MEMORANDUM - Public Safety Training Memo PS14-03

TO: Senior Continuing Education Administrators

FROM: Tracy McPherson, Director, Public Safety Training Programs

SUBJECT: MCL Update: New FIP Numbers for Fire Life Safety Educator (FLSE) Certification Courses

DATE: March 7, 2014

This memo is relevant to colleges offering Fire and Life Safety Educator (FLSE) courses leading to certification from the Fire and Rescue Commission/Office of State Fire Marshal (OSFM). Please distribute on your campus as appropriate.

Three new Master Course List (MCL) course IDs have been created to allow colleges the option of offering individual FLSE topics in blocks as listed below. These block courses are available for local download (XUIC).

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
<th>Course Description</th>
<th>Rec Hrs.</th>
<th>Max Hrs.</th>
<th>Tier Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIP-4619</td>
<td>FLSE Educator I Block</td>
<td>This Fire Life Safety Education (FLSE) Educator I block course includes the following: FIP-4610 FLSE Educator I General; FIP-4611 FLSE Educator I Education; and FIP-4612 FLSE Educator I Administration. This is a NC Fire and Rescue Commission certification course that transfers as one &quot;all or nothing&quot; block to the Office of State Fire Marshal (OSFM). Students must successfully complete all parts to receive certification credit for this block course.</td>
<td>36</td>
<td>43</td>
<td>3</td>
</tr>
<tr>
<td>FIP-4620</td>
<td>FLSE Educator II Block</td>
<td>This Fire Life Safety Education (FLSE) Educator II block course includes the following: FIP-4613 FLSE Educator II Plan Develop; FIP-4614 FLSE Educator II Education; and FIP-4615 FLSE Educator II Admin. This is a NC Fire and Rescue Commission certification course that transfers as one &quot;all or nothing&quot; block to the Office of State Fire Marshal (OSFM). Students must successfully complete all parts to receive certification credit for this block course.</td>
<td>36</td>
<td>43</td>
<td>3</td>
</tr>
<tr>
<td>FIP-4621</td>
<td>FLSE Educator III Block</td>
<td>This Fire Life Safety Education (FLSE) Educator III block course includes the following: FIP-4616 FLSE Educator III Plan Develop; FIP-4617 FLSE Educator III Education; and FIP-4618 FLSE Educator III Admin. This is a NC Fire and Rescue Commission certification course that transfers as one &quot;all or nothing&quot; block to the Office of State Fire Marshal (OSFM). Students must successfully complete all parts to receive certification credit for this block course.</td>
<td>36</td>
<td>43</td>
<td>3</td>
</tr>
</tbody>
</table>

Students should be advised that this is a “Pass All, Fail All” block course. No partial credit will be given to any student who has previously completed individual classes within each block or for passing only part of these blocks. Please ensure that you and your students understand the following guidelines when using these block courses.

(continued)
Guidelines for Fire and Life Safety Education (FLSE) Block Courses FIP 4619, FIP-4620, FIP-4621

The purpose of block courses is to allow colleges to bundle individual certification courses so that they may register students for a grouping of FIP courses under one course ID and one registration process and still have the course roster transfer electronically to OSFM for the issuance of certifications. A student must successfully complete all certification training within the block to be issued any of the certifications within the block (it’s “all or nothing”). Students completing these courses will be required to register and take the written exam at a Regional Testing site, scheduled and administered through the Office of the State Fire Marshal (OSFM). Certification will be issued once the student has passed the exam and the scores have been reported.

To use the block format, the following strict guidelines must be followed to preserve the integrity of the course content for each certification, to ensure appropriate transfer of data to the OSFM, and to ensure the appropriate issuing of certifications for each student:

- **Students must successfully complete all of the certification courses that comprise a block to get credit for any of the individual courses/certifications.** This is necessary because block course numbers transferred to OSFM signify that a student has successfully completed each individual certification course/topic within the block, and certifications are issued accordingly. There is no way to pick and choose. Students either get credit for all or nothing. In addition, if a student enrolls in a block course and has previously taken any course/topic within the block as a stand-alone course, he/she still has to take the entire block. **Students should be advised of this in advance.**

- **Each course/topic within a block has its own attendance policy that must still be followed.** There is no separate attendance policy for the entire block. The individual certification courses/topics must be offered in the same manner as they would if being offered as a stand-alone certification courses with individual FIP numbers. The block format is to assist with registration management; it does not in any way change the way each course/topic within the block is to be administered.

- **Each course/topic within a block may have its own testing requirements (to include practicals, end of course exam) that must still be followed.** There are no separate tests or practicals for the entire block. Tests and practicals for each individual course/topic within the block must be offered just as they would if being offered separately. The block format is to assist with registration management and to provide options for students and departments; it does not in any way change the Fire and Rescue Commission testing requirements for any course/topic within the block. The current Policy for Testing as issued by the Fire and Rescue Commission must still be followed for each certification course/topic within a block as applicable. For details, see [www.ncdoi.com/OSFM/Fire_Rescue_Commission](http://www.ncdoi.com/OSFM/Fire_Rescue_Commission).

If you have questions about these new FIP courses, please contact your NCCCS Regional Fire and Rescue Coordinator: **Eastern Coordinator** Kenny Weatherington at weatheringtonk@nccommunitycolleges.edu; **Piedmont Coordinator** Chris Raynor at raynorc@nccommunitycolleges.edu; or **Western Coordinator** Winfield Abee at abeew@nccommunitycolleges.edu.

C: NCCCS Fire and Rescue School Directors
Wayne Bailey, OSFM
Kim Williams, OSFM

PS14-03 Email Distribution