|  |  |  |  |
| --- | --- | --- | --- |
| **FIRE CHARTER COURSE RECORDS INSPECTION** | | | |
| **Charter:** |  | **Charter ID #:** |  |
| **Course:** |  | **Course #:** |  |
| **Start Date:** |  | **End Date:** |  |
| **Date Reviewed:** |  | **DEMS Staff:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Fire Charter Course Documentation Requirements OAC 4765-24-03 / 4765-24-05 / 4765-24-11/ 4765/24/09** | **C** | **V** | **N/A** |
| **COURSE FILE** | | | |
| 1. Course roster with contact information including all instructors |  |  |  |
| 1. DEMS approved syllabus and course schedule - 4765-24-03(B)(21)(a) |  |  |  |
| 1. Complete attendance records - 4765-24-03 (B)(5)(a) |  |  |  |
| 1. Cadet make-up documentation if applicable - 4765-24-03(B)(5)(a,b)(6) |  |  |  |
| 1. Accident and injury reports, if applicable - 4765-24-03(B)(7) |  |  |  |
| 1. Evaluations of each instructor by the students - 4765-24-03 (B)(13) |  |  |  |
| 1. Evaluations of the course by the students - 4765-24-03 (B)(15) |  |  |  |
| 1. NFPA 1403 compliant burn plan 4765-24-03(B)(21)(j) – (B)(21)(i-x) |  |  |  |
| **STUDENT FILE** | | | |
| 1. NFPA 1582 compliant medical exam - 4765-24-11 (E)(2) NFPA 1001 1.3.11.1 |  |  |  |
| 1. Met educational requirements - 4765-24-11(E)(2) NFPA 1001 1.3.11.1 |  |  |  |
| 1. Met age requirements - 4765-24-11(E)(2) NFPA 1001 1.3.11.1 |  |  |  |
| 1. Met job-related physical requirements of - 4765-24-11(E)(2) NFPA 1001 1.3.8 |  |  |  |
| 1. Background check - 4765-24-11(E)(2) NFPA-1001 1.3.8, 3.2.2 |  |  |  |
| 1. Copy of required student and instructor certification for transition/inspector/instructor   4765-24-03 (B)(21)(f) |  |  |  |
| 1. Documentation cadet met all required perquisites for the course 4765-24-11 (B)(21)(h) |  |  |  |
| 1. Verification cadet received handbook - 4765-24-03 (A)(15) |  |  |  |
| 1. Completed objective check-off packets - 4765-24-03(B)(9) |  |  |  |
| 1. NIMS ICS/IS 100, 700 for Firefighter, including ICS/IS 200 for Live Fire Instructor   4765-24-03(B)(21)(k) 4765-24-15 (C)(4) |  |  |  |
| 1. Completion of JPR’s / Student Teaching / Required Modules if applicable |  |  |  |
| 1. Course completion certificate for each cadet who passes all exams 4765-24-03(B)(11) |  |  |  |
| For each classification held, shall meet one of the following: 4765-24-03 (C)(1,2) 4765-24-05 (D)(3)(a,b)  During the charter cycle, for each classification held, the training program met one of the following:   * Not less than 65% of the training program's students who take the written portion of the initial certification examination shall receive a passing score on their first attempt to pass the examination, or * Not less than 80% of the training program's students who take the written portion of the initial certification examination shall receive a passing score. | | | |
| C = Compliant V = Violation N/A = Not Applicable | | | |