

**Firefighter Certification Continuing Education Renewal Requirements**

The following is a summary that will help answer questions about meeting the requirements for maintaining a firefighter certification in Ohio. Although every attempt has been made to ensure the accuracy of the following information, in the event of a discrepancy, the language in the Ohio Administrative Code 4765-20 shall apply. The full rule can be accessed on our webpage at <http://codes.ohio.gov/oac/4765-20>.

**The CE hours requirement is calculated based on how long the certificate was active during the certification cycle  
(the number of months between the effective date and the expiration date):**

<b>Certification Level</b>	<b>Less than 12 months</b>	<b>12 months but less than 24 months (30%)</b>	<b>24 months but less than 36 months (60%)</b>	<b>36 months or more (100%)</b>
<p align="center"><b>Volunteer Firefighter Firefighter I Firefighter II</b> (OAC 4765-20-11)</p> <p align="center"><u>See Note Below</u></p>	<p>0 hours but renewal application must still be submitted</p>	<p><u>18 CE hours</u> – Continuing education training shall be related to the fire service and approved by the applicant’s fire chief or program director of a chartered program. Such continuing education training may be completed online, through a chartered fire training program, or through in-service training programs conducted by the applicant’s affiliated fire department.</p> <p>The firefighter is responsible for maintaining Certificates of Completion issued from such training.</p>	<p><u>36 CE hours</u> – Continuing education training shall be related to the fire service and approved by the applicant’s fire chief or program director of a chartered program. Such continuing education training may be completed online, through a chartered fire training program, or through in-service training programs conducted by the applicant’s affiliated fire department.</p> <p>The firefighter is responsible for maintaining Certificates of Completion issued from such training.</p>	<p><u>54 CE hours</u> – Continuing education training shall be related to the fire service and approved by the applicant’s fire chief or program director of a chartered program. Such continuing education training may be completed online, through a chartered fire training program, or through in-service training programs conducted by the applicant’s affiliated fire department.</p> <p>The firefighter is responsible for maintaining Certificates of Completion issued from such training.</p>

NOTE: Routine duties such as responding to emergencies, performing station duties and vehicle maintenance, conducting fire safety inspections, participating in civic events, and other daily or weekly job duties shall not be credited toward **firefighter, fire safety inspector** and/or **hazard recognition officer** continuing education. No applicant shall receive credit for more than twelve hours of continuing education in any one calendar day. No applicant shall receive credit for the identical online training class, taken more than once per calendar year.

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Certification Level	Less than 12 months	12 months but less than 24 months (30%)	24 months but less than 36 months (60%)	36 months or more (100%)
<b>Fire Safety Inspector*</b> (OAC 4765-20-12)  <u>See Note Below</u>	0 hours but renewal application must still be submitted	8 CE hours <u>related to any of the following topics:</u> <ul style="list-style-type: none"> <li>➤ The theory of fire code enforcement;</li> <li>➤ Enforcement of fire codes;</li> <li>➤ Life safety system of building and uses;</li> <li>➤ The safe use and maintenance of facilities, buildings, and uses which are subject to the state of Ohio fire code;</li> <li>➤ The safe handling of materials which pose a fire hazard;</li> <li>➤ Fire code administration;</li> <li>➤ Legal method of code enforcement;</li> <li>➤ Legal rights of landlords and tenants under federal, state, and local laws;</li> <li>➤ The application, installation, use &amp; interpretation of NFPA standards; and</li> <li>➤ Other training directly related to performance of fire safety inspection duties.</li> </ul>	16 CE hours <u>related to any of the following topics:</u> <ul style="list-style-type: none"> <li>➤ The theory of fire code enforcement;</li> <li>➤ Enforcement of fire codes;</li> <li>➤ Life safety system of building and uses;</li> <li>➤ The safe use and maintenance of facilities, buildings, and uses which are subject to the state of Ohio fire code;</li> <li>➤ The safe handling of materials which pose a fire hazard;</li> <li>➤ Fire code administration;</li> <li>➤ Legal method of code enforcement;</li> <li>➤ Legal rights of landlords and tenants under federal, state, and local laws;</li> <li>➤ The application, installation, use &amp; interpretation of NFPA standards; and</li> <li>➤ Other training directly related to performance of fire safety inspection duties.</li> </ul>	24 CE hours <u>related to any of the following topics:</u> <ul style="list-style-type: none"> <li>➤ The theory of fire code enforcement;</li> <li>➤ Enforcement of fire codes;</li> <li>➤ Life safety system of building and uses;</li> <li>➤ The safe use and maintenance of facilities, buildings, and uses which are subject to the state of Ohio fire code;</li> <li>➤ The safe handling of materials which pose a fire hazard;</li> <li>➤ Fire code administration;</li> <li>➤ Legal method of code enforcement;</li> <li>➤ Legal rights of landlords and tenants under federal, state, and local laws;</li> <li>➤ The application, installation, use &amp; interpretation of NFPA standards; and</li> <li>➤ Other training directly related to performance of fire safety inspection duties.</li> </ul>

\*If a new fire code is adopted by the state of Ohio, a **fire safety inspector** and/or **hazard recognition officer** shall attend continuing education of not less than four hours related to the new fire code. The CE shall be completed within six months of the adoption of the new fire code. The certificate holder shall maintain documentation of completion of this update. These four hours may be counted towards the CE requirements.

\***Fire safety inspector** and/or **hazard recognition officer** continuing education shall be approved by the applicant’s fire chief or program director from a chartered fire training program and shall be provided by or under the auspices of institutions of higher education, recognized state agencies, chartered training programs, fire schools, fire training academies, or a fire department operated by federal, state, county, or local government, or non-profit organizations.

NOTE: Routine duties such as responding to emergencies, performing station duties and vehicle maintenance, conducting fire safety inspections, participating in civic events, and other daily or weekly job duties shall not be credited toward **firefighter, fire safety inspector** and/or **hazard recognition officer** continuing education. No applicant shall receive credit for more than twelve hours of continuing education in any one calendar day. No applicant shall receive credit for the identical online training class, taken more than once per calendar year.

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Certification Level	Less than 12 months	12 months but less than 24 months (30%)	24 months but less than 36 months (60%)	36 months or more (100%)
<p><b>Hazard Recognition Officer*</b> (OAC 4765-20-12)</p> <p><u>See Note Below</u></p>	<p>0 hours but renewal application must still be submitted</p>	<p>2 hours of CE</p> <p><u>To include any combination of the following training:</u></p> <ul style="list-style-type: none"> <li>➤ Means of egress;</li> <li>➤ Flammable &amp; combustible liquids storage, use, and handling;</li> <li>➤ Combustible waste material handling and storage;</li> <li>➤ Open flames requirements and restrictions;</li> <li>➤ Hazards to firefighters;</li> <li>➤ Fire protection system access and clearances;</li> <li>➤ Fire separation integrity including fire doors and fire walls;</li> <li>➤ Commercial cooking hazards;</li> <li>➤ Basic electrical equipment and wiring hazards; and</li> <li>➤ Other training directly related to performance of hazard recognition officer duties.</li> </ul>	<p>4 hours of CE</p> <p><u>To include any combination of the following training:</u></p> <ul style="list-style-type: none"> <li>➤ Means of egress;</li> <li>➤ Flammable &amp; combustible liquids storage, use, and handling;</li> <li>➤ Combustible waste material handling and storage;</li> <li>➤ Open flames requirements and restrictions;</li> <li>➤ Hazards to firefighters;</li> <li>➤ Fire protection system access and clearances;</li> <li>➤ Fire separation integrity including fire doors and fire walls;</li> <li>➤ Commercial cooking hazards;</li> <li>➤ Basic electrical equipment and wiring hazards; and</li> <li>➤ Other training directly related to performance of hazard recognition officer duties.</li> </ul>	<p>6 hours of CE</p> <p><u>To include any combination of the following training:</u></p> <ul style="list-style-type: none"> <li>➤ Means of egress;</li> <li>➤ Flammable &amp; combustible liquids storage, use, and handling;</li> <li>➤ Combustible waste material handling and storage;</li> <li>➤ Open flames requirements and restrictions;</li> <li>➤ Hazards to firefighters;</li> <li>➤ Fire protection system access and clearances;</li> <li>➤ Fire separation integrity including fire doors and fire walls;</li> <li>➤ Commercial cooking hazards;</li> <li>➤ Basic electrical equipment and wiring hazards; and</li> <li>➤ Other training directly related to performance of hazard recognition officer duties.</li> </ul>

\*If a new fire code is adopted by the state of Ohio, a **fire safety inspector** and/or **hazard recognition officer** shall attend continuing education of not less than four hours related to the new fire code. The CE shall be completed within six months of the adoption of the new fire code. The certificate holder shall maintain documentation of completion of this update. These four hours may be counted towards the CE requirements.

\***Fire safety inspector** and/or **hazard recognition officer** continuing education shall be approved by the applicant’s fire chief or program director of a chartered fire training program, and shall be provided by or under the auspices of institutions of higher education, recognized state agencies, chartered training programs, fire schools, fire training academies, or a fire department operated by federal, state, county, or local government, or non-profit organizations.

NOTE: Routine duties such as responding to emergencies, performing station duties and vehicle maintenance, conducting fire safety inspections, participating in civic events, and other daily or weekly job duties shall not be credited toward **firefighter**, **fire safety inspector** and/or **hazard recognition officer** continuing education. No applicant shall receive credit for more than twelve hours of continuing education in any one calendar day. No applicant shall receive credit for the identical online training class, taken more than once per calendar year.

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## Unaffiliated Firefighter Continuing Education Options

**An applicant who RESIDES IN OHIO and is not affiliated with an Ohio fire department, may complete continuing education through the following:**

1. Training approved by the applicant's fire chief (if affiliated with a fire department in another state or military);
2. Continuing education courses approved by a program director of an Ohio-chartered fire training program;
3. Fire service training received by any other entity approved by the executive director, including but not limited to, the following entities:
  - a. "National Fire Academy;"
  - b. "Fire Department Instructor's Conference;"
  - c. "Fire-Rescue International;"
  - d. "National Domestic Preparedness Consortium."

**An applicant who DOES NOT RESIDE IN OHIO and is not affiliated with an Ohio fire department may complete continuing education through the following:**

1. Training approved by the applicant's fire chief (if affiliated with a fire department in another state or military);
2. Training from a fire training institution approved by the licensing agency in another state;
3. Training received by any other entity approved by the executive director, including but not limited to the following entities:
  - a. "National Fire Academy;"
  - b. "Fire Department Instructor's Conference;"
  - c. "Fire-Rescue International;"
  - d. "National Domestic Preparedness Consortium."

*Certificate holders should contact the Division of EMS Fire Education section to confirm applicability of CE.*

NOTE: Routine duties such as responding to emergencies, performing station duties and vehicle maintenance, conducting fire safety inspections, participating in civic events, and other daily or weekly job duties shall not be credited toward **firefighter, fire safety inspector** and/or **hazard recognition officer** continuing education. No applicant shall receive credit for more than twelve hours of continuing education in any one calendar day. No applicant shall receive credit for the identical online training class, taken more than once per calendar year.

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## Assistant Fire, Fire, Live Fire, and Fire Safety Inspector Instructor Continuing Education/Teaching Renewal Requirements

The following is a summary that will help answer questions about meeting the requirements for maintaining a fire-related instructor certification in Ohio. Although every attempt has been made to ensure the accuracy of the following information, in the event of a discrepancy, the language in the Ohio Administrative Code 4765-21 shall apply. The full rule can be accessed on our webpage at <http://codes.ohio.gov/oac/4765-21-06>.

<b>The CE hours requirement is calculated based on how long the certificate was active during the certification cycle (the number of months between the effective date and the expiration date):</b>				
<b>Certification Level</b>	<b>12 months or less</b>	<b>More than 12 months but less than 24 months (30%)</b>	<b>24 months but less than 36 months (60%)</b>	<b>36 months or more (100%)</b>
<b>Assistant Fire Instructor (see Note below)</b> ➤ Must maintain a current and valid firefighter certificate; ➤ Can teach up to fire certification level (Volunteer, Firefighter I or II); ➤ Responsible for maintaining CE and teaching completion documentation.	No CE requirements but renewal application must still be submitted	2 hours of instruction related to fire service training; <u>AND one of the following:</u> 2 hours CE related to instructional methodology <u>OR</u> pass an instructional methods exam.	4 hours of instruction related to fire service training; <u>AND one of the following:</u> 3 hours CE related to instructional methodology <u>OR</u> pass an instructional methods exam.	8 hours of instruction related to fire service training; <u>AND one of the following:</u> 6 hours of CE related to instructional methodology <u>OR</u> pass an instructional methods exam.
<b>Fire Instructor (See Note below)</b> ➤ Must maintain a current and valid Firefighter certificate; ➤ Can teach up to fire certification level (Volunteer, Firefighter I or II); ➤ Responsible for maintaining CE and teaching completion documentation.	No CE requirements but renewal application must still be submitted	8 hours of instruction related to fire service training; <u>AND one of the following:</u> 2 hours instructional methodology CE <u>OR</u> pass an instructional methods exam.	16 hours of instruction related to fire service training; <u>AND one of the following:</u> 4 hours instructional methodology CE <u>OR</u> pass an instructional methods exam.	24 hours of instruction related to fire service training; <u>AND one of the following:</u> 6 hours of instructional methodology CE <u>OR</u> pass an instructional methods exam.
<b>Live Fire Instructor* (See Note below)</b> ➤ Must maintain a current and valid Fire Instructor or Asst. Fire Instructor and a FF I or FF II certificate; ➤ Required to provide instruction in live fire training evolutions for firefighter certification. ➤ Responsible for maintaining CE and teaching completion documentation.	No CE requirements but renewal application must still be submitted	Participates as a certified instructor in at least one live burn training exercise approved by the applicant's fire chief or program director of a chartered fire training program.	Participates as a certified instructor in at least one live burn training exercise approved by the applicant's fire chief or program director of a chartered fire training program.	Participates as a certified instructor in at least one live burn training exercise approved by the applicant's fire chief or program director of a chartered fire training program.
<b>Fire Safety Inspector Instructor (See Note below)</b> ➤ Must maintain a current and valid Fire Safety Inspector certificate; ➤ Shall teach topics related directly to fire safety inspection; ➤ Responsible for maintaining CE and teaching completion documentation.	No CE requirements but renewal application must still be submitted	8 hours of instruction related to fire safety inspector training; <u>AND one of the following:</u> 2 hours instructional CE <u>OR</u> pass an instructional methods exam.	16 hours of instruction related to fire safety inspector training; <u>AND one of the following:</u> 4 hours instructional CE <u>OR</u> pass an instructional methods exam.	24 hours of instruction related to fire safety inspector training; <u>AND one of the following:</u> 6 hours instructional CE <u>OR</u> pass an instructional methods exam.

**NOTE: No applicant** shall receive credit for more than twelve hours of continuing education training in any one calendar day. No applicant shall receive continuing education credit for identical online training classes taken more than once per year. All Instructional CE must be approved by your fire chief or a program director of a chartered program, EMS accredited institution or an EMS approved institution.

\* If "NFPA 1403" is revised during the certificate holder's certification cycle, a **live fire instructor** shall attend a CE refresher course related to the revised standard.