



**Department of Emergency Services
Fire-EMS Division
Standard Operating Procedures**

General Policies

Subject: Physical Training (PT)
Revised: 8-21-02
Section: 214.00

214.01 Purpose

- A. To provide an on-duty exercise program that may reduce physical injuries.
- B. To provide a form of exercise that promotes Fire-EMS wellness.
- C. To establish guidelines for an exercise program for personnel to follow.
- D. It is documented that the nature of a Firefighter-Paramedics job is such that the welfare of fellow staff, citizens, and the Division can best be served if an adequate level of physical fitness is maintained.

214.02 Policy

- A. The exercise program is a recommended department program to help maintain a level of fitness that is at least equal to the standards set forth in this SOP.
- B. All Fire-EMS personnel shall exercise when working on their normally assigned shift.
- C. All personnel participating in the exercise program will be covered by the City's Workers Compensation Program should an injury occur during exercise as approved in this policy.

214.03 Scope

- A. This operational procedure shall apply to all Ocean City Fire-EMS personnel.
- B. The minimal accepted exercise program shall consist of an individual walking program.
- C. Personnel can choose to walk, jog or run. The use of mechanical exercise equipment and or free weights at the Public Safety Building is also acceptable.
- D. The following weather conditions may cancel the walking program for the day:
 - 1. If there is a heat advisory in effect at the time of the scheduled exercise.
 - 2. If the temperature exceeds 85 degrees F or is below 40 degrees F at the time of the scheduled exercise.
 - 3. If rain, sleet or snow is falling.
 - 4. If the ground is unsafe due to ice or other hazards.
- E. If an Ocean City Fire-EMS member must have a special program implemented due to physical concerns, it will be the policy of this SOP to conform to those special types of physical training.

1. Documentation requesting this special program from a physician, physical therapist or exercise specialist must be provided and forwarded to the member's Shift Lieutenant and to the Division Captain.
 2. The member participating in section 214.03-E will adhere to sections 214.04, 214.05, and 214.06.
- F. Any Fire-EMS member can through the Health-Safety & Professional Guidelines Committee or their Shift Lieutenant request:
1. A conference with the Division's Exercise Specialist for a personally designed exercise program.
 2. A diet/nutrition analysis program.

214.04 Authority and Responsibility

- A. Each Shift Lieutenant or designee will monitor and insure that the personnel under their command participate in the exercise program and comply with this policy.
- B. The exercise program will be conducted during the 08:00 – 20:00 hours time slot as provided in the division's structured day plan unless it becomes necessary to meet the scheduled departmental training. When PT time is rescheduled, it shall be attempted to allow time later in the day to accomplish the PT.
- C. The Shift Lieutenant may reschedule the exercise program later in the day when necessary to coordinate other scheduling conflicts. The rescheduling should remain the exception rather than standard daily practice.

214.05 Objectives

Personnel will exercise for a minimum of 30 continuous minutes on each normally assigned shift or a maximum of 75 minutes on each normally assigned shift. These minutes include travel time to and from the appropriate exercise facility from the crew's assigned station.

214.06 Procedures

- A. Proof of physical capability will be predetermined by a physician's approval to insure that each Fire-EMS personnel is physical fit to participate in the exercise program and to insure that their physical safety is not put at risk.
- B. Physicians approval can be determined by one of the following methods:
 1. Each Fire-EMS personnel may receive a physician's approval by confidential review and interview with the physician selected by the department. This method will result in no expense to the Fire-EMS personnel.
 - a. The Fire-EMS personnel's most recent SCBA Physicians Summary Report.
 - b. The report will remain private and confidential.
 2. Each Fire-EMS personnel may receive a physician's approval by confidential review and interview with a Physician of their choosing. This method may result in an expense, which would be the Fire-

EMS personnel responsibility.

- C. All personnel, once approved to participate, shall participate in the exercise program unless excused by a physician with documentation forwarded to their Shift Lieutenant.
- D. Personnel who are actively under the care of a physician's prescribed exercise program will not participate in this program until they have finished their physician's program. However, proof of their participation in this prescribed program is to be submitted to the department. Once the physician's program is completed, the individual will participate in the department's program.
- E. Personnel can exercise at any location approved by the Shift Lieutenant.
- F. The Fire-EMS personnel who wish to participate in the PT program must first notify the on-duty Shift Lieutenant or designee and ask their permission.
- G. The Fire-EMS personnel requesting PT will advise Communications and the Stations to either side of their Station of their request to participate in PT and decide if the request is appropriate and will not affect public safety.
- H. The Fire-EMS personnel who are engaged in the PT will announce over the radio to Communications, "Paramedic 1 is enroute to PSB for PT, will advise when back in box area".
- I. The exercise program is a high priority for improving wellness. Due to the importance of this program, every effort will be made to schedule public education, etc. outside this time slot.
- J. If personnel respond on emergency incidents during the time slot designated for this exercise program, any time left during the time slot shall be used to complete the exercise program, if time permits. If no time remains, the exercise will be deemed completed for the day. Time spent driving to and from exercise is part of the time allotment.
- K. A daily record will be maintained indicating the personnel participating in the exercise program.
- L. All stations will remain in service while personnel exercise.
- M. If one member of the Fire-EMS crew desires to engage in PT and the other member does not due to a valid reason determined by the Shift Lieutenant, the member who does not wish to engage in PT may read or study work related materials.
- N. Assigned personal radios and pagers shall be utilized so that personnel can be alerted for responses.
- O. If personnel elect to exercise later in the day, they must have Shift Lieutenant approval.
- P. Personnel should restrict all nonemergent disruptions during this exercise time such as visitors and telephone calls.
- Q. Personnel will wear their class B uniforms to and from the exercise area and change into approved work out clothing at the site of their workout.
- R. Only one station/crew may participate at a time.
- S. No less than two (2) stations/crews will be available during the allotted PT time. If one of the two (2) remaining crews goes on an emergency call, The crew/station that is involved in PT shall immediately suspend their activity and become available for response.

- T. Any form of physical fitness exercise not outlined in this specific SOP must have the permission of the Shift Lieutenant before participating.