

Volume V Special Operations



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Superstition Fire & Medical District

Superstition Fire & Medical District

Code of Conduct

The following list of directives represents the personal conduct standards for members of Superstition Fire & Medical District (SFMD).

Professionalism

Every member of the Superstition Fire & Medical District is expected to conduct him or herself in a highly self-disciplined manner and is responsible for his/her conduct in a positive, productive, and mature way.

ALL Members Shall:

- ❖ Follow all operational manuals and written directives of the SFMD.
- ❖ Use their training and capabilities to protect the public at all times, both on and off duty.
- ❖ Treat with respect the public and District employees regardless of race, gender, religion, color, national origin, age, marital status, or disability.
- ❖ Work competently in their positions to cause all organizational programs to operate effectively.
- ❖ Always conduct themselves to reflect positively on the organization.
- ❖ Supervisors will manage employees in an effective, considerate manner; subordinates will follow instructions in a positive, cooperative manner.
- ❖ Obey the law.
- ❖ Communicate with one another as to activities, suggestions, problems, and status of their respective units, companies, station facilities, and shift.
- ❖ Always act in a manner that creates good order within the organization.
- ❖ Keep mentally and physically fit to perform the essential functions of your positions.
- ❖ Be concerned and protective of each member's welfare.
- ❖ Observe the work hours of their position.
- ❖ Operate safely and use good judgment.
- ❖ Be careful with district equipment and property.

ALL Members Shall Not:

- ❖ Engage in any activity that is detrimental to the organization.
- ❖ Engage in a conflict of interest with the district or use their position with the organization for personal gain or influence.
- ❖ Fight.
- ❖ Remove, damage, or tamper with another member's personal property or the property of the Superstition Fire & Medical District.
- ❖ Abuse their sick leave.
- ❖ Steal.
- ❖ Display potentially offensive or sexually suggestive materials at all district facilities.
- ❖ Use alcoholic beverages, debilitating drugs, or any substance that could impair their physical or mental capacities while on duty.
- ❖ Engage in any sexual activity while on duty.
- ❖ Use personal cell phones, photo/electronic communication devices, music devices, while driving fire apparatus, responding to or at emergency incidents, or at public events/appearances.



Superstition Fire & Medical District

Declaration of Ideals

Our Mission

- ❖ Preserve Life
- ❖ Protect Property
- ❖ Add Value to Our Community

Our Vision

To be the premier fire district in the state of Arizona.

Our Values

- ❖ Responsive
- ❖ Professional
- ❖ Innovative

Our Ideals

Excellence

- ❖ We are committed to the delivery of high quality and timely emergency and non-emergency services.
- ❖ We place a high value on the quality of life and actively promote programs that enhance community health, and safety.
- ❖ We conduct ourselves professionally. We believe our performance and attitude are essential to earning our citizens confidence and trust.
- ❖ We believe that prudent management of the community's resources demonstrates our respect for the citizens whose monies support this organization.
- ❖ We have respect for the community, the organization, each other, and those we serve.

Workforce

- ❖ We are united in our efforts to support, respect, and encourage individual talents and contributions.
- ❖ We are committed to building a workforce that is representative of the community we serve. We place a high value on equal employment opportunity and a work environment free from discrimination.
- ❖ We place a high value on individual responsibility and accountability. We recognize self-discipline as the cornerstone of organizational success.
- ❖ We are committed to education, training, and employee skill development. We encourage actions which keep employees motivated and competent.
- ❖ We are committed to maintaining as safe a working environment as possible given the hazardous nature of the duties we perform in service to our community.
- ❖ We value open communication and sharing of ideas. We encourage ideas that improve our member's health, safety, and wellness.
- ❖ We are committed to a positive and productive labor/management process.

Elected Officials

- ❖ We recognize the importance of the process which elected the Board of Directors.
- ❖ We recognize the importance and the difficulty of the Board of Director's job.
- ❖ We are committed to supporting the Board of Director's efforts in reaching policy decisions that establish the District's goals and direction.




The Superstition Fire & Medical District is community owned and operated for the sole benefit of the citizens we serve. We encourage and value citizen input and participation.



Volume IV – Fire & Medical Training


500.00: Technical Rescue Team (TRT)..... 2
500.01: TRT Annual Training Requirements 3

 Special Operations	Series: 500	Volume: V	Special Operations	
	500.00: Technical Rescue Team (TRT)			
	Effective Date:	February 2017	Revision Date:	February 2017
	Approved by:	Emergency Services		

Series 500

Technical Rescue Team

(TRT)

 <p>Special Operations</p>	Series: 500	Volume: V	Special Operations	
	500.01: TRT Annual Training Requirements			
	Effective Date:	February 2017	Revision Date:	February 2017
	Approved by:	Emergency Services		

Purpose

To establish minimum annual training requirements for certified Technical Rescue Technicians (TRT). Technical rescue incidents are considered “High Risk-Low Frequency” events which pose substantial hazards for both the victims and rescuers. Participation in annual Technical Rescue Training is essential for the maintenance of knowledge, skills, competency, and to ensure safe practices for our members and their team mates.

General

TRT members are routinely scheduled for fifteen (15) specific training sessions annually with the East Valley Training Consortium (Mesa, Tempe, Chandler, Scottsdale, and Salt River).

- A. The schedule may require members to attend full day or half day training sessions.
 - 1. Full day sessions consist of two (2) training classes in the same day and half day sessions consist of only one (1) training class.
 - 2. Classes are scheduled from 09:00 - 12:00 and 13:30 - 16:30, leaving 1.5 hours for lunch and travel time between various training locations.
- B. Additionally, members are scheduled for one (1) in-house training session per calendar year to accomplish five (5) hours of department specific training.
- C. The training calendar and assigned training dates are provided to team members in advance as soon as the dates have been scheduled.
- D. Members will be scheduled to attend on-duty training on their assigned shift days.
- E. District vehicles will be made available for transportation of members and equipment but must be approved each day by the on-duty Battalion Chief.
- F. Members are discouraged from attending training on days other than their own scheduled shift days. This is to ensure that an equitable number of personnel are participating during each training session.
- G. Members are discouraged from attending training on days other than their own scheduled shift on a scheduled training day.

Policy

- A. The annual TRT training schedule currently provides the following:
 - 1. Fifteen (15) three (3) hour training sessions (East Valley Training) related to various disciplines.
 - 2. One (1) five (5) hour in-house training session related to district specific training.
 - 3. Total = 50 annual training hours per member.
 - 4. Based on a typical training schedule, the 50 annual hours of training are split approximately 23-27 hours for each six month interval (Jan-June and July-Dec). Members must attend approximately 17.5 training hours each six month period to achieve the 70% requirement. In some instances, less than 15 training classes are scheduled throughout a year. In these cases, the 70% will be calculated based on

actual scheduled training hours.

- B. TRT members will be required to attend 70% of all scheduled TRT training each calendar year and will be assessed at six month intervals (January – June and July – December).
- C. Members will be allowed to complete one (1) on-duty training session (3 hours) per calendar year to serve as a makeup day for a missed training session if approved in advance by the program manager.
 - 1. In such cases the member will be provided with a training outline and will be required to submit a completed assignment.
- D. Members who fail to meet the training requirement during any six month period will have their incentive pay suspended for the following six month period.
 - 1. The member must achieve the 70% attendance requirement in the following six month period in order to have their incentive pay reinstated.
 - 2. Incentive pay that was lost during the six month suspension period is not recoverable.
- E. Any member(s) who is non-compliant for a period of 12 months may be removed from the TRT.
- F. Documented extenuating circumstances which prevented a member from achieving the 70% requirement will be considered.