

**UTAH FIRE SERVICE
STANDARDS AND TRAINING
COUNCIL**

Utah Fire and Rescue Academy

**ACCREDITATION
MEMBERSHIP
APPLICATION**

**Non-Affiliated Firefighter Training Program
Membership Application**

MEMBERSHIP APPLICATION

Utah Fire Service Standards and Training Council and Utah Fire & Rescue Academy Accreditation Review Policy:

PURPOSE

The purpose of this guideline is to provide procedures for submitting an application and a self-study document for conducting a review for accreditation.

APPLICATION

This document applies to those training programs preparing an application and a self-study document to submit to the Accreditation Administrator for review for accreditation and to meet the intent of the Utah Administrative Code, R710-10, and Rules Pursuant to Fire Service Training, Certification and Education.

PROCEDURE

1. Training program prepares materials in accordance with the self-study document guidelines and the Emphasis Supplements.
2. Training program submits materials as follows to the Accreditation Administrator.
 - a. An application form and self-study document
 - b. A fee of \$1,000.00
3. The Accreditation Administrator logs receipt of application, fee and self-study then forwards them to the evaluators who will conduct the site visit.
4. The evaluators complete the review and forward a report of findings to the Accreditation Administrator.
5. The Accreditation Administrator forwards a copy of the report to the training program. If the application or self-study is not recommended for accreditation, the training program representative works with the evaluators to make changes to ensure compliance with criteria.
6. Once completed, the lead evaluator submits a final report of recommendation for accreditation to the Accreditation Administrator.
7. The Administrator shall report to the Standards and Training Council on the results and recommendations from the evaluation team, the Council shall then vote to accredit, not to accredit or to accredit with specific conditions. An action to accredit, grants accreditation for a period of three years.
8. The Accreditation Administrator shall send an accreditation letter, and if appropriate, a certificate for public display to the training program's representative. Copies of the letter will be sent to the Utah Fire Service Certification Council, the Utah State Fire Marshal, the Utah Fire Service Standards and Training Council and the Utah State Fire Prevention Board. Accredited agencies and their terms of accreditation will be published on the UFRA website.

Non-Affiliated Firefighter Training Program

APPLICATION FOR ACCREDITATION

Accreditation as a Fire Service Training Program is hereby requested for:

(Name of Training Program)

SECTION 1

TO: Accreditation Administrator

Application is hereby made to gain accreditation through the Utah Fire Service Standards and Training Council and Utah Fire and Rescue Academy.

It is understood that such accreditation entails the adherence to the criteria as established by the Utah Fire Service Standards and Training Council and the Utah Fire and Rescue Academy.

It is further certified that the statements and information contained in this form are, to the best of our knowledge, truthful and accurate and that where statements of intent are given, we undertake to fulfill this intent.

Name and Title of Program Director

Signature of Program Director

Date

Date of Application: _____

Completed forms and supporting documentation should be sent to:

Utah Fire and Rescue Academy
C/o Accreditation Administrator
3131 Mike Jense Parkway
Provo UT 84601
Toll Free #: 1-888-548-7816
Fax #: 1-801-863-7738
jnuttall@uvu.edu

SECTION 2

Contact Information (Complete each part and provide supplementary documentation as required).

1. Name of Training Program for which accreditation is sought.

2. Address of Training Program:

Street Address

City

State

Zip

3. Program Administrator of Training Program:

(Name)

(Title or Status)

4. Contact Phone and Fax Number:

_____ / _____

Phone #

Fax #

5. Program Administrator's Email Address:

6. Proposed date(s) for site visit:

Preferred Date: _____

Alternate Date: _____

SECTION 3

Levels to be accredited

Levels available for accreditation and certification for non-affiliated firefighter training programs include: Firefighter I, Firefighter II, Haz/Mat Awareness, Haz/Mat Operations, Wildland Firefighter I, and Wildland Firefighter II.

*Please insert applicable levels in which you are requesting accreditation and certification.

TRAINING PROGRAM LEVEL(S)	CORRESPONDING CURRICULUM AND EDITION

Date Received by Accreditation Administrator _____
Date

Accreditation Administrator Date

UFRA Director Date

SECTION 4:

SUBMIT THE FOLLOWING DOCUMENT WITH THIS APPLICATION:

- Accreditation Self-Study Document*
- A payment in the amount of \$1,000 to cover the costs of the initial site visit. The payment may be in the form of a check, purchase order or credit card.*

The Completed Application for Accreditation, including all information required in #2 above, shall be submitted at least 60 days prior to a scheduled site visit.