

# SPSA Certification, Endorsement, and Evaluation Guide

## Appendix H

*NFPA 1041, 2017 Edition - Fire and Emergency Services Instructor Professional Qualifications*

Revised 2024

Saskatchewan Public Safety Agency

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This document is an appendix to the SPSA's Certification, Endorsement, and Evaluation Guide. Use this appendix in conjunction with the guide.

## Introduction

The Saskatchewan Public Safety Agency (SPSA) is accredited with the International Fire Service Accreditation Congress (IFSAC) to offer National Fire Protection Association (NFPA) certification for NFPA 1041, 2017 Edition, Standard for Fire and Emergency Services Instructor Professional Qualifications, Levels I and II.

NFPA 1041 (2017) Standard for Fire and Emergency Services Instructor Professional Qualifications identifies the Job Performance Requirements (JPRs) including Knowledge Requirements and Skill Requirements that must be completed before a candidate is eligible for certification. This document is part of the Saskatchewan Public Safety Agency's (SPSA) Certification, Endorsement, and Evaluation Guide found on the SPSA [website](#).

NFPA 1041 (2017) has two levels of certification. Candidates must first complete and pass Level I before being eligible for certification at Level II. There are different requirements that must be achieved to obtain certification at each level.

This appendix contains the requirements to be completed before a candidate will receive certification for NFPA 1041, (2017) Fire and Emergency Services Instructor Professional Qualifications. It is recommended that candidates read the guide before beginning the certification process. Detailed Job Performance Requirements can be found at [www.nfpa.org](http://www.nfpa.org).

## Requirements for Certification

**Fire and emergency Services Instructor Level I** - The following prerequisites must be completed to be eligible for certification:

1. Be a member of good standing of a Saskatchewan fire department or other eligible emergency service for a minimum 5 years or a participant in a post-secondary institute affiliated with SPSA.
2. Candidates must be enrolled followed by successfully completing a comprehensive training program that covers all requisite knowledge and skills. The training program must provide in-depth understanding and practical application of the necessary competencies.
3. Complete an application form (attached to this appendix) and submit it 30 days before exam/evaluation date with all required pre-requisite documentation.
4. Reference Materials:
  - a. NFPA 1041 (2017), Standard for Fire and Emergency Services Instructor Professional Qualifications.
  - b. IFSTA Fire and Emergency Services Instructor, 9<sup>th</sup> Edition.
5. Successfully complete a 50-question written examination based on the reference material, given 60 minutes in duration. The passing mark for the exam is set at 70%.
6. Successfully pass a practical skill evaluation using SPSA Performance Skills Sheets based on the JPRs outlined in NFPA 1041 (2017), Fire and Emergency Services Instructor Professional Qualifications.

**Fire and emergency Services Service Instructor Level II** - The following prerequisites must be completed to be eligible for certification:

1. Be a member of good standing of a Saskatchewan fire department or other eligible emergency service or a participant in a post-secondary institute affiliated with SPSA.
2. Candidates must be enrolled followed by successfully completing a comprehensive training program that covers all requisite knowledge and skills. The training program must provide in-depth understanding and practical application of the necessary competencies.
3. Candidates must possess certification pursuant to NFPA 1041 Level I Fire and Emergency Services Instructor.
4. Complete an application form (attached to this appendix) and submit it 30 days before exam/evaluation date with all required pre-requisite documentation.
5. Reference Materials:

- a. NFPA 1041 (2017), Standard for Fire and Emergency Services Instructor Professional Qualifications

- b. IFSTA Fire and Emergency Services Instructor, 9th Edition.
- 6. Successfully complete a 50-question written examination based on the reference material, given 60 minutes in duration. The passing mark for the exam is set at 70%.
- 7. Successfully pass a practical skill evaluation using SPSA Performance Skills Sheets based on the JPRs outlined in NFPA 1041 (2017), Fire and Emergency Services Instructor Professional Qualifications.

**Personal Protective Equipment (PPE)**

PPE brought to a practical evaluation is subject to inspection and acceptance/rejection by the program sponsor and SPSA. Self-contained breathing apparatus (SCBA) must be accompanied by maintenance and service records and be available for examination prior to use during a certification program. PPE and SCBA identified as a safety risk may not be used during a certification program. Candidates who do not have safe PPE or SCBA will not be allowed to participate in practical skills evaluations.

**Job Performance Requirements**

The JPRs act as a guide for both the certification process and the individual's preparation for it. The JPRs provide a general overview of the knowledge and skills that an individual must demonstrate to be certified at a particular level as well as a tool for individuals to track their progress as they familiarize themselves with the JPRs and prepare for the certification process. Detailed JPRs can be found at [www.nfpa.org](http://www.nfpa.org).

The complete NFPA standard must be read and understood. Each NFPA standard and each JPR within the standard have specific requisites that must be met. The standard lists the requisite skills and knowledge that a candidate must possess to be able to successfully complete the certification process.

Certification is based upon successfully completing the standard established by NFPA. Candidates are cautioned that they must be prepared for evaluation on all JPRs including Knowledge Requirements and Skill Requirements in the standard.