



OGLETHORPE COUNTY FIRE RESCUE STANDARD OPERATING PROCEDURES/GUIDELINES

TITLE: Membership

SECTION/TOPIC: Administration

ISSUE DATE: January 11, 2021

REVIEW DATE: February 27, 2023

These SOPs/SOGs are based on FEMA guidelines FA-197

1.0 SCOPE

1.1 This standard applies to all leadership, officers, and members of the department.

2.0 GENERAL INFORMATION:

- 2.1 Each prospective firefighter will complete an application package consisting of a: Criminal History Release Form, Drivers History Release Form, and a Medical Release Form before being considered for an appointment to a fire station.
- 2.2 Application packages may be obtained from a Station Chief.
- 2.3 Through the process of submitting an application package, the applicant voluntarily agrees that by signing the afore mentioned Release Forms, he/she is authorizing agents of Oglethorpe County to perform a criminal and driving background check on the applicant.
- 2.4 Once the Application Package is completed and turned into a Station Chief, it will be turned over to the department leadership for a review process.
- 2.5 A review may consist of a formal interview of the prospective firefighter.
- 2.6 The department leadership shall have the final decision on whether or not a prospective firefighter may join Oglethorpe County Fire Rescue.
- 2.7 Once the Application Package is reviewed and accepted, a time will be coordinated to conduct a physical assessment lab.
- 2.8 All applicants must meet or agree to the following:
 - 2.8.1 Be at least 18 years of age.
 - 2.8.2 Have a valid Georgia driver's license.
 - 2.8.3 Be in good physical shape.
 - 2.8.4 Complete the first available basic firefighting course.
 - 2.8.5 Be a resident of Oglethorpe County or within three (3) miles from the county line.
 - 2.8.6 Have not been convicted of a forcible felony or a non-forcible felony within the past 10 years.
 - 2.8.7 Have not been convicted of a DUI first offence within the past 3 years, and/or a DUI second offence within the past 10 years.
 - 2.8.8 Successfully completed the firefighter assessment lab within the given time.
 - 2.8.9 Should have a high school diploma or a GED.
 - 2.8.9.1 Exceptions can be made at the discretion of the station chief and/or department leadership.

- 2.9 After an applicant has been accepted, he/she will be allowed to join the designated station on a trainee status and will be on a one-year probationary period. During the probationary period, the prospective firefighter must complete the following:
 - 2.9.1 A Registered Volunteer Firefighter course (or higher)
 - 2.9.2 FEMA NIMS 100, NIMS 200, NIMS 700, and NIMS 800
 - 2.9.3 Minimum First Aid and CPR with AED training
 - 2.9.4 Obtain a Class F License (or higher)
- 2.10 During the trainee/probationary period, the prospective firefighter may be issued a complete set of protective clothing and may respond to fire calls but will not take an active role in fire suppression.
- 2.11 Probationary/trainee firefighters will, in the event of a fire call, report to their station or respond to the scene in his/her personal vehicle.
 - 2.11.1 When responding in a personal vehicle (POV), the driver will obey all traffic laws.
- 2.12 The prospective firefighter should use the probationary period to familiarize his/her-self with all of the equipment carried on the fire apparatus and learn the policies and procedures of Oglethorpe County Fire Rescue.