

Fire Department / School Name:	Black Hawk College	
	Lookup	
Contact Person:	Chris Bachelder	Date: 8/29/2011
Type:	Audit	
Item Checklist	Yes/No	Comments:
Newest Employment Roster	<input checked="" type="radio"/> Yes <input type="radio"/> No	Rosters
Current employees	<input checked="" type="radio"/> Yes <input type="radio"/> No	Current class roster
Training Jackets	<input checked="" type="radio"/> Yes <input type="radio"/> No	Course completion roster
Certificates current	<input checked="" type="radio"/> Yes <input type="radio"/> No	Name of facility/school
Practicals current	<input checked="" type="radio"/> Yes <input type="radio"/> No	Location of class
Training Forms (daily or monthly)	<input checked="" type="radio"/> Yes <input type="radio"/> No	Instructor(s)
Location of training (specific)	<input checked="" type="radio"/> Yes <input type="radio"/> No	Course title or Number
Dates of training	<input checked="" type="radio"/> Yes <input type="radio"/> No	Student name and ID number
Name of instructor	<input checked="" type="radio"/> Yes <input type="radio"/> No	Student Transcripts
Instructor and Student Signatures for each training session	<input checked="" type="radio"/> Yes <input type="radio"/> No	ICCB Course approvals
Academic/practical training record	<input checked="" type="radio"/> Yes <input type="radio"/> No	State course approval
Subject taught	<input checked="" type="radio"/> Yes <input type="radio"/> No	Advisory council ad members
OSFM Objectives taught	<input checked="" type="radio"/> Yes <input type="radio"/> No	List of curriculum
Proof of training	<input checked="" type="radio"/> Yes <input type="radio"/> No	OSFM objectives met
Self study forms	<input checked="" type="radio"/> Yes <input type="radio"/> No	Written midterm exam
Quizzes	<input checked="" type="radio"/> Yes <input type="radio"/> No	Written final exam(OSFM approved)
Course Completion Rosters	<input checked="" type="radio"/> Yes <input type="radio"/> No	Practical exam(s)

Audit Failed: Audit Failed Yes Audit Failed No

Deficiencies:

Added on line courses (yes)

Added on line testing (state approved) (yes)

Listed under comments

Comments:

When a student fails a state approved written exam (either on line or in house they still can pass the college course. The transcript should state that they failed the required OSFM 70% so that the local Fire Dept. can have the student challenge the test at a regional test site, to receive their certification at that level. The OSFM will address this issue in the very near future.

Overall program is very well organized and up to date

Recommendation:

We are working on a formate that meets the college audit requirements and solving the transcript deficiencies for OSFM certification requirements.

Changes above in the comment section reflect the college audit that was performed.

Random Training Jackets Checked:

Revisit: Revisit Yes Revisit No Revisit Months

Audit Status: In Progress Complete

Update History

Who Updated	Update Date
jfraney	08/31/2011

Fire Certification Specialist (print):	
Fire Certification Specialist (print):	
Date:	

⚙ Effective March 1, 2013

⚙ The Division of Personnel Standards and Education is requiring that an Illinois firefighter must be the minimum age of 18 to participate with the OSFM Certification program. Participation includes, but is not limited to, challenging an OSFM written or practical examination, and the submission of OSFM course completion.

⚙ Any person under the age of 18 will not receive an OSFM certification.

⚙ All Illinois fire department personnel rosters must be updated to include the date of birth of all active

members serving on the fire department.

☛ The OSFM will not permit the scheduling of an applicant who has not provided their date of birth.

☛ Information, considered to be proprietary, personal or confidential in nature, may be available for viewing on this website. Such information may include, but is not limited to, personally identifiable data such as social security numbers, dates of birth, driver's license numbers, insurance policy numbers, financial data, and like information ("Information"). By accessing and utilizing this website, I agree to use any such Information solely in connection with responsibilities associated with duties as a fire department training coordinator. By accessing and utilizing this website, I agree not to distribute this Information in any format for any reason to any person outside of those directly connected to my responsibilities as a fire department training coordinator.