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

**Begins 4/1/2018**

Written and Skills Assignments Due to BC 4/21/2018

Counseling Reports Due to BC 4/21/2018

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

**Period 1 - Begins 4/22/2018**

Written and Skills Assignments Due to BC 5/12/2018

Counseling report Due to BC 5/12/2018

**Period 2 - Begins 5/13/2018**

Written and Skills Assignments Due to BC 6/2/2018

Counseling Report Due to BC 6/2/2018

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

**Period 1- Begins 6/3/2018**

Written and Skills Assignments Due to BC ~~6~~/23/2018

Counseling Report Due to BC 6/23/2018

**Period 2 - Begins 6/24/2018**

Written and Skills Assignments Due to BC 7/14/2018

Counseling Report Due to BC 7/14/2018

**Module 4 *Additional Knowledge and Review* - 3 Weeks - Begins 7/15/2018**

Written and Skills Assignments Due to BC 8/4/2018

Counseling Reports Due to BC 8/4/2018

**TESTING**

WRITTEN AND IPE TESTS 8/14-8/16 (*Off going shift at PSTA*)

FIRE AND EMS PRACTICAL SKILLS 8/20-8/25 (*Detailed on apparatus*)

MAKE UP AND REMEDIAL 8/28-8/30 (*Detailed as needed*)

COMPLETION IPPA (USE IPPA for FF1) *no sooner than* ***9/2/2018***

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

**RC42 MERIT STATUS TIMELINE**

|  |  |  |
| --- | --- | --- |
| **Task** | **DATE** | **WHO DOES** |
| Notify IECS manager of IECS FFII status | 3/30/2018 | Training Chief |
| Employee Receives IPPA Plan (RC42 Specific) | 4/15/2018 | Sta Officer |
| Mid-Point IPPA Review | 6/18/2018 | Sta Officer |
| Test Results to Sta Officers | 8/30/2018 | PSTA Staff |
| Notify Admin Services Probationary Extensions | 9/2/2018 | Batt Chief |
| IPPA’s can be issued and signed | Start 9/2/2018 | Sta Officer |
| Update PCAP – “Eligible for Promotion” | 09/09/2018 | Sta Officer |
| Permanency or Extension Memos to DOC | 09/09/2018 | Batt Chief |
| IPPAS and Memo’s due to Operations | 09/15/2018 | DOC |
| Complete Packet due to Admin Services | 09/18/2018 | Ops Chief |