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

**Begins 3/31/2019**

Written and Skills Assignments Due to BC 4/20/2019

Counseling Reports Due to BC 4/20/2019

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

**Period 1- Begins 4/21/2019**

Written and Skills Assignments Due to BC 5/11/2019

Counseling report Due to BC 5/11/2019

**Period 2 - Begins 5/12/2019**

Written and Skills Assignments Due to BC 6/1/2019

Counseling Report Due to BC 6/1/2019

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

**Period 1- Begins 6/2/2019**

Written and Skills Assignments Due to BC 6/22/2019

Counseling Report Due to BC 6/22/2019

**Period 2 - Begins 6/23/2019**

Written and Skills Assignments Due to BC 7/13/2019

Counseling Report Due to BC 7/13/2019

**Module 4 *Additional Knowledge and Review*- 3 Weeks - Begins 7/14/2019**

Written and Skills Assignments Due to BC 8/3/2019

Counseling Reports Due to BC 8/3/2019

**TESTING**

WRITTEN AND IPE TESTS 8/12-8/14 (*Off going shift at PSTA*)

FIRE AND EMS PRACTICAL SKILLS 8/19-8/24 (*Detailed on apparatus*)

MAKE UP AND REMEDIAL 8/26-8/28 (*Detailed as needed*)

COMPLETION IPPA(USE IPPA for FF1) *no sooner than* ***9/1/2019***

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

**RC44 MERIT STATUS TIMELINE**

|  |  |  |
| --- | --- | --- |
| **Task** | **DATE** | **WHO DOES** |
| Notify IECS manager of IECS FFII status | 3/31/2019 | Training Chief |
| Employee Receives IPPA Plan (RC44 Specific) | By 4/13/19 | Sta Officer |
| Mid-Point IPPA Review | By 6/30/19 | Sta Officer |
| Test Results to Sta Officers | 8/28/2019 | PSTA Staff |
| Notify Admin Services Probationary Extensions | 9/2/2019 | Batt Chief |
| IPPA’s can be issued and signed | Start 9/2/2019 | Sta Officer |
| Update PCAP–Check “Eligible for Promotion” | 9/9/2019 | Sta Officer |
| Permanency or Extension Memos to DOC | 9/9/2019 | Batt Chief |
| IPPAS and Memo’s due to Operations | 9/17/2019 | DOC |
| Complete Packet due to Admin Services | 9/20/2019 | Ops Chief |