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TO: Program Directors, Ohio Chartered Fire Training Institutions

FROM: Melvin House, Executive Director
Ohio Division of Emergency Medical Services

REF: Option for Ohio Certified Firefighters to obtain Pro Board Certificate

Individuals currently holding an Ohio Firefighter I or Firefighter II certification who **are not** Pro Board certified have the opportunity to obtain a Pro Board Certificate. The steps necessary to acquire the Pro Board Certificate vary depending on when the Firefighter I or Firefighter II certification was obtained.

Generally, (subject to confirmation of firefighter course written and practical history) an individual certified in Ohio at the Firefighter I or Firefighter II level will be eligible for Pro Board certification per the following:

- If the training course was conducted with a start date of April 1, 2014 or later, the candidate must submit an application and pay the Pro Board fee.
- If the training course was conducted with a start date of April 1, 2009 through March 31, 2014, the candidate must pass a practical examination through an Ohio chartered fire training program, submit an application, and pay the Pro Board fee.
- If the training course was conducted with a start date before April 1, 2009, the candidate shall pass the written and practical examinations through an Ohio chartered fire training program, submit an application, and pay the Pro Board fee.

A Pro Board candidate shall submit a written request to the Division of Emergency Medical Services requesting a Pro Board Certificate, challenging the examination(s). The Division of Emergency Medical Services staff will research the candidate's certification status and eligibility for the Pro Board Certificate and a notification to the candidate outlining the requirements and time limits permitted for obtaining the Pro Board Certificate will be issued.

Please contact the Division of EMS Education Section at FireEducation@dps.ohio.gov or (614) 466-9447 with questions or concerns.