

BODEGA BAY FIRE DISTRICT
STANDARD OPERATING GUIDELINES

WRITTEN BY:	ELSON	APPROVED BY:	BOARD
			NUMBER: 49

SUBJECT: OUT OF DISTRICT TRAINING

DATE: 1JUNE95

UPDATED: 13FEB02

District sponsored (tuition only) training classes:

- Emergency Medical Technician (B) & (D)
- Semi-Automatic Early Defibrillator
- Firefighter One Academy (SRJC only)
- Emergency Vehicle Operations (EVOC)
- ICS 100/200/300/400
- Rescue System 1 & 2
- Confined Space Awareness
- Low and High Angle Rope Rescue
- Fire Command 1a & 1b Fire Prevention 1a & 1b
- Fire Instructor 1a & 1b Fire Management I
- Fire Investigation 1a
- Swift Water Rescue 1 (technician level)
- CPR / PALS or PEPP / BTLS / ACLS / SIDS review / CDC precautions
- Hazardous Materials FRO and Decon.
- Driver Operator 1A & 1B

When a member wishes to attend a non-district mandated training class, and wishes the district to pay for associated costs, the following procedure shall be followed.

The member/employee shall complete the CLASS REQUEST FORM. All information shall be included with this form. The completed form shall be turned into the Training Officer for review.

All requests shall be turned in at least two weeks prior to the class.

The Training Officer shall review and research the information provided. The Training Officer shall recommend an approval or denial of the request to the Chief. A justification shall be provided for all denials. Length of employment and will be considered for all requests.

If a member/employee requires shift coverage for the class, the employee is responsible for his/her own coverage. The employee may complete an EDUCATION TIME OFF FORM. This form shall be turned into the Administrative Office.