

Purpose: This policy establishes criteria for maintaining Active Member in the Cumru Township Fire Department

Administration: The Fire Chief, Assistant Fire Chief and Fire Training Coordinator will have responsibility for administration of this policy within the scope of their job descriptions.

Definitions: Active Member: Any member of the CTFD and who has successfully completed a probationary period with the CTFD.

Policy:

Requirements

- In order to maintain Active Member status in the CTFD, all personnel shall participate in the following:
 - 18 CTFD drills annually, as detailed in CTFD Policy 7.1 – Department Training/Required Training
 - Maintain CTFD approved certification in the areas listed below as detailed in CTFD Policy 7.1 – Department Training/Required Training:
 - Current BLS for Healthcare Providers (CPR/AED)
 - Current Heartsaver First Aid
 - Annual NFPA 472 – Hazardous Materials Operations training
 - Annual CTFD Bloodborne Pathogens and Infectious Disease training
 - Complete a CTFD medical evaluation as required by the fire department
 - Successfully complete National Incident Management System training as required by CTFD.
 - SCBA qualified personnel must attend one burn session, SCBA fit test
- Removal from duty under CTFD Policy 14.1 – Disciplinary Policies and Procedures shall constitute automatic revocation of Active status in the CTFD.

Compliance and Notification

- The Fire Chief will review the training and activity records of all CTFD personnel bi-annually to determine compliance with the requirements listed above.
- Any Active Member CTFD found to have failed to comply with these requirements will be notified in writing.
 - Personnel so notified may schedule a conference with the Fire Chief within 15 days of notification and, based on the results of this conference, the Fire Chief may grant one (1) grace period of not more than six (6) months during which the member must demonstrate full compliance with the requirements stated above. No more than one (1) such grace period may be granted within any three (3) year period.
 - Failure to schedule such a conference in the time period allotted or failure to successfully complete a grace period granted by the Fire Chief subsequent to such a conference shall result in immediate revocation of Active status in the CTFD.
- Any member who has failed to meet Active Member status and has not previously established a special consideration for exemption will be ineligible for any CTFD incentive programs.
- Any CTFD member whose Active Member status has been revoked shall return all CTFD and Cumru Township Volunteer Firefighters' Relief Association property in his/her possession within 15 days of revocation of status.

Special Consideration

- Any CTFD member needing special consideration in order to maintain Active Member status must request a wavier by notifying the Fire Chief in writing.
- The following are examples of special considerations:
 - Work conflict
 - School conflict
 - Medical reasons
 - Personal reasons
- At the beginning of each activity year (December – November) the CTFD member requesting special consideration must meet with the Fire Training Coordinator. The purpose of this meeting is to develop an alternate training program specific to the members needs. This plan will be documented and filed with the members training folder.
- In the event that a special consideration is needed during the activity year, the CTFD member should request a wavier as soon as possible.

References

2.6 Station Maintenance

7.1 Department Training/Required Training

8.7 Vehicle and Equipment Maintenance

14.1 Disciplinary Policies and Procedures