

**COMMONWEALTH OF KENTUCKY
KENTUCKY FIRE COMMISSION**

**ACCREDITED FIREFIGHTER
CERTIFICATION PROGRAM**



**HAZ MAT OPERATIONS
PRODUCT CONTROL
(NFPA[®] 472 Chapters 5, 6.2 and 6.6)
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 Haz Mat Operations-Product Control 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 472 Haz Mat Operations-PC requires the candidate be:
 - a. Affiliated with a Kentucky fire department, or
 - b. Kentucky organized Haz Mat Response Team, or
 - c. Enrolled in a fire science program through an office of State Fire Rescue Training within KCTCS or Eastern Kentucky University.
2. Kentucky accredited certification as Haz Mat Awareness, or out of state accredited Haz Mat Awareness certification eligible for reciprocity in Kentucky, and
3. 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 472 Haz Mat Operations-PC requires the candidate be:
 - a. A Minimum of eighteen (18) years of age, and
 - b. Affiliated with a Kentucky fire department, or
 - c. Kentucky organized Haz Mat Response Team, or
 - d. Enrolled in a fire science program through an office of State Fire Rescue Training within KCTCS or Eastern Kentucky University, 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 472 Haz Mat Ops-PC. However, it is recommended that candidates have completed a Haz Mat Operations-Product Control course 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. Class-Based Testing
 - i. HM Ops-PC skill testing consists of thirteen (13) skills, 2 from Chapter 5 of NFPA 472 and 11 from Chapter 6.
 - ii. Candidate shall perform a minimum of one (1) scenario for each skill.
- b. Challenge Testing
 - i. HM Ops-PC skill testing consists of two (2) stations. One station shall contain a skill from Chapter 5 and one station shall contain a skill from Chapter 6, each containing multiple skills for random sampling.
 - ii. Candidate shall perform one (1) skill at each station.
 - iii. Since HM Ops is a pre-requisite for Firefighter 1, challenge testing is typically conducted in unison with Firefighter 1 skills testing.
- c. Candidate must pass all skills presented.

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 Personal Protective Equipment (PPE) being used for testing must meet the NFPA or NIOSH standard at the time of manufacture. PPE will be inspected prior to being used for testing, and must be appropriate for the candidates job description.

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 agency.

Study Reference List

The following is a list of text that may be reference in preparation for testing.

1. NFPA 472, Standard for Professional Competence of Responders to Hazardous Materials Incidents, 2008 Edition.
2. Delmar, Hazardous Materials Incidents, 2nd Edition
3. IFSTA, Essentials of Fire Fighting and Fire Department Operations, 5th Edition
4. IFSTA, Hazardous Materials for the First Responder, 3rd Edition
5. Jones and Bartlett, Fundamentals of Firefighter Skills, 1st Edition
6. DOT Emergency Response Guidebook, 2008 Edition
7. 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. PPE shall include safe, appropriate gear that was NFPA or NIOSH 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. 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.