

Health and Wellness
Annual Physical Capability Assessment
Effective Date: September 2004
Replaces: January 2012
Revised: April 2015

1. PURPOSE

The purpose of this policy is to protect the health and well being of emergency response personnel for King County Fire District 45. This policy establishes a testing procedure and program that will provide a general indication that each firefighter and EMS Responder is physically capable of performing the duties associated with the job.

2. POLICY

District 45 wants to encourage physical fitness among District personnel by setting aside time during each 12-hour shift for fitness training.

All District personnel who are assigned to operations must successfully complete a physical capability assessment on an annual basis based on their job assignment. The required assessment for firefighters will consist of tasks that reflect actual fire ground and emergency incident activities and EMS Responders will perform tasks relevant to their duties.

The District will offer programs to encourage firefighters and EMS Responders to pass the assessment process, including incentives for firefighters who excel and support for members who need assistance in successfully passing the annual assessment.

Because of the limited nature of the EMS ability test, there are no time based incentives for passing the test.

3. DEFINITIONS

- 3.1. Structural fire fighter: Any District personnel who have completed either an IFSAC (International Fire Service Accreditation Congress) accredited academy or the District's in-house fire training academy and who have been authorized by the department to respond to and perform fire fighting duties at structure fires.
- 3.2. EMS responder: (non-combat position) A member who has successfully completed the EMS portion of the District's academy and holds a current Washington EMT certification and performs duties that do not require the use of an SCBA.

4. PROCEDURE

4.1. Physical Fitness Training

- 4.1.1. The District will allow a minimum of one hour during each work shift for physical fitness training.
- 4.1.2. Members working evening shifts can coordinate with the shift officer about working out when training and other scheduled activities have been completed.

4.2. Physical Capability Assessment

- 4.2.1. Administration – the Chief or his designee shall officiate the assessment. Two timers shall be used, one of which shall be a career firefighter (when testing for members of IAFF Local 2878) or a volunteer (when testing volunteer personnel).
- 4.2.2. Description of the Test
 - The firefighter test is described in Appendix A, attached.
 - The EMS Responder test is described in Appendix B, attached.
 - Course diagram and measurements are detailed in Appendix C, attached.
- 4.2.3. Weather – in the interest of safety, the test may not be conducted when the ambient temperature is less than 40° F or greater than 90° F. The test may not be conducted when there is ice or snow on the drill ground, or if other identified hazards are present on the drill ground.
- 4.2.4. Passing Times for the Firefighter Test
 - The passing time for the annual firefighter physical capability assessment will be seven minutes.
 - In order to encourage and reward higher levels of fitness, incentives will be offered to personnel who successfully complete the annual assessment in less than the times specified below:
 - Career personnel who successfully complete the annual assessment in less than 6 minutes will be rewarded with 6 hours of paid leave added to the individual's vacation bank for the year. Volunteer personnel will receive 12 volunteer incentive points added to their yearly total.
 - Career personnel who successfully complete the assessment in less than 5 minutes and 30 seconds shall be rewarded with 12 hours of leave time added to the individual's vacation bank for the year. Volunteer personnel will receive 24 volunteer incentive points added to their yearly total.
- 4.2.5. Passing Times for the EMS Ability Test

The maximum time for passing the timed portion of the EMS responder test will be six minutes.

4.3. Failure to Pass a Scheduled Annual Assessment

Four stages must be completed before a member of the District can be dismissed for failure to pass the Physical Capability Assessment.

4.3.1. The Initial Test – Career and Volunteer - In the event that a member fails to complete an annual assessment within the time limit, the member shall have a period of 60 days to prepare for and retake the assessment with no penalty. The member may take the test up to two additional times during the initial 60-day period.

4.3.2. After 60 days: Career

- In the event that a career firefighter fails to complete an annual assessment within the 60 day period, he or she shall be taken off the line and placed on light duty (i.e., performing administrative or other tasks and not part of shift coverage), if it is available, and have an additional 60 days to prepare for and retake the assessment. The availability of light duty work assignments is to be determined by the chief. If light duty is unavailable, the firefighter shall be placed on sick leave using the firefighter's own accumulated sick leave. If the employee has no sick leave remaining, they will be placed on leave without pay.
- During this time, the career firefighter will enter a mandatory fitness program designed and monitored by a qualified exercise physiologist. The exercise physiologist will be provided for by the District and jointly agreed upon by the district and IAFF Local 2878. The career firefighter may take the Physical Capability Assessment test up to 2 times during this second 60-day period.

4.3.3. After 60 Days: Volunteer

- Firefighter - In the event that a volunteer fails to complete an annual assessment within the 60-day period, he or she will be restricted to EMS Responder status (i.e., will not be scheduled for or allowed to perform duties that require use of SCBA).
- EMS Responder – In the event that a volunteer fails to complete an annual assessment within the 60-day period, he or she will be placed on inactive status.
- During this time, volunteer personnel who failed to pass the physical capability assessment may enter a fitness program designed and monitored by a qualified exercise physiologist. The District will provide the exercise physiologist. The volunteer may take the physical capability assessment test up to 2 times during this second 60-day period.

4.3.4. After 120 days: Career

If the career firefighter is unable to successfully complete the assessment within the second 60-day period, the firefighter will be suspended, without pay, for final 60-day period. In addition, the firefighter will report for a physical examination by a physician. The physician will be jointly agreed upon by the District and IAFF Local 2878. The District will cover the cost of such examination. If the physician determines that the mandatory fitness program initiated in the previous step is beneficial and that the career firefighter is likely to pass the physical capability assessment, the District will continue to cover the cost of the fitness program. If the physician determines that the firefighter is unlikely to pass the assessment, even with the fitness program, the District will cease funding the mandatory fitness program. The firefighter will be given two opportunities to pass the assessment prior to the end of this period.

4.3.5. After 120 Days: Volunteer

- Firefighter - If the volunteer is unable to successfully complete the assessment within the second 60-day period, the firefighter will remain on EMS responder status. If the volunteer firefighter has participated in the fitness program and wishes to continue efforts to pass the physical capability test, the firefighter will report for a physical examination by a physician. The District will cover the cost of such examination. If the physician determines if the fitness program initiated in the previous step is beneficial and that the firefighter is likely to pass the physical capability assessment, the District will continue to cover the cost of the fitness program. If the physician determines that the firefighter is unlikely to pass the assessment, even with the fitness program, the District will cease funding the mandatory fitness program. The volunteer firefighter will be given two opportunities to pass the assessment prior to the end of this period.
- EMS Responder – If the volunteer is unable to successfully complete the assessment within the second 60-day period, the EMS responder will remain on inactive status. If the EMS responder has participated in the fitness program and wishes to continue efforts to pass the physical capability test, the member will report for a physical examination by a physician. The District will cover the cost of such examination. If the physician determines if the fitness program initiated in the previous step is beneficial and that the firefighter is likely to pass the physical capability assessment, the District will continue to cover the cost of the fitness program. If the physician determines that the EMS responder is unlikely to pass the assessment, even with the fitness program, the District will cease funding the mandatory fitness program. The volunteer member will be given two opportunities to pass the assessment prior to the end of this period.

4.3.6. After 180 Days: Career

If the career firefighter is unable to successfully complete the assessment prior to the end of this third 60-day period, he or she shall be subject to dismissal.

4.3.7. After 180 Days: Volunteer

- Firefighter - If the volunteer firefighter is unable to successfully complete the assessment prior to the end of the third 60-day period, he or she will be permanently suspended from structural firefighting duties. The volunteer firefighter may continue as an EMS Responder as long as they maintain the requirements of that position.
- EMS Responder - If the volunteer member is unable to successfully complete the assessment prior to the end of the third 60-day period, he or she will be subject to dismissal.

4.4. **Sick leave/disability**

In the event that either a career or volunteer firefighter is on sick leave/disability when an annual physical capability assessment is due, he or she will take the assessment upon being released for work by a doctor.

**APPENDIX A
FIREFIGHTER ANNUAL PHYSICAL CAPABILITY ASSESSMENT
DESCRIPTION OF TEST**

The following is a description of the annual firefighter physical capability assessment.

Station number	Description
1.	Open Fire Hydrant
2.	Extend 1 ¾ Hose
3.	Carry Hose
4.	Carry Ladder
5.	Carry Saw and Cylinder
6.	Pull Chain Saw Starter Rope
7.	Walk Through Training Building
8.	Drag sled
9.	Extend Ladder Fly
10	Carry Rescue Tool
11.	Position Rescue Tool Spreader
12.	Lift Gurney
	Total Allowed Time 7:00

The test is to be conducted at the Big Rock Station.

The test is to be conducted with the firefighter wearing a structural firefighting helmet, bunker coat, gloves (ff, leather or extrication type), and SCBA pack without a mask.

Running is allowed during station 2 (hose drag) only.

Station 1. Open a fire hydrant using a standard hydrant wrench. The valve must be turned four complete turns. Proceed to Station 2.

Station 2. Drag/extend a charged 150 foot, 1-¾ in. hose line until the cap or nozzle has crossed a line marked on the ground (2A). The distance is approximately 115 ft. When setting up or resetting Station 2; three 50 ft. sections of 1 1/2 hose will be attached to the hydrant, with a nozzle on other end, and extended south, roughly parallel to NE Big Rock Rd. The hose will be extended straight to the parking stalls. The hose shall be laid along the flowerbed in the white cross striping to the flower bed where it turns west. The end of the hose with the nozzle shall be placed straight out from the west side of the white cross striping in line with that edges line. The nozzle will be placed 44 feet from the edge of the flower bed, or 24 feet 3 inches from the end of the cross striping. The remaining hose will be shaped into a "W" with the ends formed by the hydrant and the nozzle. The two bends in the hose that form the bottom of the "W" will both touch the flower bed and the width of the hose will be within the cross striping, which is approximately 3 feet 6 inches wide. Prior to the first use the hose will be charged and

APPENDIX A con'd

the hose adjusted as needed to account for stretching. Proceed through the cones to Station 3.

Station 3, 4, 5, and 6. Four separate tasks are to be completed at this location:

- Pick up a dry hose bundle consisting of 200 feet of 1 ¾ inch hose (weighing approximately 70 pounds) and carry it around the perimeter of the paved drill ground, following the route marked with traffic cones (SW, NW, NE, and SE). The distance is approximately 380 ft for each lap.
- After completing the first lap, place the hose bundle (may be dropped) on the ground and pick up a 14 ft roof ladder (approximately 28 pounds) and carry the ladder around the same route.
- After completing the second lap, place the ladder on the ground (may not be thrown or dropped) and then pick up a chain saw (18 pounds) and empty air cylinder (9 pounds) and carry these items around the same route.
- Upon completing final the lap, set the chain saw and air cylinder on the ground (may not be thrown or dropped). Pull the starting rope on the chain saw four complete times, simulating the starting of the saw (the spark plug cable should be disconnected from the spark plug and the saw chain and bar should be covered to prevent damage or injuries).

Station 7. Walk to the training building, enter the south entrance, and proceed up the south stairs, walk the length of the hall, and then walk down the north stairway. The firefighter shall make contact with every step while on the stairways. The firefighter shall leave the training building through the east doorway (7A). Proceed to Station 8.

Station 8. Move the drag sled (with attached hose strap) from the east side of the training building, around the south end, to the west door (8A) and all the way past the line. The drag sled consists of a three hinged sections. The head section has a 45lb weight bolted to it. The foot section has a 25lb weight. The middle section has no weights attached. Rescue Randy is then strapped to the surface of the sled. This is a distance of approximately 70 ft. Proceed to Station 9.

Station 9. Fully extend the fly of a 30 ft extension ladder and then lower the fly while maintaining control of the halyard. The halyard must not slip freely through the firefighter's hands. Proceed to Station 10.

Station 10. Stop and remove the SCBA. The test administrators will stop the clock when the firefighter touches the rescue tool and assist with removing the air pack. Timing will resume when the SCBA is removed and the timer counts down from 3 (3, 2, 1). Pick up the Hurst spreader tool (70 pounds) and carry it around to the other side of the training building (10A). Place the tip of the spreader tool into the slots designated. Spreader tips must be placed into a vertical and horizontal slot, as far in as they can go. Set the tool on the ground (do not drop or throw the tool). Proceed to Station 11.

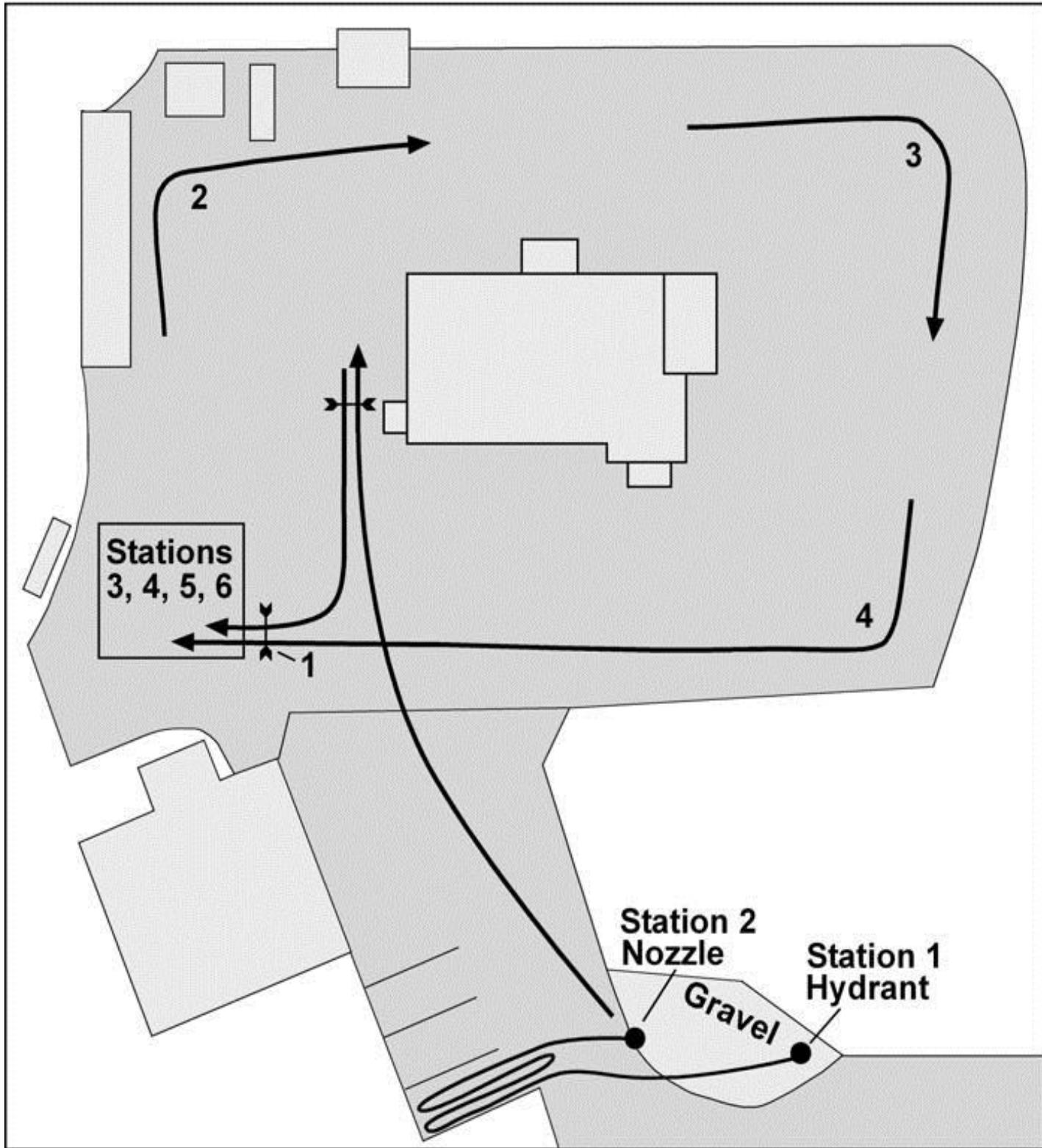
APPENDIX A cont'd.

Station 11. Lift the free end of the gurney until it comes into contact with the elevation marker. This distance is 18 inches or a total of 33 inches from the ground measured at the "foot" end. The gurney will be weighted with free weights totaling 85 pounds measured at the "tongue" of the gurney. The starting height of the gurney will be that of a standard cot in the "ground" position. Time stops when the gurney is lifted to the specified height. The gurney is then to be returned to the ground in a controlled manner (not dropped or slammed).

The following is a list of critical failures of the test:

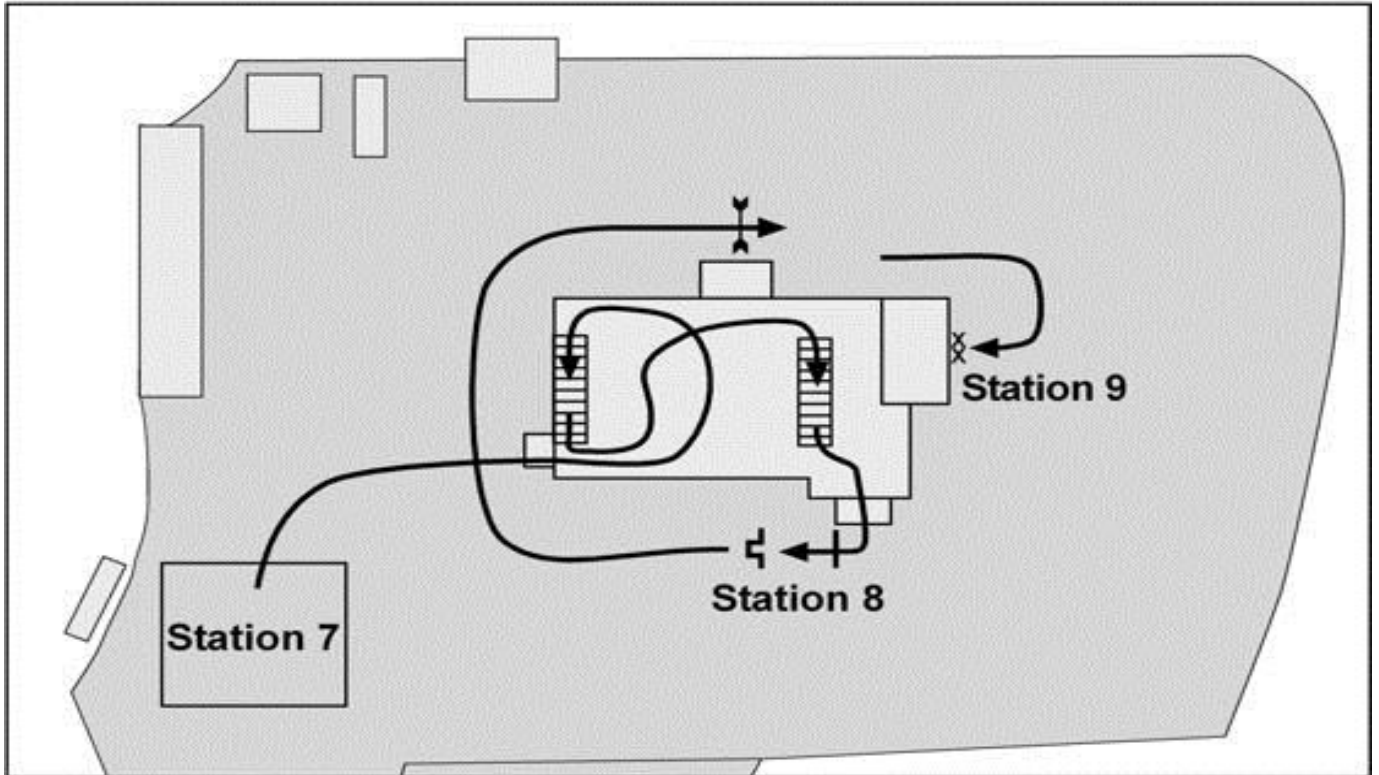
- Failure to complete the test in seven minutes or less.
- Throwing any piece of equipment during the test.
- Participation in any unsafe behavior during the test.
- Any deliberate contradiction of the test requirements.
- Three warnings for running.

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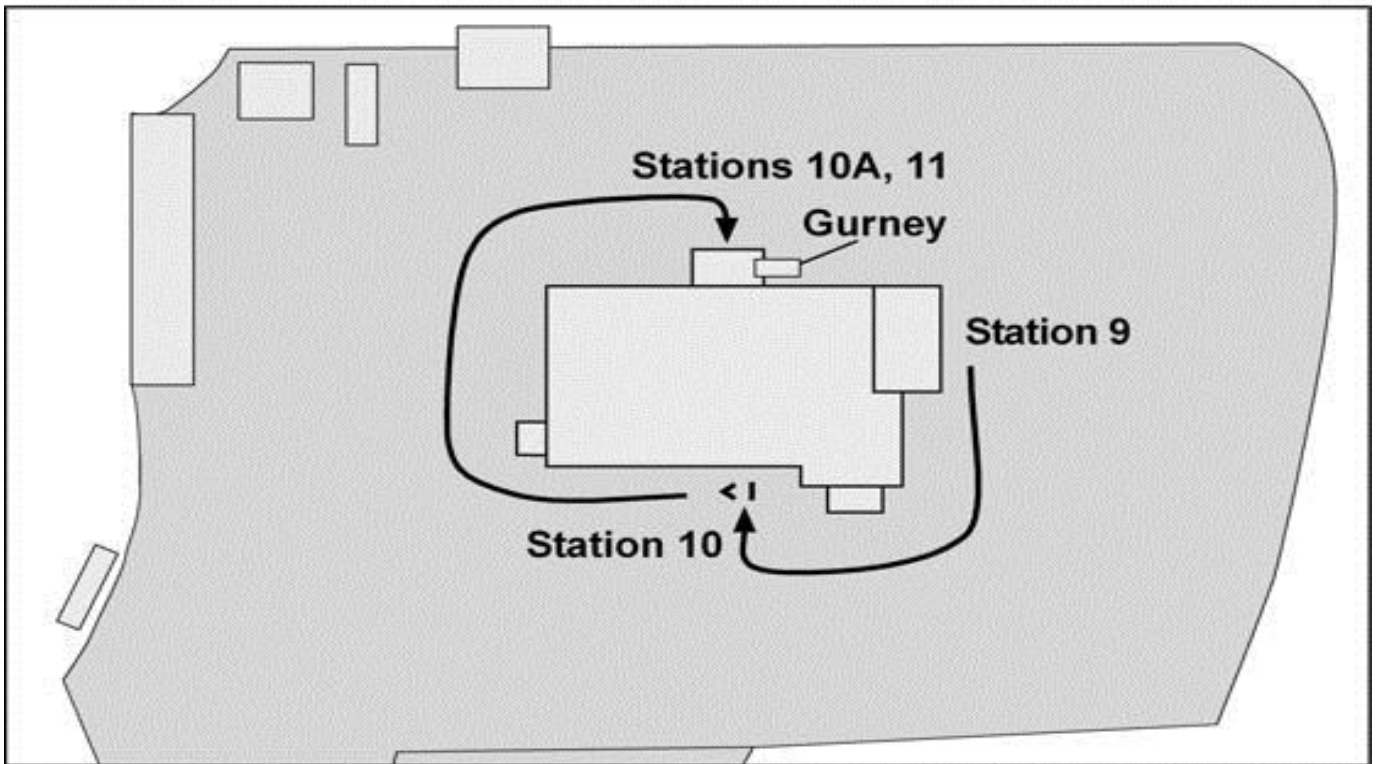


Stations 1 through 6

APPENDIX A cont'd



Stations 7 through 9



Stations 9 through 11

Maps provided to King County Fire District 45 by Becky Lauren Quinlan, 2010

APPENDIX B
EMS RESPONDER ANNUAL PHYSICAL ABILITY ASSESSMENT
DESCRIPTION OF TEST

Timed events

Station Description

1. Remove kits from aid car.
2. Negotiate stairs with kits.
3. Push/pull cot.
4. Measure endurance.
5. Drag sled

Non-Timed events (with assistance)

Station Description

1. Move dummy to a backboard.
2. Move a "loaded" backboard from the ground to the cot (from the head end), with the cot in the lowest (ground) position.
3. Lift a "loaded" cot from "ground" to "travel" position.
4. Move a "loaded" backboard from one cot to another (in travel position).
5. Move a "loaded" cot over curb from both the head and foot ends.
6. Raise the head of the cot to the load position (from the head of the cot)
7. Install a "loaded" cot into an aid car (from the foot of the cot).

The test will be conducted at the Big Rock station.

The candidates may wear sweats and athletic shoes or uniform. Shorts may be worn but are not advised. A helmet is required for the timed portion of the test and will be provided.

Running will not be allowed during the test.

4 cones will be placed on the training pad (in the same locations as the firefighter ability test) and number 1 through 4 beginning with SE corner and continuing clock-wise numerically.

The doors on the east side of the training tower shall be numbered 2 (northeast corner) and 1 (southeast corner nearest to cone # 1).

The "staging area" refers to a 20'x20' area on the south side of the tower. This area should be marked with paint prior to the test.

APPENDIX B cont'd

Safety is to be considered at all times.

Kit weights:

- Aid kit – 12 pounds
- O2 kit – 17 pounds
- BB kit – 7 pounds

The candidate will fail if any of the following occur:

- Any equipment is dropped or thrown
- The patient (rescue dummy) is dropped
- The timed portion of the test is not completed within six minutes
- The candidate is unable to perform required action(s)

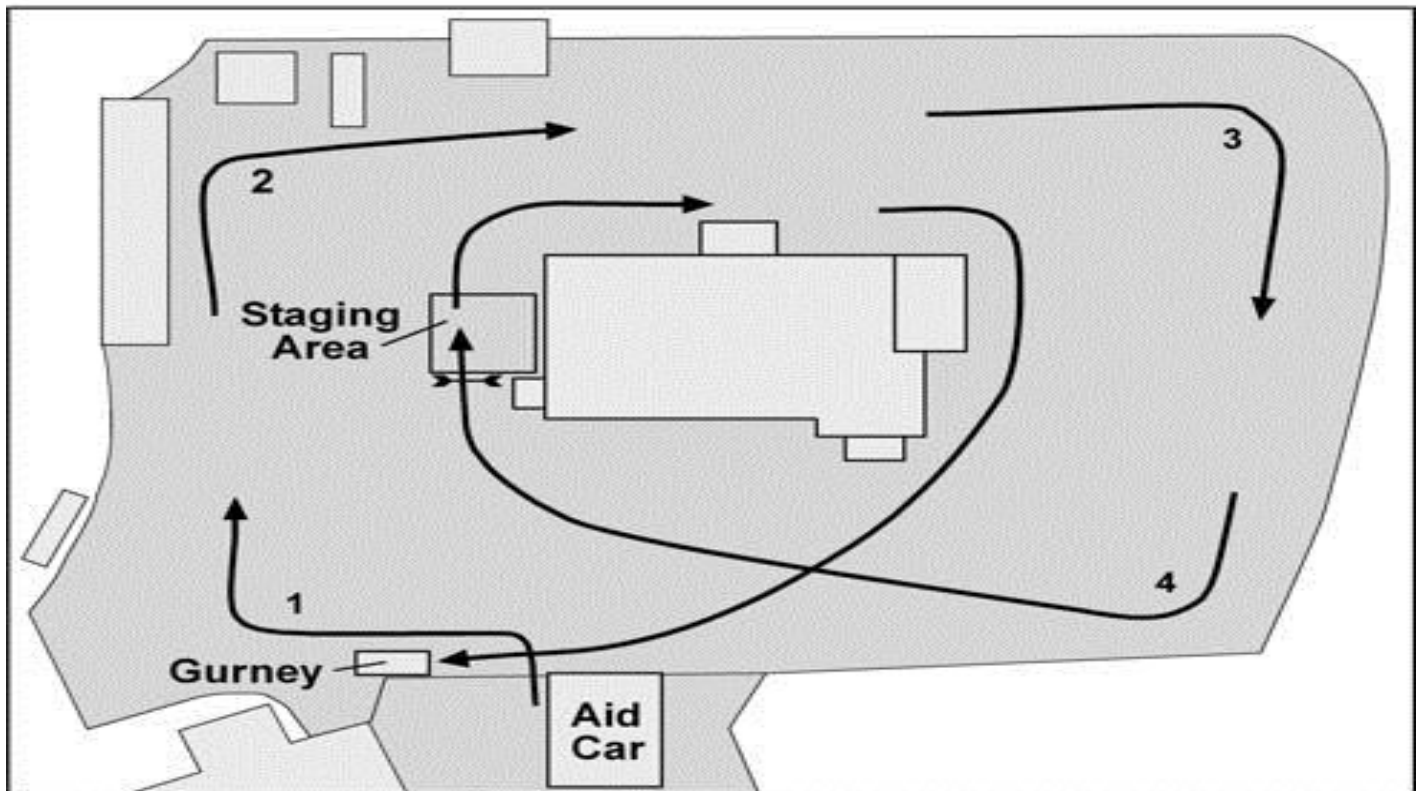
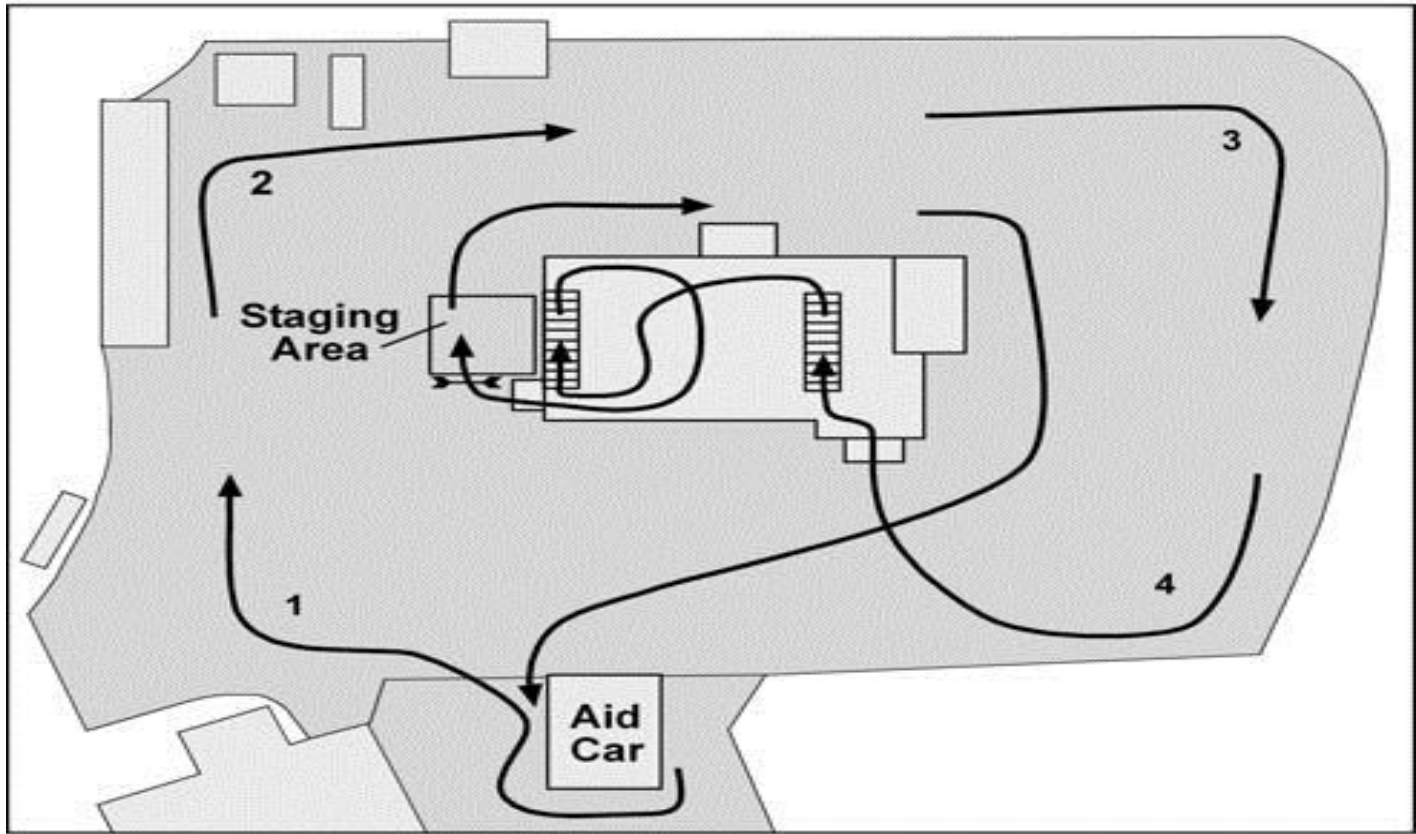
The timed portion of the test begins with the candidate starting in the driver's seat of the aid car with the driver's door closed. The aid car is parked with the rear doors near the gate and the front facing Big Rock Road. The clock starts when the driver's door is opened by the candidate.

1. The candidate will exit the aid car proceeding around the front of the aid car and remove the aid and O2 kits from their compartment (opened prior to the start of the test) and then walk (in a clock-wise direction) around cones one through four. After rounding cone number four, the candidate will enter the training tower through door two and proceed up the stairs (hitting every step), across the second floor and down the south stairwell (again hitting every step) and out door number one. Once outside, the candidate will place the kits in the staging area on the south side of the tower.
2. The candidate will then proceed clockwise around the training tower and return to the aid car and remove a backboard and the backboard kit (from open compartments) and walk around cones one through four in a clock-wise direction. After rounding cone number 4 the candidate will place the backboard and kit in the staging area with the other kits.
3. The candidate will then proceed clockwise around the training tower and return to the aid car and retrieve a cot (in the travel position outside the unit) and push or pull it around cones one through four in a clock-wise direction. After rounding cone number four the cot will be positioned inside the staging area with the kits and backboard.
4. The candidate will then walk around the tower (in a clock-wise direction) to the drag sled (description of sled is in appendix A) The sled will then be dragged around the corner to the staging area. This distance is approximately 35 feet. Time will stop when the sled is completely within the designated area.

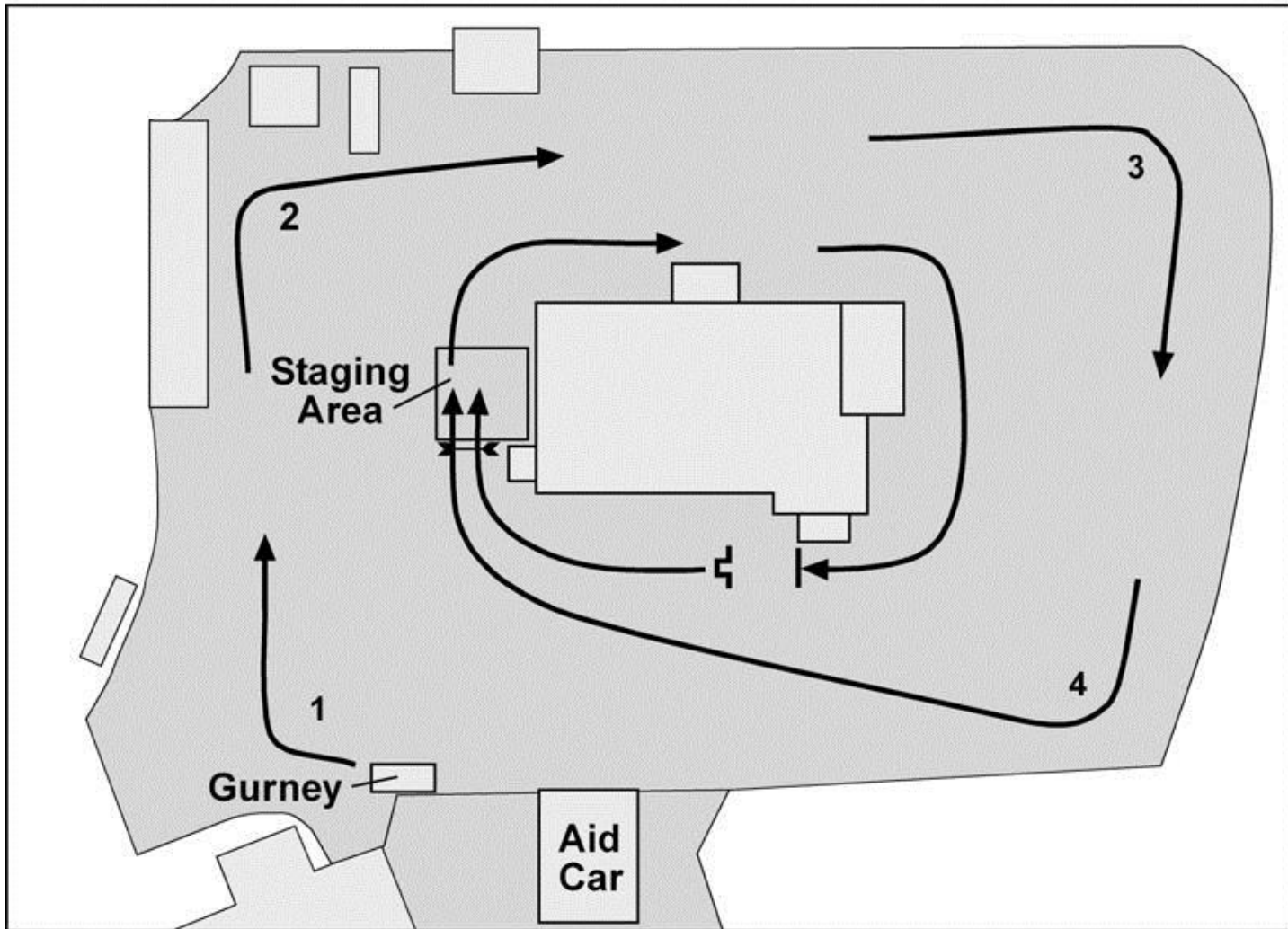
APPENDIX B cont'd

5. The candidate will then be partnered with an approved assistant for the remainder of the test. The first action will be for the candidate to move the dummy from the ground to the backboard. The candidate will work from the "head" end and the assistant will operate at the "foot" end. The backboard will be placed parallel to the dummy and lifted sideways from the ground to the backboard. The candidate must lift the dummy without use of any straps or handles. The task will be considered complete when the shoulders of the dummy are completely on the backboard and the head is positioned within six inches of the end of the board. (The assistant will then apply the spider straps securing the dummy to the backboard prior to the next station).
6. The "loaded" backboard will then be lifted from the ground and placed on the cot (in the lowest or "ground" position). Again the candidate will operate the "head" end of the backboard. The task is complete when the backboard is correctly positioned on the cot. (The assistant will then secure the cot straps around the dummy and backboard before the next movement).
7. The "loaded" cot will then be moved from the *ground* position to the *load* position with the candidate lifting the "head" end of the cot. The task is complete when the cot locks into the load position. The candidate will only have to lift the cot, an assistant will hold the base of the cot to keep it from moving. The assistant will then drop the cot to the travel position before the next movement
8. The candidate will then move to the foot end of the cot and lead the assistant clockwise around the training tower to door number one and enter the building. Once inside the assistant will change positions with the candidate and lead the cot out of the building through door number two and continue to the aid car. The task will be completed when the cot is at the rear of the aid car.
9. (The assistant will then position a second cot next to the "loaded" cot and lock the wheels and remove the straps on the cot). Both cots will be in the travel position. The candidate will then be required to transfer the backboard from one cot to the other operating at the "head" end. The task will be completed when the backboard is correctly placed on the second cot.
10. (The assistant will secure the backboard to the second cot with the straps prior to the last movement and place the cot in the "load" position). The candidate will be required to lift the cot into the back of the aid car while the assistant operates the release and lifts the wheels. The wheels of the cot will be positioned on the deck of the aid car by the assistant prior to the candidate lifting the cot into the aid car. The task will be considered complete when the cot is within the back of the aid car. (Note: it is not required for the cot to lock in.)

APPENDIX B cont'd

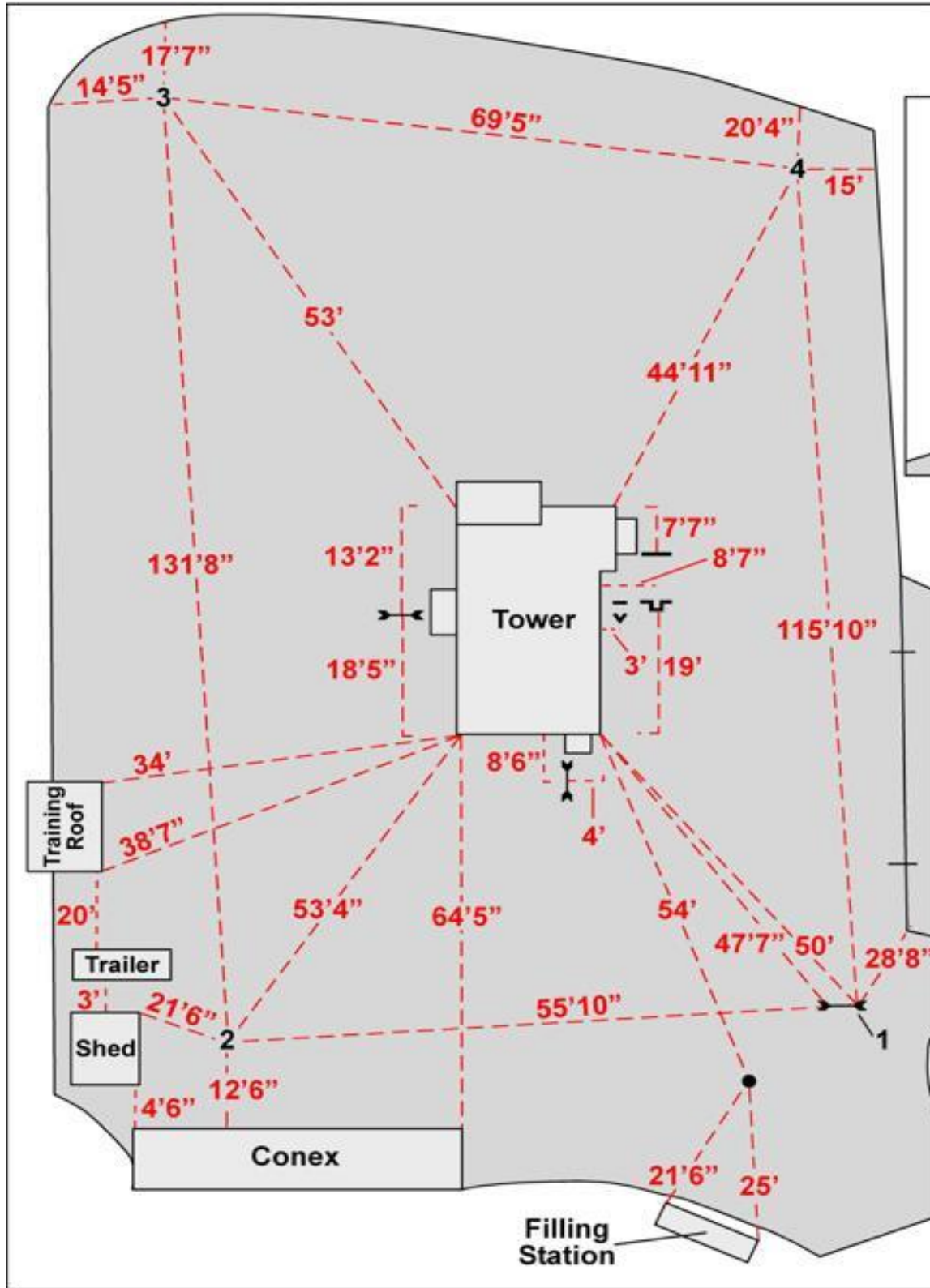


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Maps provided to King County Fire District 45 by Becky Lauren Quinlan, 2010

APPENDIX C DRILL GROUND MEASUREMENTS



All measurements in feet and inches
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