



Last Name: _____

First Initial: _____ M.I.: _____

Recruit No. _____
(Office Only)

SECTION 2: Recruit Applicant Packet

✓ Documentation Checklist

✓ Recruit Equipment & Supply Checklist

Documentation Check List

For use by **Training Officer and Recruit Applicant**

**Completed and submitted on the
FIRST DAY OF THE PROGRAM**

The following documents are required to be completed and brought by the recruit on the first day of the Recruit Firefighter Program.

- PAGE 1 – **Health Care Provider Form**
- PAGE 2 – **Fire, Live Fire, and Flashover Survival Participation Authorization Form**
- PAGE 3 – **Recruit Personal Information Form**
- PAGE 4 – **Recruit Medical Information Form**
- PAGE 5 – **Allergies**
- PAGE 6 – **Emergency Contact Information**
- PAGE 7 – **Authorization for Release of Grades Form**
- PAGE 8 – **Emergency Medical Training**
- PAGE 9 – **Fire Academy and Fire Department Mission Statements**
- PAGE 10 – **Day 1 Reporting Procedures**

****For the timely and accurate processing of the Recruit Application, this information needs to be provided according to the strict timelines outlined. If there are extenuating circumstances requiring any deviation, a positive contact needs to be made with the Recruit Program Coordinators at 860-627-6363, or cfprecruit@ct.gov***

Copy this checklist for each recruit and complete required documentation and procure equipment prior to start of class. Copies of documentation maybe found by going to the CFA website (www.ct.gov/cfpe) / Training & Education / Recruit Application Package



Last Name: _____ First Initial: _____ M.I.: _____

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Documentation Checklist

(continued)

Copied and submitted on the FIRST DAY OF THE PROGRAM

The following copies of documents are required to be brought by the recruit on the first day of the Recruit Firefighter Program.

Copy of Emergency Medical Training; Cards, Certification and/or License

Copy of Fit Testing Information

If the Fire Department has completed Qualitative Fit Testing, then a copy of the Fit Testing report should be submitted by the Recruit on the first day.

Requests Recruit to be Fit Tested by CFA staff

****For the timely and accurate processing of the Recruit Application, this information needs to be provided according to the strict timelines outlined. If there are extenuating circumstances requiring any deviation, a positive contact needs to be made with the Recruit Program Coordinators at 860-627-6363, or cfprecruit@ct.gov***

Copy this checklist for each recruit and complete required documentation and procure equipment prior to start of class. Copies of documentation maybe found by going to the CFA website (www.ct.gov/cfpc) / Training & Education / Recruit Application Package



Last Name: _____ First Initial: _____ M.I.: _____

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Recruit Equipment & Supply Checklist

For use by **Training Officer and Recruit Applicant**

Provided by Fire Department and required by the Recruit on the first day
ON THE FIRST DAY OF THE RECRUIT PROGRAM

The following equipment is to be provided by the sponsoring fire department and brought by the recruit on the first day of the Recruit Firefighter Program.

Personal Protective Equipment:

Structural Firefighting Protective Clothing:

Structural Firefighting Protective Clothing must be NFPA-1971 Compliant.

SFFPC must be compliant to NFPA 1851 prior to conducting Live Fire Training.

Used PPE is recommended; Outer Shell, Vapor and Thermal Barriers must not be compromised.

Turnout Coat

Turnout Pants

Turnout Boots

Helmet

Hood

Gloves (2 Pair)

The recruit should be advised to contact a Fire Department representative immediately when PPE is damaged or missing.

Self-Contained Breathing Apparatus with cylinder

2 Spare SCBA Air Cylinders

SCBA must be ANSI and NFPA Compliant SCBA. Air Cylinders must have current hydrostatic testing.

All SCBA and SCBA Cylinders should be clearly marked with Fire Departments Name.

Department Note: The CFA recommends the purchase of cylinder protective sleeves to reduce wear on SCBA equipment. One company we know of is: 3-dpolymers, 13026 South Normandie Avenue, Gardena, California 90249 Tel: 310-324-7694 Web: <http://www.3-dpolymers.com/protective-sleeves/>

Personal Safety Equipment:

Safety Glasses

Work Gloves

22'- 1" Tubular Webbing (NFPA 1983 Compliant)

Academics:

6 Pencils

2 Black Pens

2 Highlighters

3 Holed Punched Lined Paper

3" White Binder (Recommended)



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Last Name: _____ First Initial: _____ M.I.: _____

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Recruit Equipment & Supply Checklist

(continued)

Applicant Checklist:

For use by **Recruit Applicant**

Personal Items provided by the Recruit and brought ON THE FIRST DAY OF THE RECRUIT PROGRAM

The following items are to be brought by the recruit on the first day of the Recruit Program.

Physical Fitness Clothing:

- Gray Gym Shorts**
- Running/Exercise Shoes**
- Personal Bath Towel**
- Personal Bathing Suit** (Boxer Type and One-Piece Suits ONLY)

- Knee Pads** (optional but highly recommended)
- Gray Sweat Pants** (optional)
- Gray CFA Sweat Shirt** (optional)

Personal Items:

- Personal Hygiene Items**

Example of items required:

Toothbrush w/toothpaste
Shaving Kit: Electric Razor or Safety Razor w/shaving cream
Soap in a **Plastic Soap Dish**
Shampoo
Q-Tips
Chap stick
Deodorant
Comb or brush
Female Hygiene items (if required)

- Bedding for Single Mattress Bed** (Fitted Sheet and Top Sheet - **NO SLEEPING BAGS**)
- Pillow Case**
- Pillow** (optional)
- Personal Bath Towel and Facecloth** (optional)
- Padlock for Gear Locker**

Copy this checklist for each recruit and complete required documentation and procure equipment prior to start of class. Copies of documentation maybe found by going to the CFA website (www.ct.gov/cfpc) / Training & Education / Recruit Application Package



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First Day of Class – Reporting Procedure

- First Date of Class:** Thursday; February 13, 2014
- Start Time:** 08:00, *Students should plan on arriving early*
- Reporting In:** Students report to the Cafeteria for Sign in. If you enter from the rear parking lot, follow the sidewalk to a glass door in a breezeway between the two major structures. Take a left up the ramp, Cafeteria is on the Left.
- Student Parking:** Students Vehicles will be parked behind the Administration Building in the designated area, furthest from the building to allow more space for daily traffic parking.
- Traffic Cones with signage will be displayed for First Day arrivals to assist with directions for parking.
- Required Documents:** Prepare Recruit Application – Section 2 documents for collection:
- PAGE 1 – Health Care Provider Form
 - PAGE 2 – Fire, Live Fire, and Flashover Survival Participation Authorization Form
 - PAGE 3 – Recruit Personal Information Form
 - PAGE 4 – Recruit Medical Information Form
 - PAGE 5 – Allergies
 - PAGE 6 – Emergency Contact Information
 - PAGE 8 – Medical Demographic Cards
 - PAGE 9 – Authorization for Release of Performance Information Form
 - PAGE 10 – Emergency Medical Training
 - PAGE 11 – Fire Academy and Fire Department Mission Statements
 - Copy of EMS training Certification/License (EMR/EMT/EMT/P)