

**COMMONWEALTH OF KENTUCKY
KENTUCKY FIRE COMMISSION**

**ACCREDITED FIREFIGHTER
CERTIFICATION PROGRAM**



**AIRPORT
FIREFIGHTER
CANDIDATE HANDBOOK**

March 2009

The purpose of this manual is to provide information for successful participation in accredited certification testing. Content herein outlines the pre-requisites, testing and application process, and provides you with a study guide reference list.

Accredited certification is administered by the Kentucky Fire Commission with accreditation issued by the International Fire Service Accreditation Congress (IFSAC).

In accordance with *KRS Chapter 95A*, the Kentucky Fire Commission is the certifying agency of firefighters within the Commonwealth of Kentucky. The fire commission establishes fire service personnel standards and education and administers firefighter certification, both through training and certification through testing. This manual is related solely to the accredited certification through testing process. Authority for conducting and maintaining the accredited certification process is delegated to State Fire Rescue Training.

Application Process

1. Prior to certification, candidate shall submit a completed application for Airport Firefighter certification to the Accredited Certification Office of the Kentucky Fire Commission, P.O. Box 248, Morehead, KY 40351. Applications are available online at www.kyffcert.com or by contacting an area office of KCTCS-State Fire Rescue Training. Applications can also be obtained by calling the accredited certification office at 888-301-2946.
2. Application shall be signed by the training instructor, agency head or designee.
3. All components of the application shall be completed.
4. Application shall be submitted with the skills testing documents.

Pre-requisites to certify

1. Eligibility to certify to NFPA 1003 Airport Firefighter requires the candidate be:
 - a. A Minimum of eighteen (18) years of age, and
 - b. Kentucky accredited certification as both Firefighter I and II, or out of state accredited firefighter I&II certifications eligible for reciprocity in Kentucky, and
 - c. Affiliated with a Kentucky airport or fire department, or
 - d. Serving as an airport firefighter at a Kentucky based military installation.
2. Eligibility to certify is based upon completion of a series of components, including:
 - a. Written examination
 - b. Skill performance evaluation
 - c. Completion of application for certification.

Pre-requisites to test

1. Eligibility to test to NFPA 1003 Airport Firefighter requires the candidate be:
 - a. A Minimum of eighteen (18) years of age, and
 - b. Kentucky accredited certification as both Firefighter I and II, or out of state accredited firefighter I&II certifications eligible for reciprocity in Kentucky, and
 - c. Affiliated with a Kentucky airport or fire department, or
 - d. Serving as an airport firefighter at a Kentucky based military installation, and
 - e. Payment of required testing fees.

Course of study

Being a certification eligible through challenge testing, the Kentucky Fire Commission does not require a specific course of study to test or certify to NFPA 1003 Airport Firefighter. However, it is recommended that candidates have completed extensive ARFF training prior to testing.

Certification Testing

1. Written Test

- a. Written exams contain 50 questions, consisting of multiple choice, true/false and matching formats.
- b. A testing fee of \$15.00 is assessed per exam.
- c. Written exams are forwarded to the accredited certification office for electronic scoring.
- d. The passing score for the written exam is seventy percent (70%).

2. Skills Test

- a. Challenge Testing
 - i. Airport Firefighter skills testing consists of four (4) stations, one for each skill required under NFPA 1003:2005 Ed.
 - ii. Candidate shall attempt each station.
 - iii. Challenge testing is scheduled on an as needed basis.
- b. Candidate must pass all skills presented.
- c. A skills testing fee may apply.

Re-testing for unsuccessful attempts

1. Written Test

- a. The candidate will need to contact the State Fire/Rescue Training Office of their choice to schedule a retest following a failing attempt.
- b. If you are unsuccessful and must retest, you must pay the \$15.00 testing fee for each subsequent attempt.
- c. Numbers of attempts are only limited by the candidate's willingness to continue or successful passage.

2. Skills Test

- a. Candidates are permitted 2 attempts at each skill station. Retests will be performed on the same skill as failed.
- b. Retests may be attempted only at the same test site, on the same day initially failed.
- c. Two (2) evaluators will be utilized at all retests, neither of which performed the initial examination.

Accommodations

The Kentucky Fire Commission Certification Program offers reasonable accommodations for the written certification exams for individuals with documented disabilities. Additional information can be found within the Disability Accommodations Policy, located at www.kyffcert.com, or by contacting the Accredited Certification office at 888-301-2946.

Certificates

Certificates are issued through the fire commission accredited certification office and are mailed to the candidate through the candidate's agency training officer. Certification data is maintained on each candidate in a database at the fire commission accredited certification office.

Safety Policy

For the safety and protection of all participants all equipment and Proximity Personal Protective Equipment (PrPPE) being used for testing must meet the NFPA standard at the time of manufacture. PrPPE will be inspected prior to being used for testing.

Where respiratory protection is required, facial hair that lies between the skin and the face piece seal is NOT permitted. Candidates may be required to shave prior to testing.

Test Results/Release of Results

The Kentucky Fire Commission Accredited Certification office notifies candidates of their results in writing via electronic mail provided at time of test. If no email is available, a confidential letter will be sent by US Mail to the candidate's department/facility.

Study Reference List

The following is a list of materials/publications that may be referenced in preparation for testing.

1. NFPA 1003, Airport Firefighter Professional Qualifications, 2005 Edition.
2. IFSTA Aircraft Rescue and Fire Fighting, 4th Edition
3. IFSTA Company Officer, 3rd Edition
4. Federal Aviation Regulations, Part 139
5. IFSTA, Essentials of Fire Fighting, 4th Edition
6. IFSTA, Principles of Vehicle Extrication, 2nd Edition
7. NFPA 402, Aircraft Rescue and Fire Fighting Operations, 2002 Edition
8. Code of Federal Regulations, Title 49
9. Code of Federal Regulations, Title 14
10. NFPA 1500, Standard on Fire Department Occupational Safety and Health Program, 2002 Edition
11. Brady Pre-hospital Emergency Care, 6th Edition
12. Skill Sheets are available on the accredited certification website, www.kyffcert.com or by calling the accredited certification office at 888-301-2946.

Additional Information

1. Photo ID is required at the time of the written and skills testing.
2. Skills testing requires candidate to bring full protective clothing including respiratory protection. PrPPE shall include safe, appropriate gear that was NFPA approved at the time of manufacture. Candidate shall bring, at minimum, full protective equipment appropriate for job description. Gear or components that were previously approved, but have since become inappropriate for protection, will not be permitted.
3. Dress appropriately. Skills testing may require extra dry clothes.
4. Bring food and beverage with you to skills testing, as breaks are not scheduled during testing sessions.
5. Additional information may be found on the fire commission accredited certification website at www.kyffcert.com .

Certification applications, skill sheets and test site contact information can be found at www.kyffcert.com .

If you have any additional questions or concerns about the testing process please contact the SFRT area coordinator at the area in which you chose to be tested at or the Kentucky Fire Commission Accredited Certification office by calling 888-301-2946.