

FIRE FIGHTER ESSENTIAL FUNCTIONS

PERFORMING FIRE FIGHTER DUTIES

ESSENTIAL FUNCTIONS

1. Be prepared and respond to emergency fire and/or medical situations.

Includes:

- a. safely driving firefighting/other emergency vehicles.
- b. visually assess the emergency scene and request additional assistance when necessary.
- c. proper use and monitoring of firefighting equipment and tools
- d. performing rescue activities
- e. performing clean up and salvage activities
- f. verbally communicate with others in person, by telephone or via two-way radio
- g. understand and follow orders
- h. provide emergency medical services at First Responder level
- i. perform Haz-Mat First Responder duties at Operations Level
- j. wear required personal protective equipment including SCBA
- k. utilize personnel accountability system and/or Incident Command System (note - essentially includes all task statements)
- l. assist in on-site control including traffic control, calming distraught persons
- m. prepare accurate reports as required
- n. function as a member of the team and as an individual (note - essentially includes all others)

PERFORMING PRE-HOSPITAL/EMERGENCY MEDICAL CARE ACTIVITIES

ESSENTIAL FUNCTIONS

1. Obtain and maintain certification as an Emergency Medical Technician at the level required by the department.
2. Be prepared and respond to emergency medical situations.

Includes:

- a. accurate verbal communication with others in person, by telephone or via two-way radio
- b. safely drive emergency vehicles
- c. assess emergency scene and condition of patient(s)
- d. free/lift/move patients in safe manner
- e. using universal precautions, correctly perform emergency medical services properly utilizing medical equipment and supplies
- f. prepare patient(s) for transport
- g. control emergency scene
- h. transport patient(s) and belongings to medical facility, monitor patient(s) and provide needed care en route, and report patient(s) condition and treatment provided to medical staff -remain available to assist medical staff if requested to do so
- i. provide assistance to bystanders; calm distraught persons
- j. prepare ambulance for next response
- k. complete required reports and forms

PERFORMING HAZ-MAT DUTIES

ESSENTIAL FUNCTIONS

1. Obtain and maintain certification at level required by department.
2. Be prepared and respond to releases and potential releases of hazardous materials for the purpose of controlling the release.

Includes:

- a. assess emergency scene and identify area and extent of exposure
- b. implement emergency response plan
- c. using field survey instruments and equipment, perform classification, identification and verification of hazardous materials -visually identify hazardous materials by color coding system
- d. properly maintain and utilize Personal/Chemical Protective equipment, including SCBA and encapsulated suit
- e. perform, assist or oversee hazardous materials control operations and assist with mitigation of incident – implement appropriate decontamination procedures
- f. provide on-scene control
- g. communicate in person, by telephone or via two-way radio
- h. function within Incident Command System
(note - essentially includes all task statements)
- i. properly use and maintain various hand and power tools
- j. perform rescue activities
- k. perform basic emergency medical services
- l. complete required reports and forms
- m. use chemical reference materials including books, charts or computers.

FIRE PREVENTION/PUBLIC EDUCATION

ESSENTIAL FUNCTIONS

1. Inspect residential and commercial buildings for fire hazards.
Report tactical information and violations to officer for follow-up

NON-ESSENTIAL FUNCTIONS

1. Investigate complaints of fire hazards, dangers or violations and accurately document violations/findings.
2. Provide education programs to the public and conduct fire station tours.
3. Know the cause of fire and its behavior.

TRAINING AND DRILLS

ESSENTIAL FUNCTIONS

1. Attend and participate in orientation and ongoing training drills.
2. Utilize training materials to learn, know and be able to demonstrate proficiency in:
 - a. drills and evolutions
 - b. safe use of all equipment, tools and supplies
 - c. role of the firefighter at fires, response to emergency medical calls and hazardous exposure situations
 - d. knowledge of components of fire and its behavior
 - e. fire department rules and regulations
 - f. location of streets, direct routes, water mains and hydrants in response area
3. Obtain and maintain certifications required by department. (i.e., EMT and Haz-Mat).
4. Participate in critiquing response to emergency situations.

NON-ESSENTIAL FUNCTIONS

1. Participate in training and drills with new firefighters.

ENVIRONMENTAL CONDITIONS

As printed on survey form. All will be considered essential to the job of firefighter.

ROUTINE AND MISCELLANEOUS DUTIES

ESSENTIAL FUNCTIONS

1. Report and prepare for duty on time presenting a neat and clean appearance and dressed in uniform. Remain on duty for 24-hour periods, interacting with co-workers in confined area.
2. Inspect, service, inventory, maintain and perform scheduled operational tests on all equipment and tools.
3. Communicate clearly and professionally with co-workers, superior officers and public.
4. Prepare trucks and equipment for next emergency response.

NON-ESSENTIAL FUNCTIONS

1. Substitute for fire department dispatcher and answer incoming calls, relate messages, and alert fire station and firefighting personnel according to type of emergency response.
2. Maintain neat, clean and safe working/living environment including:
 - a. maintaining exterior of fire station
 - b. change linens and make own bed
 - c. perform kitchen chores
 - d. store equipment and supplies
3. Clean and maintain equipment.
4. Read and study fire department training materials and literature other than during training and drill periods to maintain proficiency.

PHYSICAL DEMANDS

It is not feasible to rate the frequency of physical demands for emergency situations due to the varied nature of tasks and environmental conditions a firefighter may encounter. The traditional method of rating physical demands involves determining the frequency of tasks within the following framework:

Constant = 67-100 of time
Frequent = 34-66% of time
Occasional = 1-33% of time
Never = Not at all

This approach is not practical in that the majority of critical functions are not performed consistently in the course of a typical shift. Critical tasks are usually performed under emergency situations lasting from a few minutes to several hours and requiring intense physical and mental exertion. The responsibility to protect the public and to prevent or reduce the possibility of injury to firefighters requires that each of the physical demands be rated quite high. Within that framework many of the applicable physical demands would be rated as frequent to constant.

FREQUENT TO CONSTANT:

Standing and Walking
Bending
Stooping
Squatting
Crawling
Kneeling
Climbing (stairs and ladders)
Reaching (above, at and below shoulder level)
Pushing/Pulling (up to 100 lbs.)
Lifting (up to 100 lbs.)
Carrying (up to 100 lbs.)
Twisting (torso, hands, neck, waist)
Hand and wrist motions
 simple grasping
 firm grasping
 radial and ulnar deviation
Visual Effort (20 inches or less up to 20 feet or more in reduced visibility)
Color vision
Peripheral vision
Depth perception
Hearing and Speaking (in loud and confused situations)

OCCASIONAL

Pushing/Pulling (over 100 lbs.)
Lifting (over 100 lbs.)
Carrying (over 100 lbs.)

The mental/emotional demands include the ability to:
Perform tasks with intense concentration for extended periods of time
Remain calm
Present self in non-threatening and courteous manner to the public in emergency situations
Work as a member of the team while functioning as an individual
Understand and follow orders
Also includes information found in environmental conditions section.