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**January 14, 2019**

**TO: Program Directors, Ohio Chartered Fire Training Institutions**

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

**REF: Pro Board Applications and Certificates for Ohio Firefighters**

The Division of Emergency Medical Services (DEMS) shares the belief that professional standards are important, particularly in high-risk industries like the fire service. In a move to improve professional standards for firefighters in Ohio, the state pursued and received Pro Board Accreditation in 2014 and went through the re-accreditation process in July, 2016. DEMS encourages all Ohio Fire chartered institutions to promote the value of Pro Board before and during the firefighter course of study, and prior to the students taking the state written examination. Some of the benefits of Pro Board registry include:

- The credibility of your training program is enhanced by having members certified to national standards,
- Third party independent review assures candidates and governing bodies that programs meet national standards, and
- Third party validation offers increased job opportunities for Pro Board certificate holders.

Each student obtaining an Ohio Firefighter certification other than Volunteer Firefighter may be eligible to apply for the Pro Board certificate. To qualify, they must score 70% or higher on the Firefighter I written examination or 70% or higher on each section of the Firefighter II written examination. An email is automatically generated and sent to each qualifying student. Contained in the email is a link that may be used to obtain the application for the Pro Board certificate after the Ohio firefighter certification becomes active. It also includes instructions on how to confirm the status of the Ohio certification.

DEMS encourages each Ohio fire chartered institution to promote the value of Pro Board before and during firefighter training courses, and prior to the state written examination. A short video that explains the benefits of Pro Board registration is available for use in familiarizing students with Pro Board. We encourage you to include this in firefighter course orientation sessions. The video can be accessed at:

<https://www.youtube.com/watch?v=fpZC6i8e5aI>