



DEPARTMENT OF FINANCIAL SERVICES

Division of State Fire Marshal
Bureau of Fire Standards and Training

Title: Syllabus for Legal Issues for the Safety Officer

Revision: Aug. 2022

Section I - Course Information

Course Title: Legal Issues for the Safety Officer

Course Number(s): BFST/FFP/ATPC7529

Class Days/Time: If being taught at the Florida State Fire College Campus 11655 NW Gainesville Road, Ocala, FL 34482 Bldg. C – Classrooms – Monday - Friday 8 a.m.- 5 p.m. Additional coursework outside the classroom totaling five (5) hours of work may be assigned.

Section II - Points of Contact

Training Supervisor:

Name: Robert Coyne
Email: FloridaCollegeTraining@myfloridacfo.com
Work Phone: 352-369-2838
Bldg. C Room 158

Program Manager:

Name:
Email:
Work Phone:
Bldg. C Room 141

Section III – Course Description

Upon completion of this course, the student will be able to identify the applicable Florida statutes and rules pertaining to safety and Line of duty deaths, explain the basic concepts of our legal system, the components and procedures regarding the conduct of an investigation, an understanding current litigation trends and the consequences of unsafe operations.

Section IV - Course Materials, Grading, and Attendance

Recommended Book: Student manual, Florida State Fire College; FSS633 & FAC69A

Prerequisite(s): None

Continuing Educations Units (CEU's): 45 hours towards Fire Safety 1, Instructor I, II, III

Pre-Course Assignment: None

Required Materials: Paper, pens, USB portable storage device (thumb drive)

Grading: Students must achieve a minimum cumulative score of 70% to pass this course. Course grades are determined from assignments and activities including, homework, projects, quizzes, exams, and presentations. The instructor also has the discretion to award (**but not deduct**) points based on course participation.

Attendance: Students are required to attend all sessions of the course.

- Excused absences - Students are permitted excused absences totaling no more than 10% of class (4.5 hours maximum); the instructor shall be the sole determining authority in the determination of an excused absence and may assign supplemental work to make up for missed class time.
- Unexcused absences - The instructor shall be the sole determining authority in the determination of an unexcused absence (i.e. “no call, no show”). The instructor has no obligation to offer the student an opportunity to make up assignments, including quizzes and/or exams, but may do so at his/her discretion.

Section V - Instructor Qualifications

As per Chapter Florida Administrative Codes (Rule), *Programs of Study and Vocational Courses*, instructors must meet the following qualifications to be authorized to teach this course:

Rule: 69A-37.065(6)(b)(3) Instructor Qualifications:

3. 3)Instructor Qualifications. An instructor providing training under this subsection (6), must be qualified by the Bureau of Fire Standards and Training within the Division. Qualified instructors are:
- a. Instructors with requisite faculty credentials for the academic institution that is registered in the Florida Department of Education Statewide Course Numbering System to teach the course; or
 - b. Instructors with requisite faculty credentials as determined by the United States Fire Administration – National Fire Academy; or
 - c. Instructors with requisite faculty credentials as determined by the respective regionally accredited or nationally accredited university, college or school; or
 - d. Instructors who hold an active Single Course Exemption Certification issued by the Division as outlined in subsection 69A-37.059(4), F.A.C.; or
 - e. Instructors who hold an active Safety Officer Certificate of Competency issued by the Division and an active Instructor I Certification issued by the Division; or
 - f. Instructors who hold an active Fire Officer Certification issued by the Division and an active Instructor I Certification issued by the Division, and have completed the courses entitled “Florida Incident Safety Officer,” “Legal Issues for Safety Officers,” and “Florida Health and Safety Officer.” This instructor qualification expires on December 31, 2015.

THE BUREAU OF FIRE STANDARDS AND TRAINING

AT
The Florida State Fire College

11655 NW GAINESVILLE ROAD • OCALA FLORIDA • 34482-1486
352.369.2800 • WWW.FLORIDASTATEFIRECOLLEGE.ORG

Section VI – Job Performance Requirements

Given information from discussion and reading materials, the student will satisfy the Job Performance Requirements (JPR) of the applicable National Fire Protection Association (NFPA) standards, any applicable skill sheets, and the applicable Fire and Life Safety Initiatives of the National Fallen Firefighters Foundation *Everyone Goes Home* program.

NFPA 1521, Standard for Fire Department Safety Officers, 2015 Edition

Section VII –Plan of Instruction

The following is the plan of instruction used during course offerings held at the Florida State Fire College. It also serves as the suggested instructional block format for other approved training providers who use the recommended text book. All class offerings **must** satisfy the JPRs listed in *Section VI – Job Performance Requirements* regardless of textbook used.

Day/Date	Chapters	Activities
Day 1	Class Introductions and Orientation Establish teams/groups Assure students have manual, 633, and 69A and handouts Give students Project if not already received Review of FSS 633 and FAC69A using PPTs and manual Related to Safety Handouts as noted Case study in Student Manual One group defends One group opposes Each group develop alternatives Group/Individual Project Discussion and Assignment	<ul style="list-style-type: none">• Introductions• Group Project discussions• Breaks/lunch

Day 2	<p>Quiz 1 Establish teams/groups Assure students have manual, 633, and 69A and handouts Give students Project if not already received Review of FSS 633 and FAC69A using PPTs and manual Related to Safety Handouts as noted Case study in Student Manual One group defends One group opposes Each group develop alternatives</p>	<ul style="list-style-type: none"> • Quiz • Groups • Projects
Day 3	<p>Quiz 2 Investigations Mock interviews Give case/scenario to students Review and evaluate Written statements Give case scenario to students Write statement as witness of the involved Review and evaluate Case study review after slide 229</p>	<ul style="list-style-type: none"> • Quiz • Mock interviews • Case scenarios
Day 4	<p>Quiz 3 SOP/SOGs Group activity slide 242 review SOP/SOG One they brought Or one assigned Present to class Group activity slide 243 write a SOP/SOG Safety issue assigned Present to class NFPA 1403 case study Choose off the internet Video and or written reports There is one from BFST Discussion of best practices</p>	<ul style="list-style-type: none"> • Quiz • Group activities • Assignments • Case study • Video reports

Day 5	Best practices discussion if not done on Day Four If a large enough class do a mock trial using a case study Judge, prosecutor, defender, witnesses, jury If another class available, use them as jury Discuss outcomes with all involved Presentation of 69A-62 reports Final exam Final Project Presentations Course Completion	<ul style="list-style-type: none"> • Presentations • Final exam
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Section VIII – Final Presentation and Grading Rubric

Description of Assignment:

The final project for this class involves a group presentation in PowerPoint format. All members are expected to contribute equally. The presentation should take no longer than 15 minutes and groups must submit a written summary of their work to accompany their presentation.

Course Project

For submission the beginning of Day 5, each student completes a safety assessment of their fire department using the 69A-62 Compliance Checklist.

Submission consists of:

Completed Checklist for your FD

Written report and verbal summary (presented to the class) Identifying and prioritizing the top 10 compliance issues, how to correct them and any obstacles to attaining compliance.

The instructor will use this rubric to evaluate each individual's presentation.



DEPARTMENT OF FINANCIAL SERVICES

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Legal Considerations for Safety Officers

Scoring Rubric for Oral Presentations: HR Project Name _____

	Poor		Excellent		
	1	2	3	4	5
PRESENTATION SKILLS					
Were the main ideas presented in an orderly and clear manner?.....	,	,	,	,	,
Did the presentation fill the time allotted?	,	,	,	,	,
Were FIVE issues identified?	,	,	,	,	,
Did the talk maintain the interest of the audience?	,	,	,	,	,
Was there focus on a SINGLE critical issue?	,	,	,	,	,
Was the presenter responsive to audience questions?	,	,	,	,	,
KNOWLEDGE BASE					
Was proper background information on the topic given?	,	,	,	,	,
Was the material & solution selected appropriate to the topic?	,	,	,	,	,
Was enough information given to allow the audience to effectively evaluate?	,	,	,	,	,
Did the presenter have a clear understanding of the material presented?	,	,	,	,	,
CRITICAL THINKING					
Were the main issues in this area clearly identified?	,	,	,	,	,
Were the strengths and weaknesses identified?	,	,	,	,	,
Did the presenter make recommendations for further work in this area?	,	,	,	,	,
Did the main conclusions of the presentation follow through?	,	,	,	,	,
Was there a follow-up or evaluation plan?	,	,	,	,	,
OVERALL IMPRESSION					_____ / 15

Section IX – Review Date and Author

February 5, 2020 Unknown