

GUIDELINES
BLOOMFIELD GENOA CITY
FIRE & RESCUE

NEW MEMBER & EMPLOYEE ORIENTATION

ACCEPTED DATE:

01-31-2008

REVISED DATE:

GUIDELINE NUMBER:

19

NUMBERS OF PAGES

1

ACCEPTED BY:

Purpose:

The purpose of this guideline is to establish an orientation before new members or employees may respond to calls or work shifts.

Guideline:

The following is a list of things that must be completed before a new member or employee will be issued a pager, may respond to calls or work shifts.

1. Must have TB skin test / Hepatitis B vaccination
2. Must have completed Bloomfield Genoa City's Blood Borne Pathogen and HIPPA class
3. Must have completed NIMS 100, 200 and 700
4. Must have completed a CPR class or current health care provider from AHA
5. Must be issued and have an understanding of the Bloomfield Genoa City Fire and Rescue book of policies and guidelines
6. Must have tax and direct deposit paper work filled out and turned in
7. Must have accountability tags (PASS) and an understanding of how it works
8. Must be issued all required PPE (if the proper sizes are available) by Company Captain
9. Must have an understanding of how to use the UHF and VHF radios at the station
10. Must fill out the proper paper work and have a picture taken for the Walworth County I.D. Tags

The Bloomfield Genoa City Fire & Rescue shall complete each of the following with the new member or employee

1. Issue a pager. New employees shall use the on duty pager when working
2. Issue an e-mail address if they do not already have an existing one
3. Issue a locker. If a locker is not available a gear bag will be issued