

NORMANDY FIRE PROTECTION DISTRICT

Training: Physical Fitness Program

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Article I. Training: Physical Fitness Program

Section 1.01 Preamble

Whereas, the nature of tasks which a firefighter will be called upon to perform requires an unusually high degree of physical fitness, agility, and dexterity, and

Whereas, Firefighters experience an exceptionally high rate of service-connected injuries and deaths which are indicated by the studies revealing that firefighting is a most hazardous occupation, and

Whereas, for the good of the District it is mandatory that emergency responders employed by the District are physically fit for duty at all times,

Wherefore, the Normandy Fire Protection District does hereby establish a Physical Fitness Training and Evaluation Program.

Section 1.02 Introduction

(a) Mission

The mission of the Normandy Fire Protection District is to protect lives and property from fires, disasters, and emergencies.

(b) Goal

To accomplish this mission safely and efficiently, the Normandy Fire Protection District has a goal of maintaining physically fit personnel.

Section 1.03 Information

(a) Purpose

The physical fitness program is established for all personnel to maintain a level of fitness in order to safely perform their assigned functions and to reduce the probability and severity of occupational injuries and illnesses. It has not been developed to chastise, harass, or eliminate.

(b) Medical Supervision

The physical fitness program shall be under the medical supervision of the Fire Protection District physician.

(c) Oversight

Supervisors shall be held responsible for the overseeing of all fitness workout activities.

(d) Focus

Workouts should focus on non-contact, non-competitive activities.

(e) Normal duties

Activities should not interfere with normal duties.

(f) Program mandatory

This program is mandatory for all personnel who are normally assigned to emergency response activities.

(g) Unsatisfactory performance

Personnel who do not satisfy the required levels of fitness shall not be permitted to engage in emergency activities; moreover, unsatisfactory performance may be cause for termination in the event that satisfactory performance at the required levels of fitness is essential to job performance.

(h) Other personnel

All other personnel are encouraged to participate in the Physical Fitness Program.

Section 1.04 Physical Fitness Committee

(a) Membership

The Physical Fitness Committee will be comprised of the following persons appointed by the Fire Chief: one (1) Deputy Fire Chief and one (1) person from each platoon or shift -- A, B,

and C, in addition it shall include the Medical Officer, the Training Officer and such other persons as may be designated by the Fire Chief.

(i) Tenure

Physical Fitness Committee members will serve at the pleasure of the Fire Chief.

(ii) Employees recommended

The employees may submit a list of names for appointment as committee members.

(iii) Duties

The Physical Fitness Committee will recommend program guidelines, assist in administration of fitness testing, monitor District fitness trends, and review applications for off-duty fitness programs prior to approval by the Fire Chief.

(b) Medical Evaluations

(i) Time

The medical evaluation process shall include pre-placement medical evaluations, periodic medical evaluations, and return-to-duty medical evaluations.

(ii) Examiner

Medical evaluations will be performed by a doctor of the District's choice.

- The Fire Protection District shall have an officially designated physician who shall be responsible for guiding, directing, and advising the members with regard to their health, fitness, and suitability for various duties.
- The Fire Protection District physician shall provide medical guidance in the management of the occupational safety and health program.
- The Fire Protection District physician shall be a licensed medical doctor qualified to provide professional expertise in the areas of occupational safety and health as relates to emergency services.
- The Fire Protection District physician shall be readily available for consultation and to provide professional services on an urgent basis. This may be accomplished by providing access to a number of qualified physicians.

(iii) Results

Two (2) copies of the medical evaluation results will be issued: One (1) to the employee and one (1) to the District's physician files.

(iv) Health file

The Fire Protection District shall establish and maintain a permanent health file on each individual member; the file will record the results of regular medical and fitness tests, occupational illnesses or injuries, and events that expose an individual to known or suspected hazardous materials, toxic products, or contagious diseases.

(v) Confidentiality

Health information shall be maintained as a confidential record for each individual member, as well as for a composite data-base for the analysis of factors pertaining to the overall health and fitness of the member group.

(c) Periodic Examinations

(i) Age 40 and over

All personnel 40-years and older who engage in emergency response, and all assigned Haz Mat team members, shall be re-examined by the physician on no less than an annual basis and before being reassigned to emergency duties following debilitating illnesses or injuries. Members who have not satisfied these requirements of the examination shall not be permitted to engage in emergency operations. When these examinations are conducted by a physician other than the Fire Protection District physician, the examination report shall be subject to the review and approval of the Fire Protection District physician.

(ii) Other personnel

All other personnel shall be re-examined every two (2) years.

(d) Overtime

Medical evaluations will be performed by the District doctor while personnel are on duty, or individuals will be compensated at the overtime rate if required to be evaluated while off duty. Referral medical exams will be performed off duty, without compensation.

(e) Medical follow-up

Individuals who are released to duty but are referred for medical follow-up should follow-up with a personal physician on their employee health plan.

(f) Prerequisite for return to duty

Upon release to duty following debilitating injuries or illnesses of any duration, personnel shall be subject to medical evaluation and fitness testing that is appropriate for assignment. Upon release to duty following leaves of absence, alternate assignments, or other qualifying situations, personnel shall be subject to medical evaluation, fitness testing, and skills evaluation appropriate for assignment, per this or current policy.

Section 1.05 Individual Physical Fitness Program

(a) Emergency responders

Emergency responders and other personnel engaged in fitness activities on District time shall participate in fitness testing. Fitness testing will be non-competitive and designed to encourage "best effort" for establishing individual baselines and District program effectiveness.

(b) Physical Performance Assessment

The employee shall be subject to such physical performance assessment as is required by any physical performance evaluator or assessor employed by the district, including pre-assessment measures, task performed in full turn out gear, and post assessment measures.

(c) Procedure

Participants will be tested, counseled, and given recommendations for maintenance and improvement of individual performance.

(d) Time Frames

Physical fitness profiles will be completed every two (2) years.

(e) Medical problems

If, in the opinion of the individual responsible for medical monitoring, a medical problem is identified for an employee, the employee will be referred to his/her personal physician on their employee health plan.

(i) Examples

Examples of referral include:

- An individual unable to participate in any element of fitness testing.
- An individual presenting a physical abnormality that, in the opinion of the exercise leader or physiologist, requires medical follow-up.
- An individual absent due to reporting sick or taking sick leave for any period of duration.
- An individual reporting an on the job injury or illness.

(ii) Physician's statement

Individuals referred must submit a Physician's Statement Form as prescribed by the District.

(iii) Re-testing

Upon release to full duty, the individual will reschedule to finish incomplete portions of the testing process.

1) Records

Monthly individual training records shall reflect physical fitness training hours. All programs and records will be reviewed on an individual basis.

2) Procedure

A re-test to be removed from Rehabilitation, Phase I or II, may be requested in writing through the Physical Fitness Review Committee. A maximum of two (2) re-tests may be scheduled annually. Re-tests shall be administered in accordance with the Fitness Standards listed herein.

(iv) Rehabilitation program

Members who are unable to meet the fitness standards shall enter a rehabilitation program to facilitate progress in attaining a level of fitness commensurate with the individual's assigned functions and activities.

1) Establishment

Rehabilitation programs will be established by the Physical Fitness Committee or such persons as designated by said committee, including the Training Officer, Medical Officer, exercise leader or physiologist and/or Fire Protection District physician for individuals who fail the minimum fitness standards.

a) Rehabilitation Phase I

Failure to pass standards required herein will result in emergency responders participating in a mandatory on-duty exercise program. Time will be scheduled by the supervisor for an on-duty exercise period. A Physical Fitness Training Diary tracking progress toward fitness goals will be submitted monthly to the Fitness Committee. The training diary will be maintained as part of the employee's permanent training record.

b) Rehabilitation Phase II

Failure to pass standards required herein a second time, two years later, will result in referral of emergency responders to the Fire Protection District physician.

Individuals who are referred must submit a Physician's Statement Form following referral. If released to full duty, an individual will return to Phase I with the following added conditions:

i)Special education

Monthly special education assignments shall be completed and submitted to the immediate supervisor with the training diary.

ii)Counseling

A meeting with the Fire Chief or his/her representative will be scheduled to discuss the requirements for present assignment and the need for possible reassignment to maintain a positive environment for the individual to attain fitness goals.

2) Objectives

It shall be an ongoing objective of the Fire Protection District to assist members affected by occupational injuries or illnesses in their rehabilitation and to facilitate their return to full active duty or limited duty where possible. In all cases, the Fire Protection District shall have an ultimate concern for the members' ability to regain and maintain comfortable, healthy, and productive lives during and after their service with the Fire Protection District.

Section 1.06 Training and Education

(a) Program

A program will be designed for each individual to work towards his/her optimum level.

(b) Trainer

Training and education for use of equipment, exercise, diet, and other related programs will be provided by the District and/or other contract personnel.

Section 1.07 Physical Fitness Program Maintenance

(a) Exercise equipment

Each fire station will be provided with exercise information and equipment; e.g., exercycles, rowing machines, weight benches, free weights, jump ropes, chin-up bar, step bench, mats, etc.

(b) Workout time

Emergency response personnel will be provided an exercise period for fitness maintenance and improvement using his/her designed program.

(c) Non-emergency personnel

Other personnel may request a workout schedule that is acceptable to his/her immediate supervisor and that does not adversely impact workload.

(d) Workout place

All workouts will be conducted at Fire Protection District facilities.

(e) Off-site workouts

If no on-site workout facilities exist, individuals may request -- in writing to the appropriate Division Chief -- to participate in a supervised program at a health club facility.

(f) Forty-hour employees

Forty (40) hour employees participating in a workout program will be released between 0730-0800 Hours or 1630-1700 Hours (if workload permits) for program maintenance at the approved workout facility. It is anticipated that forty (40) hour employees will workout at least thirty (30) minutes prior to or after regular work hours -- on their own time -- to maintain a one (1) hour workout program.

(g) Prohibited activities

Competitive sports that have a high potential for physical contact are prohibited (e.g., football, basketball, volleyball, etc.).

Section 1.08 Guidelines For Worker's Compensation Coverage For Off-Duty Physical Fitness Program Include:

(a) Procedures

Personnel must apply for coverage. Approval for a program will continue for a period of two years; said time period to coincide with bi-yearly District medical examinations. If continued coverage is desired, personnel must reapply.

(b) Application contents

Applications will include:

- Name
- Date
- Location of facility
- Type of program (compliance with these guidelines)

- Fitness goals

(c) Workout facilities

Workout facilities must be licensed for business (i.e., gymnasiums, spas, clubs); no private gyms/clubs will be accepted.

(d) Instructors

Workout areas are to be supervised by trained and/or certified instructors.

(e) Equipment

All equipment must be monitored, serviced, or repaired on a regular basis.

(f) Covered activities

Activities must be non-contact and non-competitive (racquet sports, individual and/or team competitions will not be covered).

(g) Program focus

Programs should focus on development of flexibility, strength, and cardiovascular endurance.

(h) Verification of injuries

Injuries must be verified by the facility supervisor. A written report will be forwarded to the District.

Section 1.09 Goals of the Physical Fitness Program

Goals of the Physical Fitness Program include

1. Maintaining physically fit personnel.
2. Reducing job-incurred illness, injuries, and disabilities.
3. Establishing medical baseline records.
4. Validating District entry-level physical standards.
5. Developing safety consciousness in a fit emergency response force.
6. Promoting high morale.
7. Reduction of incidences of absence due to sick leave.

Section 1.10 Medical Evaluation For Periodic Surveillance

Medical evaluation of employees for periodic surveillance shall include the following:

1. Complete medical history.
2. Occupational history with review of personal exposure records.
3. Physical examination.
4. Laboratory tests:
 1. Urinalysis
 2. Chemistry panel
 3. Blood count
 4. Occult blood test
 5. PSA for male employees over 50 (optional)
 6. Pap smear for female employees over 50 (optional)
5. Spirometry, pulmonary function

The Fire Protection District shall adopt and maintain a respiratory protection program that meets the requirements of ANSI Z88.5, Practices for Respiratory Protection for the Fire Service, and ANSI Z88.6, Standard for Respiratory Protection - Respiratory Use - Physical Qualifications for Personnel.

All members using SCBA shall be medically certified by a physician on an annual basis, and shall be regularly trained, tested, and certified in the safe and proper use of this equipment. When this evaluation is conducted by a physician other than the Fire Protection District physician, the evaluation shall be subject to the review and approval of the Fire Protection District physician.

The face piece seal capability of each member qualified to use SCBA shall be verified by qualitative fit testing on an annual basis and any time new types of SCBA are issued. Each new member shall be tested before being permitted to use SCBA in a hazardous atmosphere. Only members with a properly fitting face piece shall be permitted by the Fire Protection District to function in a hazardous atmosphere with self-contained breathing apparatus.

6. Audiometry
7. Vision screening
8. Evaluation of musculoskeletal system

9. Health promotion
10. Required driver's license medical exams

Section 1.11 Fitness Standards (Emergency Response Personnel)

1. Implementation:
 1. Advisory/Counseling
 2. Aerobic Fitness minimums
 3. Aerobic, Strength, and Flexibility minimums
2. Aerobic Fitness
 1. Sub-max bicycle test: 40 ml/kg VO₂
 2. Mile and a Half Run: 12 minutes or less - Re-test only
 3. Treadmill (VO₂ ml/kg): 40 ml/kg VO₂ Entry level (base line)
3. Strength
 1. Pull-ups (palms in or out): 3, or
 2. Flexed arm hang: 45 seconds, and
 3. Push-ups: 20 in 30 seconds, and
 4. Sit-ups (crunches): 30 in 60 seconds
 5. Cybex leg strength/balance:
Quads 110 minimum Entry level (base line)
Hamstrings 60% minimum
Balance between legs
10% maximum
4. Flexibility:
 1. Hip Flex (sit & reach): 12 inch minimum
 2. General Measurements as appropriate for coaching

Note: Body composition (body fat) will be advisory only, but will remain as a part of the District testing program.

The above standards will be adopted as minimums. National Physical Requirements (fitness standards) for firefighters, as may be updated, shall be adopted by the administration as the standards for the District.

Section 1.12 Physical Performance Assessment

(a) Pre-Assessment Measures:

1. Blood Pressure
2. Heart Rate
3. Start Time:

(b) The following tasks are performed in full turn out gear unless indicated

1. VO2 Max treadmill test: average fitness desired. Do not wear work boots
2. Ladder Lift- horizontal: Move wooden ladder from head to floor x 3; raise aluminum extension ladder from floor to upright x 3 3. Climb 5 rungs step ladder x 5 4. Crawl through attic space x 3
3. Walk on incline roof 6.ft while carrying 81b sledge hammer
4. Pound tire with 81b sledge hammer x 15 with right foot forward, then x 15 with left foot forward
5. Pull hoses/tires on second level of platform to first level, advance 125 ft.
6. Climb multi-level platform x 5 without a running start 9. Climb "loading dock" and go down stairs x 3; climb stairs and go down dock x 3
7. Push and pull with arms 100 lbs sled x 50 fl
8. Manipulate Pike pole x 2 min upward/downward with rubber tubing resistance
9. Standing pull of a 175 lbs. body 20 feet
10. Turn BTE 802 at 26" CW x 1 @ 750, 500, 300, and 150 lbs torque
11. Stair master x 3 minutes
12. Seated pull/drag 175# body from underneath stair platform x 20 feet.
13. Perform CPR for 60 seconds on tire in kneeling position (without tank)
14. Ascend/descend 7 steps carrying 75lbs. x 1 (without tank)

(c) Post Assessment Measures:

1. Blood Pressure
2. Heart Rate
3. Recovery Time
4. Finish Time