

# INSTRUCTOR BULLETIN



April 2021

## Quick Links

[EMS Continuing Education Report Forms](#)

[Fire Certification Information and Documentation](#)

[Title 836 IAC Article 4. Training and Certification](#)

[Board of Firefighting Personnel Standards and Education](#)

[IDHS Training Information](#)

[WebForms](#)

[After-hours Certifications Help](#)

## Curriculum Update

The Academy will be updating curriculum to the most recent standards. Subject matter experts (SME) interested in working with the Academy to develop the State fire training curriculum should email their respective Academy program manager with their interest.

1. Committee Chair – Discipline-specific IDHS coach
2. SME Committee Teams -- Members will be from different geographical locations
  - 1 SME Northern Indiana
  - 1 SME Central Indiana
  - 1 SME Southern Indiana

## Testing Portal Coming Soon

The [Acadis Course Testing](#) portal is now located on the [Indiana Fire and Public Safety Academy](#) website and will soon be on the Acadis homepage. This gives students easier access to the course testing portal from the Academy website or from the Acadis homepage.

The “*Course Testing*” portal hyperlink is located under Fire Certification section of the Academy webpage.

Expand the “*Course Registration and PSID Numbers*” by clicking the “+” on the right side of the page.

### Course Registration

- [Browse and Register for Courses](#)
- [Course Testing Login](#) 
- [IFSAC Certification Application](#)
- [IFSAC Credit Card Payment Application](#)
- [Prerequisite List](#)

You will also find the Academy’s prerequisites list and other helpful information links

## IFSTA Policy Update

To improve the security of chapter tests and quizzes, the International Fire Service Training Association (IFSTA) now requests that fire departments limit their instructors with access to ResourceOne downloadable curriculum content to four (4) per department.

These four (4) instructors are allowed to share course content as needed with other instructors, but IFSTA will not provide access to more than four instructors per department. For more information, contact IFSTA/Fire Protection Publications Representative John Konrad at [konradj@osufpp.org](mailto:konradj@osufpp.org).

## Regional District Fire Training and Instructor Update Meetings

Beginning in May, the Academy will host quarterly virtual district fire training and instructor update meetings for district coordinators, fire training councils and Academy fire training instructors.

After the initial meeting, the Academy will hold one meeting per quarter per region. The date of the meeting will always be on the 15<sup>th</sup> of the month from 6:30 p.m. - 7:45 p.m. Eastern. This will allow the Academy to communicate with those in Indiana’s fire

- 1 SME who is from career fire department

- 1 SME who is from a volunteer fire department
- 1 SME from the Instructors Association

C. SME volunteers will have a 120-150 day turnaround time for the update process

service who cannot attend meetings during the day and provide a predictable meeting schedule.

All Academy program managers, the logistic manager, Academy certifications supervisor, Fire Training district coordinators and Academy leadership will be in each meeting to provide consistent information across the state.

Questions for discussion during the meeting should be sent to the appropriate Academy district coordinator and/or Academy program manager a minimum of seven days prior to the meeting date to allow staff sufficient time to provide the best answer possible.

## Initial meeting dates and rotation schedule

### District propane tanks

The Academy is in the process of purchasing one 1000-gallon propane tank per district. This will help solve the issue who can refill the tank and get reimbursed.

If the state ever changes vendors we can still get the tanks refilled and if a local fire department is using the propane for local trainings then they can have the tanks refilled with the vendor of their choice.

1. District Fire Training Council will decide which training site will house the tank
2. Academy district coordinators should work with their Academy program manager to complete this project.

**Fire Training Districts 1, 2 & 3** – May 13, 2021, at 6:30 p.m.-7:45 p.m. EDT.

Rotation:

- July 15, 2021
- October 15, 2021
- January 15, 2022
- April 15, 2022

**Fire Training Districts 4, 5 & 6** – May 20<sup>th</sup>, 2021, at 6:30 p.m.-7:45 p.m. EDT.

Rotation:

- August 15, 2021
- November 15, 2021
- February 15, 2022
- May 15, 2022

**Fire Training Districts 8, 9 & 10** – May 27<sup>th</sup>, 2021, at 6:30 p.m.-7:45 p.m. EDT.

Rotation:

- September 15, 2021
- December 15, 2021
- March 15, 2022
- June 15, 2022

A Teams Meeting invite will be sent to the Fire Training district coordinator and the Academy program manager so they can forward to the District Fire Training Council, representatives and instructors

The Fire and Public Safety Academy is dedicated to providing outstanding customer service and delivering professional fire and public safety training, education and certification to Indiana's first responders in support of the Indiana Department of Homeland Security's mission of protecting the people, property and prosperity of Indiana.

**Contact the Indiana Fire and Public Safety Academy at**  
[firecertifications@dhs.in.gov](mailto:firecertifications@dhs.in.gov)