**Module 1 *Non Staffing* (*4 x 24 hours shifts or 8 x 10 shifts*) – 3 Weeks**

**Begins 6/4/2017**

Written and Skills Assignments Due to BC 6/24/2017

 Counseling Reports Due to BC 6/24/2017

**Module 2 *EMS or FIRE* – 6 weeks total**

**Period 1 - Begins 6/25/2017**

 Written and Skills Assignments Due to BC 7/15/2017

 Counseling report Due to BC 7/15/2017

**Period 2 - Begins 7/16/2017**

 Written and Skills Assignments Due to BC 8/5/2017

 Counseling Report Due to BC 8/5/2017

**Module 3 *EMS or FIRE* – 6 weeks total**

**Period 1- Begins 8/6/2017**

 Written and Skills Assignments Due to BC 8/26/2017

 Counseling Report Due to BC 8/26/2017

**Period 2 - Begins 8/27/2017**

 Written and Skills Assignments Due to BC 9/16/2017

 Counseling Report Due to BC 9/16/2017

**Module 4 *Additional Knowledge and Review* - 3 Weeks - Begins 9/17/2017**

 Written and Skills Assignments Due to BC 10/7/2017

 Counseling Reports Due to BC 10/7/2017

**TESTING**

WRITTEN AND IPE TESTS 10/17-10/19 (*Off going shift at PSTA*)

FIRE AND EMS PRACTICAL SKILLS 10/23-10-28 (*Detailed on apparatus*)

MAKE UP AND REMEDIAL 10/30-11-1 (*Detailed as needed*)

COMPLETION IPPA (USE IPPA for FF1) *no sooner than* ***11/12/2017***

\*\*All Personnel must complete the driver certification process for EMS Units prior to submitting a completed IPPA to the Operations BC \*\*

**RC41 MERIT STATUS TIMELINE**

|  |  |  |
| --- | --- | --- |
| **Task** | **DATE** | **WHO DOES** |
| Notify IECS manager of IECS FFII status | 6/2/2017 | Training Chief |
| Employee Receives IPPA Plan (RC41 Specific) | 6/18/2017 | Sta Officer |
| Mid-Point IPPA Review | 8/27/2017 | Sta Officer |
| Test Results to Sta Officers | 11/1/2017 | PSTA Staff |
| Notify Admin Services Probationary Extensions | 11/12/2017 | Batt Chief |
| IPPA’s can be issued and signed | Start 11/12/2017 | Sta Officer |
| Update PCAP – “Eligible for Promotion” | 11/20/2017 | Sta Officer |
| Permanency or Extension Memos to DOC | 11/19/2017 | Batt Chief |
| IPPAS and Memo’s due to Operations | 11/25/2017 | DOC |
| Complete Packet due to Admin Services | 11/28/2017 | Ops Chief |