

NFIRS TRAINING



There are several NFIRS classes provided by the US Fire Administration through the US Fire Academy that are available to assist the Fire Service.

First, there is an online training course which serves as an introduction on how to use NFIRS. This is a good course for personnel who complete NFIRS reports. It gives them the how, what, and why so reports can be completed accurately and efficiently. This is offered as a self-study program.

The second class is the NFIRS Program Manager's class. It is strongly recommended that all fire department/district representative take the NFIRS Program Manager's training course, which is a 6-day course taught at the US Fire Academy in Emmitsburg, Maryland. This will provide background information on how to upload transaction files, what to do with the error file report, and how to use NFIRS to obtain maximum benefits from the data put in the system.

An Advanced NFIRS and Cover of Standards classes are being developed.

Another option is a class provided once a year at the Arizona State Fire School. This is a 24 hour abbreviated Program Manager's class, again covering uploading data, handling error files, and how to use NFIRS to obtain maximum benefits from the data put in the system.

For more information on the classes from the US Fire Academy:

- Open your internet browser (Internet Explorer is recommended) and go to: nfirs.fema.gov
- On the green line with white letters, click on "Training" located third from the left, which will re-direct you to the US Fire Administration NFIRS Training page.
- Click on the title for the 'NFIRS 5.0 Self Study (Q493)' for more information about the online self study introduction program. This program is geared for those who are entering the initial NFIRS data, such as the Unit Officers. But this program would also be good for those who review and/or conduct Quality Assurance (QA) on incident documentation.
- Click on the title for the 'NFIRS Program Management (R494)' class for more information about the NFIRS Program Manager resident program. This program is geared to the

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department's/district's NFIRS Program Manager, the person who will review/QA incident documentation and/or who will work with the error files returned after data submission. This is a 6-day course at the National Fire Academy and generally all expenses are paid by the US Fire Administration with the exception of the meal ticket you must purchase.

Watch for the Arizona State Fire School announcements for additional information on the upcoming Arizona Fire School class.

Contact the State Program Manager with any NFIRS questions or issues:

Frank Fisher, State Fire Resource Coordinator

(602) 364-1083 (Office)

(602) 364-1084 (Fax)

aznfirs@dfbls.az.gov (e-mail)