of \$1.25.

-Day shift rate \$36.25/hr inclusive of 6%

-Night shift rate \$37.50/hr inclusive of 6% and shift differential

Part time firefighters earn 1.5x overtime after they have exceeded 44 hours in a week or for the first 2 hours of shift extension overtime. Any call backs or overtime with less than 24 hours notice or more than 2 hours of shift extension overtime is paid at 2x the hourly rate.

Part time firefighters are also eligible to earn sick leave benefits at the rate of up to 6.3 hours per month dependent on hours worked. The maximum part time sick time bank accrual is 378hrs.

**\*\*Note the collective agreement between the County of Grande Prairie and Local 5108 expired December 31st, 2021 and a new agreement is currently being negotiated.**



## TRAINING WE PROVIDE

We offer our part time firefighters additional training from the Justice Institute of British Columbia, the Alberta Office of the Fire Commissioner, and / or Lakeland College. This additional training provided by the department includes, but is not limited to:

- NFPA 1002 – Chapter 6 Aerial Operations
- NFPA 1002 – Chapter 5 Apparatus Pump Operator
- NFPA 1021 – Fire Officer
- NFPA 1041 – Fire Service Instructor
- NFPA 1051 Wildland Firefighter
- Incident Command System 100 - 300
- Ice Rescue Technician
- Technical Rope Rescue
- NFPA 1035 - Public and Life Safety Educator
- Blue Card Incident Command Certification
- Other courses and seminars as available



Part time Firefighter and Instructor  
during an Ice Rescue Training evolution



Brush 1701 from Dunes Station #17



1051 Wildland Training

## **MINIMUM FIREFIGHTER QUALIFICATIONS**

### **You must be:**

- At least 18 years of age on the date of your application.
- Eligible for employment in Canada: You must be a Canadian citizen, a holder of a Permanent Resident Card, a Landed Immigrant or otherwise legally entitled to work in Canada (i.e., holder of a work visa).
- You must provide documents (at the specified time on the application form) verifying you have:
  - A High School Diploma or equivalency - equivalencies can include a High School Equivalency Diploma (i.e., G.E.D.), or a two-year diploma, or an undergraduate/applied degree or journeyman certificate.
  - A valid Class 1, 2, or 3 Provincial driver's license, with an airbrake endorsement. No more than six (6) demerit points for the past 5 years and no current suspensions or driving prohibitions. Probationary or Graduated Driver's licenses will not be accepted.
  - Ability to communicate fluently in English, both orally and written.



### **Required Training**

- NFPA 1001 Level 1 and 2 (IFSAC and/or Proboard)
- NFPA 472/ 1072 Awareness and Operations (IFSAC and/or Proboard)
- Standard First Aid (current) and an Emergency Medical Responder Certificate or Standard First Aid (current) and AHS Medical First Responder Certificate or Provincially Registered Emergency Medical Responder, Primary Care Paramedic or Advanced Care Paramedic Practice Permit
- Valid CPR Level C Health Care Provider with AED
- ICS 100 Certificate

### **Important Qualifications Notes**

- It is your responsibility to understand and meet the minimum qualifications before you submit your application.
- You are to provide legible proof of minimum qualifications as requested in the application form.
- You will need to maintain your qualifications throughout the assessment processes.
- Failure to meet the minimum requirements will result in the rejection of your application file.
- If you are found to have falsified or intentionally misrepresented your credentials, your application file will be permanently closed. No future applications will be accepted from you.



## **RECRUITMENT PROCESS**

The part time firefighter recruitment process has eleven steps.

- Step 1 – Application / Prescreen
- Step 2 – Open House / Information Session (If hosted)
- Step 3 – Document Review
- Step 4 – Ergometrics Fire Team Testing
- Step 5 – Aptitude Test
- Step 6 – Physical Demands Test
- Step 7 – Interview
- Step 8 – Selection Committee
- Step 9 – Eligibility List
- Step 10 – Conditional Job Offer
- Step 11 -- Psychological evaluation from County Fire Psychologist
- Step 12 – Medical Clearance from County Fire Physician

Applicants selected to move on to the next step will be notified via email or voice mail. It is the candidate's responsibility to ensure email addresses and phone numbers are up-to-date, and to check emails on a regular basis to ensure that process deadlines are met. All testing stages are in person, and cannot be faxed, emailed or completed online.

## **Firefighter Selection Process Overview**

### **STEP 1 – Application/Prescreen**

Carefully review each section of the online application. It is your responsibility to understand the application form and to provide all the requested information. Answer all questions completely and honestly. You are responsible for the accuracy of all statements. Full disclosure of information is expected. Should a particular section not apply to you, write 'n/a'.

#### **Applicant Information**

This section allows us to contact you.

#### **Required Licenses, Certificates and Qualifications**

This section is to verify that you will meet the minimum application qualifications. You are to provide legible photocopies of supporting documentation for specific items identified on the Application Form to confirm that you meet the requirements and that your certifications are valid. Be prepared to produce the original or certified copies of these documents for review when requested.

#### **Driver's License Information**

You must hold a valid Alberta Driver's License (minimum Class 3Q) with no more than six (6) demerit points and no current suspensions or prohibitions from driving.

#### **Desirable Training and Experience**

This section lets us know about any credentials you may have attained (i.e. certificates, diplomas, degrees, etc.) at an accredited school. This section also lets us know what types of licenses and certificates you have received as well as any special skills or training you may have. This area will also allow you to showcase your personal achievements or experiences that you believe are relevant to this position. Proof of completion may be required at a later date.

### **Employment History**

This section represents your employment history. Outline information to the best of your ability. If contact information is no longer available for a past employer, indicate so.

### **Medical Release Form**

The Medical Release Form is to be reviewed and signed off by a Qualified Medical Doctor. The cost of the Medical Assessment will be paid by the applicant.

### **Applicant's Declaration**

Carefully review each statement thoroughly, and sign the declaration.

### **STEP 2 – Open House / Information Session**

Applicants are recommended to attend a scheduled information session at the fire hall and receive a tour of the station. During the information session, applicants will learn more about the County of Grande Prairie Regional Fire Service, our recruitment process, the expectations that the service has of a part time firefighter and what the County of Grande Prairie Regional Fire Service provides a part time in return. Currently serving part time firefighters and their partners will be there to share their experiences. Applicants are encouraged to bring their partners or significant others to this orientation session.

### **STEP 3 – Documentation Review**

At this stage of the process, we substantiate this information through the following:

- Confirming the validity of credentials and certificates submitted as part of your application process.
- County of Grande Prairie Regional Fire Service staff will contact your references. Your references will be asked about their experiences with you as an employee. You may be asked to provide additional references if the data received is insufficient.
- You will be asked to complete a criminal record search and vulnerable sector record check (at the applicants expense).

### **STEP 4 – Ergometrics FireTeam Testing**

The Ergometrics FireTeam testing is a video-based written test that is intended to measure the applicant's aptitudes and skills in the area of teamwork, customer service, interpersonal relations, mechanical aptitude, basic math and reading. This testing is graded by a third party. The pass score is 70%. (To be completed at the applicants expense.)

### **STEP 5 – Fire Service Aptitude Test**

This 50 question aptitude test covers basic firefighting knowledge pertaining to NFPA 1001, 472 / 1072, 1002, 1051, ICS 100, basic mathematics, and mechanical aptitude. The pass score is 70%.

### **STEP 6 – Physical Demands Test**

Applicants will undergo a physical demands test to assess physical suitability to performing the tasks of a firefighter. In addition, applicants will be assessed for manual dexterity, comfort with working from heights and comfort with wearing self-contained breathing apparatus. The physical abilities assessment process is described in Appendix B.

**Candidates will be required to present a clearance letter signed by a physician indicating that the candidate is medically able to undertake the physical demands test.**

### **STEP 7 – Interview**

The intent of the interview is to allow us to learn more about you, your experiences and your abilities from your perspective. The interviewer will be rating you based on the responses you provide. You should answer the questions in a clear and concise manner. The behavioral questions will help determine if you meet the criteria for successful job performance. The interview is also an opportunity for you to display your best attributes.

**You are required to provide an original driver's abstract before your interview from all jurisdictions in which you have been a licensed driver in the last five years. (At the applicants expense.)**

### **STEP 8 – Selection Committee**

Our selection process is based on consideration of your competencies, skills, physical abilities and job fit.

### **STEP 9 – Eligibility List**

Applicants will be ranked on their performance and be placed on the eligibility list. Applicants will remain on the eligibility list for a period of no longer than 6 months or until they receive a conditional job offer.

### **STEP 10 – Conditional Job Offer**

Candidates selected to receive a conditional job offer will receive an initial verbal offer of employment followed up with a confirmation in writing. Once a conditional job offer has been issued, the applicant will then be required to meet several conditions prior to their start date.

### **STEP 11 – Medical Clearance from County Fire Physician**

Applicants who have been provided with a conditional job offer will be required to participate in a medical exam with a County Fire Physician. This exam will confirm that the applicant is medically able to perform the duties of part time firefighter.

**Accommodations to complete steps 2,4,5,6, and 7 will be made available for out of region applicants.**

### **PROBATIONARY PERIOD**

New part time firefighters are placed on a probationary period for a minimum of 1 year. During your probationary period, you will undergo extensive training and evaluation to determine ongoing suitability as a part time firefighter. You will undergo quarterly evaluations regarding your strengths and weaknesses, to ensure you have the tools to successfully complete your probationary period. During this period, you will be required to successfully complete the County of Grande Prairie Regional Fire Service Pump Operator Task Book, the Medical First Responder Task Book, exam, EMS ride-along, and successfully complete Ice Rescue Technician training or Rope Rescue Operations training or Dangerous Goods Technician training. Candidates who fail to successfully complete their probationary period will be released from the County of Grande Prairie Regional Fire Service.

## **FREQUENTLY ASKED QUESTIONS – MINIMUM QUALIFICATIONS**

- 1)     **Q**     “How can I determine if a medical condition I have makes me ineligible for hire?”
- A**     Your physician is the best resource for information on your personal health. We encourage you to book a complete physical with your physician before you decide to submit a firefighter application to identify and/or discuss any condition(s) that may affect your ability to perform essential fire fighter job tasks. Please do not submit a vision report, audiogram report or any other medical information with your application. You will be required to have your physician complete a form indicating that you are fit to undergo the recruit process physical testing.
- 2)     **Q**     “I did not complete a High School Diploma. What will you accept as a suitable equivalent?”
- A**     We will accept a High School Equivalency Diploma [i.e., G.E.D.], a two-year diploma, an undergraduate or applied degree or an apprenticeship or journeyman certificate.
- To find the guidelines for completing High School equivalency programs, please refer to the Provincial and Territorial Departments and Ministers Responsible for Education in Canada at [www.cmec.ca](http://www.cmec.ca) or phone (416) 962.8100.
- 3)     **Q**     “I do not have a copy of my High School or equivalency diploma? What will you accept as a suitable replacement?”
- A**     We will accept a copy of an official school transcript providing that it clearly indicates you have met the requirements to be awarded the diploma.
- 4)     **Q**     “I completed my education outside of Canada. How can I be sure it meets your qualifications?”
- A**     Please contact Alberta International Qualifications Assessment Service at <http://eae.alberta.ca/labour-and-immigration/overview-of-immigration/international-qualifications-assessment-service.aspx> to determine how your education compares to Alberta’s educational standards. If applicable, please have your non-English documents translated prior to including them with your application.
- 5)     **Q**     “Do I require a commercial vehicle driver’s license?”
- A**     Yes, a minimum Class 3 driver’s license with air brake endorsement is required to drive the aerial ladder truck and other tandem axle vehicles.

- 6)     **Q**        “Do I require previous firefighting training prior to making application?”
- A**        Yes, you need to meet the basic firefighter training requirements.

### **FREQUENTLY ASKED QUESTIONS – APPLICATION**

- 1)     **Q**        “Can I include copies of other certificates or awards I have attained?”
- A**        No. We recognize your need to include this information, however, please bring copies to the interview. There are sections in the Firefighter Application for you to provide us with these details.
- 2)     **Q**        “What happens after you’ve received my application?”
- A**        Your application package will be assessed for compliance and completeness. A review of your file will be conducted to determine its viability. You will be advised via email if you are advancing to the next stage or not, and/or of your eligibility to re-apply.
- 3)     **Q**        What other responsibilities do firefighters have other than fighting fires?
- A**        Firefighting actually represents a relatively small portion of the work of a typical fire department in today’s world. The number of residential and commercial fires has steadily decreased over the years due to a variety of factors including improvements in construction and a greater public awareness of the risk factors leading to fires and property loss.
- Fifty percent of County of Grande Prairie’s emergency responses are, in fact, calls for medical aid, including illness/accidents at home and work, injuries resulting from vehicle accidents and other medical trauma. Other calls for emergency response involve hazardous materials releases, response to fire alarms and other calls for public assistance.
- Firefighters also spend quite a bit of time maintaining equipment, assisting with public safety education, training for all types of emergency responses and filling out the reports and paperwork associated with these activities.



4) Q “Do firefighters have to do any extra training?”

A As the world changes, firefighters have to change and train along with it. The members of the County of Grande Prairie Regional Fire Service continually train to remain current with medical standards, fire suppression tactics, and even new vehicle technologies (we respond to numerous car accidents). We do offer occasional extra training opportunities on weekends. These specialized training sessions are usually voluntary and may be shared with neighboring departments.

5) Q “Who do I contact if I have additional questions?”

Please contact the County of Grande Prairie Firefighter Recruitment Committee via email at [firerecruitment@countypg.ab.ca](mailto:firerecruitment@countypg.ab.ca) and one of our members will contact you in a timely manner.

### **FREQUENTLY ASKED QUESTIONS – PHYSICAL DEMANDS TEST**

1) Q “Will I have the opportunity to practice the test before I have to take the evaluation?”

A No. The onus is placed upon the applicant to review the information in Appendix B to allow them to train accordingly. You will, however, be oriented on each task prior to being required to perform the task during the Physical Demands Test.

2) Q “How is the physical abilities assessment evaluated?”

A Candidates must pass all tasks as described in Appendix B.

3) Q What if I am unable to complete all of the tasks within the allotted time?”

A Candidates must pass all tasks as described in Appendix B, or an unsuccessful will be noted on their results.

A Candidates will be given two (2) attempts, within 14 days, to complete the Cardio Endurance test. If the candidate is unsuccessful after both attempts then the candidate will receive an unsuccessful grade for the Physical Demands Test.

4) Q “If I was unsuccessful at completing the Physical Demands Test during the recruitment process will I be able to try again in a future competition?”

A Yes. The County of Grande Prairie Regional Fire Service recruits part time firefighters annually. Your application will be kept on file for one year.

5) Q “Do I require any special equipment to take the test?”

A Candidates need to have long pants and comfortable sports shoes. The remaining required equipment will be provided by the department.

## **FREQUENTLY ASKED QUESTIONS – INTERVIEW**

1)     **Q**     “What do I need to bring with me to my interview?”

**A**     Once your interview has been booked, we will send you an e-mail outlining items you are expected to bring to your appointment.

### **Items required for your interview:**

- Your driver’s license - for identification purposes
- A Driver’s Abstract
- A current copy of your resume (optional)
- Any of the certificates and licenses you mentioned in your application form

**Note:** Failure to bring the requested items could result in the cancellation of your interview.

2)     **Q**     “What if I cannot come up with an answer to an interview question?”

**A**     You can ask to gather your thoughts or to bypass the question and return to it later. If you still cannot recall a specific experience to share, try to reflect back on any volunteer experiences or situations that you have dealt with involving your family or friends.

3)     **Q**     “How can I prepare for my interview?”

**A**     Don't wait until the last minute to prepare! Practice and preparation ahead of time are essential to your success. Our hiring needs may dictate a rapid turnaround between your aptitude test session and your interview.

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### **FREQUENTLY ASKED QUESTIONS – SELECTION PROCESS**

- 1)     **Q**        “How long will the entire recruitment process take?”  
  
          **A**        We expect that the recruitment process will take approximately four weeks.
  
- 2)     **Q**        “How often should I expect to hear from the fire department throughout the recruitment process?”  
  
          **A**        We endeavor to keep you informed and current via e-mail on the status of your recruitment file. It is your responsibility to keep us informed of any changes in contact information (email, telephone, address) or if you will be unavailable for a period of time (i.e., on vacation, out of the country, etc.).

### **FREQUENTLY ASKED QUESTIONS – Reference, Driver’s Abstract and Criminal Record Checks**

- 1)     **Q**        “Who can I use as a reference?”  
  
          **A**        The reference must be a supervisor that you have reported to in a work situation. The reference cannot be a family member.
  
- 2)     **Q**        “What is a vulnerable sector record check?”  
  
          **A**        A vulnerable sector record search is completed in conjunction with a criminal record search. The vulnerable sector search is required of all members who have contact with youth.

### **FREQUENTLY ASKED QUESTIONS – MEDICAL TESTING**

- 1)     **Q**        “Do I pay the costs of the medical testing?”  
  
          **A**        Yes. The cost of the medical testing will need to be covered by the applicant.

### **FREQUENTLY ASKED QUESTIONS – JOB OFFER AND NOTIFICATION**

- 1)     **Q**        “When would I be expected to start as a part time firefighter?”  
  
          **A**        We will be starting recruit training as soon as we can after the selection process has been completed.
  
- 2)     **Q**        “Am I expected to respond to calls right away?”  
  
          **A**        No. part time applicants must complete a recruit training program prior to working on the floor. Once on the floor, recruit firefighters will function as a 5<sup>th</sup> person.

### **FREQUENTLY ASKED QUESTIONS – GENERAL**

- 1)     **Q**     I am currently a volunteer / part time firefighter in another Municipality. Do you have an experienced firefighter transfer program?”

**A**     Experienced volunteer / part time firefighters will still need to participate in our 84 hour recruit training program (7 x 12 hour days) that includes an orientation to our department and our operational procedures. After the recruit training process, firefighters with previous training will be assessed on their level of NFPA 1001 training for appropriate placement in our on-going skills development & training maintenance programs.
- 2)     **Q**     “If I am unsuccessful at any step in the selection process, what feedback can I expect?”

**A**     General feedback will be provided wherever possible, which will outline your eligibility to re-apply, and, if applicable, the length of time that must transpire before a future application will be accepted.
- 3)     **Q**     “Why wouldn’t you accept another application if you’ve closed an applicant’s file permanently?”

**A**     Organizational and job fit are vital to success in this profession. When it is determined an applicant cannot, did not, and is unlikely to meet our standards in the future, the applicant is considered unsuitable for this position. Continuing to assess an unsuitable individual is neither cost-effective nor respectful to that person.
- 4)     **Q**     “What is the cost of additional training?”

**A**     The additional training for part time firefighters is provided free of charge. You are also paid during participation in the required training courses.
- 5)     **Q**     “Who provides insurance coverage for my activities as a part time firefighter?”

**A**     Alberta Workers' Compensation Board coverage is in effect when the individual member is performing the duties of a part time firefighter. The County of Grande Prairie also has insurance coverage for auto liability when operating Fire Service vehicles, as well as accidental death and disability coverage.
- 6)     **Q**     “Are part time firefighters directly paid in any way?”

**A**     Part time firefighters are paid for training, shifts worked and back fill hours.

- 7)     **Q**        "After my initial training period, how much time am I expected to give as a part time firefighter?"
- A**        While the exact time requirements vary, the minimum expectation is 4 shifts per month.
- 8)     **Q**        "How quickly will I be expected to respond to back fill pages?"
- A**        The County of Grande Prairie Regional Fire Service expects members to respond immediately to a back fill page (once probation is completed).
- 9)     **Q**        "How often will I be on call to respond to back fill?"
- A**        Our system depends on part time firefighters being available to back fill during major emergencies or concurrent calls to service. Therefore we expect part time firefighters, when in the County of Grande Prairie area, to be on call 24/7. Potential members should be aware that this commitment cannot be taken lightly as their response to emergencies is a lifeline to the public they serve.
- The County of Grande Prairie Regional Fire Service realizes that no one can be available all of the time; however it relies on the commitment from part time firefighters to respond whenever they are available.
- 10)    **Q**        "How long do emergency call outs last?"
- A**        The average call out lasts less than one hour. A working structure fire may extend to three to four hours. Major, multi-alarm fires may last eight to ten hours.
- 11)    **Q**        "What if I have consumed alcohol or cannabis?"
- A**        Part time firefighters are not allowed to respond to emergencies if they have consumed alcohol or cannabis. You must report fit for duty.
- 12)    **Q**        "Is it possible for me to concentrate my participation and specialize in one area of Fire Service response?"
- A**        All part time members are generalists, capable of doing any of the fire or rescue tasks that may occur at an emergency. Specialist training is provided, but not to the exclusion of the ability to participate in all Fire Service activities.
- 13)    **Q**        "How are part time firefighters integrated with career firefighters?"
- A**        The County of Grande Prairie Fire Regional Service Standard Operating Procedures dictate the training levels required, and apply to both part time and career members. In training and at emergency scenes, part time and career members operate as a team. Part time and career members both belong to the International Association of Firefighters Local 5108 and are under the same collective agreement.



## **APPENDIX A**

### **ENVIRONMENTAL AND WORKING CONDITIONS**

Environmental factors play a large role in the performance of a firefighter's duties. Some working conditions that firefighters experience as part of normal operating procedures include:

- The requirement to respond to alarms "fit for duty", both mentally and physically.
- Performing required tasks while wearing full personal protective equipment including self-contained breathing apparatus.
- Withstanding strong vibrations over extended periods of time, i.e., riding in emergency vehicles, operating/holding heavy power tools in awkward positions, etc.
- Working quickly to extinguish fires in extreme heat and when visibility is poor/non-existent.
- Experiencing physically demanding tasks during extreme fluctuations in temperature.
- Lifting, carrying, butting, extending and climbing ladders to extreme heights, while maintaining balance and maneuvering in unwieldy positions.
- Working in hazardous areas that are hot, wet, slippery, muddy, icy, dirty, cramped, etc.
- Working on and around moving machinery, vehicles and equipment.
- Being aware of and protecting against: burns and other injuries; exposure to sharp objects; hazardous substances through inhalation, injection, ingestion and absorption; high noise levels; infectious agents/biological hazards; radiation hazards; smoke; dust; noxious odors and contaminants; uninstalled or unshielded electrical equipment.

### **FITNESS REQUIREMENTS**

The Fire Service views fitness as an integral component in firefighting due to the physical strain induced while performing operational tasks. The impact varies according to each person's muscular strength/endurance, cardiovascular conditioning, motor coordination and flexibility.

### **PHYSICAL DEMANDS / BACKGROUND**

The risk of injury in firefighting and rescue work results mainly from:

- The use of various heavy machines and apparatus
- Dangerous entrances and awkward spaces
- Extreme temperature exposures
- Rapidly changing environmental conditions

In emergency situations, firefighters must be physically able to act quickly, and at times under duress. For example:

- In a multi-story structure fire, a firefighter climbs stairs while wearing heavy and cumbersome personal protective equipment [weighing up to 25-kg] and carrying tools [weighing up to 15-kg]. Following this strenuous stair climb, the firefighter must be fit enough to then carry out physically demanding operational tasks.
- In rescue operations associated with traffic accidents, a firefighter must be capable of handling hydraulic tools [weighing up to 15 kg] in strenuous and awkward work positions for considerable lengths of time.

## PHYSICAL FITNESS PREPARATION

A personal commitment to a life-long fitness regime is essential to safely performing firefighter duties. To prepare for this challenging career, you need to follow and maintain a total body program that is specific for the job tasks and one that focuses on:

- Flexibility
- Cardiopulmonary Endurance
- Muscular Strength
- Muscular Endurance

Body composition is also considered an area of physical fitness. Excess body fat increases the workload placed on the body and decreases its ability to dissipate heat. Consulting a Certified Personal Fitness Trainer or Certified Fitness Consultant can help you achieve your fitness goal.

### **CAUTION**

#### **PHYSICAL ACTIVITY READINESS**

Before beginning any exercise routine or aerobic fitness evaluation, it is essential you have an awareness of your ability to partake in physical activity.

Please read the following questions carefully and answer each one honestly. Common sense is your best guide when selecting the appropriate choice:

	Yes	No
Has your doctor ever said that you have a heart condition and recommended only medically approved physical activity?		
Do you have chest pain brought on by physical activity?		
Have you developed chest pains (while resting) in the past month?		
Do you lose consciousness or balance as a result of dizziness?		
Do you have a joint or bone problem that could be aggravated by prescribed activity?		
Is your doctor currently prescribing medication for your blood pressure or a heart condition?		
Are you or have you been pregnant within the last six (6) months?		
Are you aware, through your own experience or a doctor's advice, of any other reason against your exercising without medical approval?		

**If you have answered "Yes" to any of the above questions, please consult your physician BEFORE you begin aerobic fitness training.**

If you are uncertain how to interpret any of the questions and/or their relationship to your health, please discuss with your doctor.

## **TYPICAL TASKS AND DUTIES OF A FIREFIGHTER**

### **FIRE SUPPRESSION DUTIES**

All on-scene fire ground operations are performed while wearing department issued personal protective equipment and may include donning, doffing and regulating a self-contained breathing apparatus.

### **EMERGENCY RESPONSE / INITIAL SCENE ASSESSMENT**

- Accurately receiving/comprehending radio dispatched information
- Responding to residential/industrial/structural/wildland fire emergencies
- Responding to rescues/requests for assistance/reports of smoke
- Responding to electrical hazards/potential sites of ignition
- Safely driving/riding in firefighting/emergency apparatus in response mode
- Identifying on-scene hazards and seeking the source of the fire
- Advising commanding officers of on-scene fire conditions and hazards
- Assessing the emergency scene and determining if assistance from additional fire personnel, law enforcement, medical examiner and/or utility personnel is required
- Determining the stability of supporting surfaces
- Determining the safest route for extricating/evacuating victims
- Following radio response protocols including exchanging information with other crew members, dispatchers and commanding officers at the scene in a clear, concise manner
- Shutting off utility services to building

### **HOSE HANDLING**

- Calculating building height in meters from its floors
- Determining water stream required to reach the fire
- Calculating liters or gallons per minute out of a particular size hose
- Determining the number of lines needed to extinguish the fire
- Wrapping hose around a hydrant to stretch it out and ensure it reaches the port
- Removing the hydrant cap with a wrench
- Coupling a hose connection to the hydrant
- Coupling and uncoupling hose connections
- Dragging/extending accordion folded or flat load, uncharged
- Opening hydrant to charge fire hose
- Dragging/holding a charged hose unassisted and opening the nozzle
- Applying a hose clamp to a charged/uncharged hose

### **PUMP OPERATIONS**

- Calculating, achieving and maintaining correct water pressure for hose lines
- Operating foam dispensing equipment
- Inspecting and maintaining fire apparatus during operation by checking gauges and preventing freeze up

### **PRIMARY SEARCH**

- Verbally communicating while wearing personal protective equipment [i.e., a face piece and self-contained breathing apparatus]
- Crawling on floors with limited visibility, feeling around for the heat of the fire source
- Systematically searching for victims including missing firefighters
- Extricating trapped conscious/unconscious victims
- Dragging/carrying/removing conscious/unconscious victims from danger source
- Unassisted, dragging/carrying conscious/unconscious victims down stairs/out of buildings
- Unassisted, carrying conscious/unconscious victims down ladders

### **FIRE GROUND OPERATIONS**

- Calculating building height in meters from its floors to elevated fire apparatus and/or ground ladders to correct height
- Being aware of electrical lines/hazards when positioning fire apparatus, ladders, etc.
- Setting up Aerial Apparatus jacks/out-riggers and placing chocks
- Operating the ladder pipe from Aerial platform and positioning/raising ladder
- Removing extension ladder from apparatus and placing in position
- Butting ladder, raising halyard to desired length and then positioning the ladder by lowering it into its objective
- Climbing Aerial Apparatus and/or ground ladders
- While on a ladder or from other heights [i.e., rooftops], directing hose/nozzle at fire
- Removing from apparatus and transporting/placing heavy equipment into operation [i.e., positive pressure fans, power plants, ladders, tools]
- Hoisting equipment to upper levels with a rope
- Carrying heavy equipment up stairs
- Determining when to open roofs, walls and doors
- Making openings for ventilation using hydraulic/power/hand-tools
- After a fire is extinguished, checking for smoldering fire inside walls and ceiling
- Lowering ladders and re-bedding them onto apparatus
- Reloading wet hose back onto apparatus

### **FIRE SUPPRESSION**

- Using unwieldy tools [i.e., axes, sledge hammers, etc.] to make forcible entries
- Entering smoke filled buildings/rooms with a hose in hand
- Dragging charged hose on stairs and around obstacles [i.e., furniture, walls]
- Extending the hose line to a fire
- Opening a nozzle on a charged hose line
- Operating/holding a charged line in confined spaces/awkward positions
- Monitoring hot spots/preventing flare ups

### **SALVAGE/OVERHAUL**

- Securing/preserving evidence at fire scene
- Stabilizing walls/roofs
- Moving furniture/valuables and protecting them with salvage covers
- Creating dikes for channeling water out of building
- Removing burned and charred waste

### **PRE-HOSPITAL CARE**

On-scene pre-hospital care is performed while wearing department issued personal protective equipment.

- Accurately receiving/comprehending radio dispatched information
- Removing from apparatus and carrying to scene heavy trauma bag
- Donning additional personal protective equipment i.e., gloves, masks, etc.
- Assessing patient condition and providing initial medical care
- Managing hysterical/agitated/unstable patients requiring medical attention
- Applying resuscitation measures as necessary
- Performing CPR or other appropriate cardiac emergency procedures
- Setting up and operating an Automated External Defibrillator
- Administering oxygen
- Controlling bleeding/immobilizing fractures/bandaging wounds
- Treating shock
- Assisting in childbirth
- Gathering information from a patient or family regarding the patient's medical history
- Providing concise/complete information to paramedics regarding status of patient(s)
- Assisting paramedics with continued care of the patient
- Preparing and transferring a patient to an emergency vehicle

### **VEHICLE EXTRICATION**

Vehicle extrication is performed while wearing department issued personal protective equipment, which may include donning, doffing and regulating self-contained breathing apparatus.

- Controlling the accident scene to protect self, crew, victims, witnesses, etc.
- Directing traffic around accident scene
- Stabilizing vehicles using cribbing and other necessary tools
- Removing from apparatus, carrying, starting and operating heavy/hydraulic equipment to extricate trapped victims
- Safely freeing/removing persons from entrapments
- Preserving evidence at the scene
- Sweeping up/picking up glass, debris and hazardous material spills



### **PROMOTING POSITIVE PUBLIC RELATIONS**

- Using tact and diplomacy when dealing with all citizens
- Treating citizens, co-workers and members of mutual aid agencies respectfully and with dignity and professionalism regardless of race, creed, gender or beliefs
- Interacting and working successfully with citizens and any outside agencies
- Providing fire education programs to the public
- Making public education appearances
- Conducting demonstrations at community events
- Volunteering time and/or participating in fundraisers for charitable work

### **FIRE STATION DUTIES**

- Maintaining physical and mental abilities to be 'fit-for-duty'
- Reporting for duty early to maintain a crew accountability system
- Presenting a clean/neat personal appearance to maintain proper deportment
- Maintaining positive and harmonious working relationships with crew members
- Removing used equipment from apparatus after calls for cleaning/drying
- Removing hoses from drying racks and storing them
- Preparing the emergency vehicles for the next response, including decontaminating and disinfecting unit and equipment, restocking supplies, inspecting equipment and making arrangements for necessary repairs or replacement
- Performing facility repairs or requesting maintenance calls
- Storing fire equipment and supplies
- Replenishing fire hall supplies when needed
- Maintaining an inventory of tools and equipment
- Thoroughly inspecting, cleaning, polishing and maintaining apparatus, tools, equipment and personal protective equipment
- Inspecting, servicing and performing tests of personal protective equipment including self-contained breathing apparatus
- Performing equipment overhaul operations
- Performing regular service tests on all apparatus
- Participating in ongoing training drills to further develop and maintain proficiency
- Maintaining a neat and clean working/living environment at the fire hall
- Maintaining the exterior of the fire hall [i.e., lawns, walkways, driveways]
- Answering routine phone calls in the fire hall
- Conducting fire hall tours
- Making own bed and changing linens when appropriate
- Working out/participating in group sporting activities to maintain physical fitness

### **ADMINISTRATIVE DUTIES**

- Writing Patient Care Report forms and completing other administrative forms
- Completing computerized incident reports [data entry]
- Writing building fire inspection reports
- Completing in-station training materials and following departmental directions

## **TRAINING/DRILLS**

Reviewing training materials to learn and have a working knowledge of:

- Fire behavior and various causes of fire
- How to successfully attack a fire
- Building construction to predict fire reaction
- Forcible entry into buildings
- Ventilation methods to aid in extinguishing fires
- Appropriate fire streams given factors that can affect flow of water through air
- Water supply systems
- Hydraulics and pump operation
- Practicing and performing evolutions
- Caring for hoses, hose lays and hose use
- The characteristics of and proper use of ladders
- Various methods of rescue
- Ropes and knots to accomplish rescues, stabilize vehicles and haul tools
- Extricating victims from vehicles
- Principles of shoring trenches, hydraulics and weights/gravity
- Technical High Angle Rope Rescue techniques
- Confined Space awareness
- Aircraft Rescue and Suppression techniques
- Computers and Computer programs
- Respective Workplace and Diversity
- Salvage and Overhaul
- Fire alarms and automatic sprinkler systems
- Hazardous materials and techniques
- The most direct routes to various addresses in a response area
- The locations of streets, water mains and hydrants in a response area
- Fire Rescue Service operational guidelines
- Other learning as identified by the Training Division or Shift Officer

## APPENDIX B

# Firefighter Recruitment Physical Demands Test

## What to bring:

- **Bunker Gear** – Will be supplied for physical demands testing. If you have your own, you may bring and utilize it. A County of Grande Prairie Regional Fire Service MSA SCBA will be utilized.
- **Clothing** – One short sleeved t-shirts (no sleeveless), shorts, sweatpants / track pants, running shoes, and thin and thick socks (to help fit firefighting boots)
- **Hydration and Nutrition** - Water bottle or sports drink and small snacks for rest periods
- All PDT's will take place at the Dunes Fire Station, #5 60051 Highway 668, County of Grande Prairie #1.



## PDT Equivalencies

University of Alberta Firefighter Fitness Testing will be accepted as an equivalent to the County of Grande Prairie Regional Fire Service Physical Demands Test if it has been successfully completed within 6 months of your application date.

The Ontario Fire Administration Inc (OFAI) Treadmill and Firefighter Physical Aptitude Test (FPAT) will be accepted as an equivalent to the County of Grande Prairie Regional Fire Service Physical Demands Test if it has been successfully completed within 6 months of your application date.

If you possess a certificate of successful completion of these tests within the approved date range, please include them with your application documents.

## Firefighter Recruitment Physical Demands Test

### What to bring:

- **Bunker Gear** – Your assigned kit will be used, please assure you have it upon arrival. If you do not have bunker gear, it will be provided.
- **Clothing** – One short sleeved t-shirts (no sleeveless), shorts, sweatpants/trackpants, running shoes, and thin and thick socks (to help fit firefighting boots)
- **Hydration and Nutrition** - Water bottle or sports drink and small snacks for rest periods

### Physical Fitness Test

The physical fitness test is divided into two components: the aerobic endurance (treadmill) test, and the six task-specific job simulation tests. There is a 30 minute rest between the job simulation tests and the treadmill test. Each test requires maximal effort.

**Personal Protective Equipment:** All tests are to be completed while wearing firefighting personal protective equipment (PPE) that weighs approximately 22 kg (50 lbs). The PPE includes the helmet, flash-hood, gloves, pants, boots, jacket and self-contained breathing apparatus (SCBA). Applicants will not breathe from the SCBA, but must carry it except during the treadmill test. For safety during the treadmill test, running shoes are substituted for firefighting boots.

**Orientation/Walk-Through:** The orientation to the job simulation tests consists of a "walk-through" session to practice each of the tasks. This chance to familiarize applicants with testing procedures takes approximately 10 minutes. It provides a suitable warm-up for the demanding tests that follow. The orientation is mandatory and must be completed by all applicants.

**Active Rest Period:** Each test is followed by a rest period of 3 Minute for recovery and hydration. Applicants are not permitted to leave the testing area or remove any of the PPE during rest periods.

The tests are described briefly in the following sections:

### **1. Aerobic Endurance Treadmill Test**

Will be completed wearing full turnout gear, SCBA without face mask and Running shoes are to be worn. After a mandatory standardized 5-minute warm-up (1 minute @ 0% incline, 4 minutes @ 5% incline both at 3.5 mph), the applicant will walk at a speed of 3.5 mph and 10% grade for 8 minutes. This is called the constant work rate phase. Once the constant work rate phase is completed you will immediately progress to the incremental phase. During this phase the treadmill speed remains at 3.5 mph but the grade increases 1% every minute to a maximum of 15%. Generally, the longer the duration of the test, the better the VO<sub>2</sub>peak score. Aerobic endurance will be evaluated from two test outcomes: total time on the treadmill; and your VO<sub>2</sub>peak score. When the incremental phase is completed, there is a mandatory 5-min cool-down (slow walk on a flat treadmill). In order to pass the treadmill test, you MUST complete the 5-min warm-up, the 8-min constant work rate phase, The 5-Min incremental phase and the 5-minute cool-down (for a total of 23 minutes).

After the treadmill test, there is a 30-minute rest period before the start of an orientation to the job related performance tests. The orientation to the job-related tests is standardized and must be completed according to the instructions of the testing staff.

### **2. 2.5 inch charged hose advance 100ft (Max time 27 sec)**

Starting from an erect position facing forward, the participant bends and picks up a nozzle connected to 3 lengths of charged (full of water) 44 mm (1.5") hose that are flaked behind the start line. The test time starts when the applicant moves to pick up the hose. Using both hands to hold the nozzle and hose securely over the preferred shoulder, the applicant advances the hose from the start line to the finish line. The hose is advanced a distance of 38.1 m (100') as quickly as possible (running is not permitted). The test time stops when the applicant has crossed the finish line.

This test assesses lower body strength and power. The test must be completed safely in less than 27 seconds.

### **Active Rest 180 seconds**

### **3. Weighted Sled Pull (Max time 110 sec)**

Starting from an erect position facing forward, straddling the rope on the floor, you will bend and pick up a length of static 16 mm (5/8") nylon rope attached to a weighted sled. The test time begins when you begin to reach for the rope. Keeping your feet securely in place, you will use the rope to pull the sled over the floor a distance of 15.24 m (50'). You will then walk 15.24 m (50') and repeat the pull, walk back 15.24 m (50') and repeat the pull for the third and final time. The test time stops when the sled has completely crossed the line for the third time. This test assesses upper body strength, power, and endurance for pulling and hoisting. The test must be completed correctly and safely in 110 seconds or less.

**Active Rest 180 seconds**

### **4. Forcible Entry Simulation (Max time 19 sec)**

Starting from an erect position, the applicant picks up the 4.5 kg (10 lbs) steel sledge hammer and uses it to strike the weighted tire. The test clock starts as soon as the participant reaches for the hammer which is standing on the floor in front of the tire, and stops as soon as the tire crosses the marked line, indicating the end of the test. This test assesses muscle strength and power, particularly in the upper body. The test must be completed safely in less than 19 seconds.

**Active Rest 180 seconds**

### **5. Victim Rescue (Max time 57 seconds)**

Starting from an erect position, the applicant lifts and drags a mannequin weighing 68.2 kg (185 lb) a total distance of 30 m (100'). The test starts with the mannequin lying "face-up" on the floor. The test time starts when the applicant moves to pick up the mannequin. The applicant will lift the mannequin and walk backwards for 15 m, turn around a traffic cone and return to the start line as quickly as possible. The test time stops when the mannequin has completely crossed the finish line. No part of the mannequin or applicant may touch the traffic cones during the test. This test assesses upper and lower body muscle strength and endurance. The test must be completed safely in less than 57 seconds.

**Active Rest 180 seconds**

## **6. Ladder Climb (Max time 1:45 sec)**

Starting from a standing position facing the ladder, you will climb 10 rungs (3.45 m) up and down a 7.2 m (24') ladder. This is repeated 5 times as quickly as possible. A repetition begins with both feet on the floor at the base of the ladder. You will climb and place two feet on the 10th rung (weight-bearing step is required), reverse direction and climb down until both feet are again on the floor to complete the repetition. The test time starts when you move to start climbing and ends when both feet are on the floor after the 5th repetition. You must maintain three points of contact on the ladder at all times, and must climb the ladder rung by rung, without missing any of the rungs. The test must be completed correctly and safely in 97 seconds or less. This test evaluates the leg strength and endurance required for climbing under load.

**END OF TEST**

## **EFFECTIVE PREPARATION FOR THE TESTS**

In order to do your best, you should come to the station on your testing day well-nourished and well rested. You should not do strenuous exercise on the days immediately before your tests. Sleep well the night before and try to be as relaxed as possible.

Avoid alcoholic beverages the day before and definitely on the day of your test. Do not smoke or drink beverages with caffeine (tea, coffee, hot chocolate, cola, etc.) for at least two hours prior to your test.

Do not eat for at least two hours before your test appointment. However, it is important to be well nourished and well hydrated. The tests are very demanding and most individuals are extremely tired at the end of each test.

If your appointment is first thing in the morning, do not skip breakfast. You should eat a light meal (e.g., fruit, toast or cereal, and juice) about three hours before your test.

## **WHAT DO I NEED TO BRING?**

### **Identification**

Government-issued photo identification (e.g. drivers licence) must be presented upon your arrival at the station in order to verify your identity. **You will not be allowed to proceed with the test without suitable identification.**

### **Clothing**

Bring the following items of clothing with you: **shorts, two T-shirts, running shoes, extra socks, and warm-up clothing.** Your T-shirt will be wet from sweat after the treadmill test. You should change into a dry shirt and then put on your warm-up gear to keep warm during the 60-minute rest period. We will provide you with PPE for the testing session, including boots. While we have a good selection of firefighting boots, getting an exact fit may not always be possible. In order to get the best fit, bring several pairs of socks (thin and thick sport socks).

### **Water and Snacks**

You should bring a water bottle or sports drink (e.g., Gatorade). Avoid “energy drinks” like Red Bull.

You *may* want to eat a **small** snack (e.g., banana or Power Bar) during the rest period between the treadmill test and the job-related tests. Do not try anything (Gatorade, Power Bar, etc.) for the first time during your test appointment. You should know how your body reacts to your nutritional plan well in advance of your appointment.



Be careful to practice in advance so that you know how much to eat and drink during 3+ hours of intermittent, extremely strenuous exercise combined with some degree of heat stress from the protective clothing. If you eat or drink too much you will feel sick and do poorly. If you eat and drink too little, you will get dehydrated and do poorly.

Optimal nutrition and hydration strategies tend to be very individual. Work this out for yourself. Don't follow someone else's advice unless you have had the chance to make sure it works for you under the kind of conditions you will experience during these tests.

**GOOD LUCK!**

## **APPENDIX C**

### **MINIMUM MEDICAL REQUIREMENTS**

#### **MEDICAL CONDITIONS AFFECTING ABILITY TO SAFELY PERFORM ESSENTIAL JOB TASKS**

Medical standards follow the requirements outlined under the National Fire Protection Association Standard on Comprehensive Occupational Medical Program for Fire Departments (referred to as "NFPA 1582"). Recruit candidates will undergo a comprehensive medical examination and exercising stress test to determine if they are medically "fit-for-duty" and also to rule out any medical conditions that are classified as "CATEGORY A" under NFPA 1582.

**NFPA 1582, CHAPTER 6, SECTION 6.2.2 – CATEGORY "A" MEDICAL CONDITIONS**  
"Candidates with Category "A" medical conditions shall not be certified as meeting the medical requirements of his standard."

The following information is provided as a general guideline and is not all-encompassing. A complete copy of the NFPA 1582 standard can be purchased from the National Fire Protection Association at [www.nfpa.org](http://www.nfpa.org) or phone (617) 770-3000.

#### **CATEGORY "A" MEDICAL CONDITIONS NOT ACCEPTED FOR FIREFIGHTER POSITIONS**

##### **SECTION 6.3 – HEAD AND NECK**

Skull/facial deformities that prevent adequate helmet or respirator face-piece fit.

##### **SECTION 6.5 – EARS AND HEARING**

Chronic vertigo or impaired balance as demonstrated by the inability to tandem gait walk; On audiometric testing, average hearing loss in the unaided better ear greater than 40 decibels [dB] at 500 hertz [Hz], 1000 Hz, and 2000 Hz when the audiometric device is calibrated to ANSI Z24.5. Any ear condition or hearing impairment that results in a person not being able to safely perform essential entry level job tasks.

##### **SECTION 6.9 – HEART AND VASCULAR SYSTEM**

**Section 6.9.1** – Heart Coronary Artery Disease, Cardiomyopathy or Congestive Heart Failure, Acute Pericarditis, Endocarditis or Myocarditis Recurrent Syncope, Condition requiring an automatic implantable cardiac defibrillator, Third-degree Atrioventricular Block, cardiac pacemaker, Idiopathic Hypertrophic Sub-aortic Stenosis

**Section 6.9.2** – Vascular System Hypertension not controlled by approved medications. Thoracic or Abdominal Aortic Aneurysm. Carotid Artery Stenosis or Obstruction, Peripheral Vascular Disease.

**SECTION 6.10 – ABDOMINAL ORGANS AND GASTROINTESTINAL SYSTEM**

Presence of uncorrected Inguinal/Femoral Hernia regardless of symptoms

**SECTION 6.12 – URINARY SYSTEM**

Renal Failure or insufficiency requiring continuous ambulatory peritoneal dialysis (CAPD) or hemodialysis

**SECTION 6.13– SPINE AND AXIAL SKELETON**

Scoliosis of Thoracic or Lumbar Spine with angle greater than 40 degrees. Multiple spinal surgeries or spinal surgery involving fusion of more than two vertebrae, discectomy or laminectomy, or rods still in place. Any spinal or skeletal condition producing sensory or motor deficits or pain frequently requiring narcotic analgesic medication; Cervical, Thoracic or Lumbosacral vertebral fractures

**SECTION 6.14 – EXTREMITIES**

Metal plates or rods supporting bone during healing. Total joint replacement. Amputation or congenital absence of upper or lower extremity (i.e., hand, foot, thumb proximal to the midproximal phalanx). More than one shoulder dislocation without surgical repair or recurrent shoulder disorder within last five years.

**SECTION 6.15 – NEUROLOGICAL DISORDERS**

Ataxias of heredo-degenerative type.

Cerebral arteriosclerosis.

Hemi paralysis.

Multiple sclerosis or Myasthenia gravis with activity within previous three years.

All epileptic conditions without complete control during previous five years.

Dementia and Parkinson's diseases.

**SECTION 6.18 – ENDOCRINE AND METABOLIC DISORDERS**

Diabetes mellitus which is treated with insulin.

Diabetes which is not treated by insulin nor controlled.

For further information, please check our website at  
[www.countygp.ab.ca/firerecruit](http://www.countygp.ab.ca/firerecruit)