

4765-11-19

Written and practical testing requirement.

(A) A chartered program shall be permitted to administer the state certification testing examination, at all classifications, if the fire service training program meets or exceeds the following requirements:

(1) Has a current and valid charter;

(2) Meets all requirements set forth in rule 4765-11-03 of the Administrative Code.

(B) When administering state certification tests, the program director of the chartered program shall ensure the integrity and security of all written and practical testing. The chartered program shall meet all of the following:

(1) The program director, or his or her designee, shall proctor the written and practical testing. The program director shall ensure each proctor has received directions in the state testing process and is familiar with all registration, security and access procedures for testing, as set forth by the division;

(2) Ensure that the examination room is conducive for testing, including but not limited to: adequate heating and cooling, ventilation, lighting and is free from excessive noise and distraction;

(3) Ensure that the examination site has adequate restroom facilities and adequate parking within reasonable access to the examination site;

(4) Ensure that the examination site will be set up and ready for use at least one half hour prior to the scheduled test time and shall not permit anyone other than the proctor and students into the testing area;

(5) Provide a designated computer laboratory, for examination dates selected, which will be used for testing. The computer used for testing shall not have a designated printer connected during testing. No personal computers or laptops are to be used;

(6) The program director, or his or her designated proctor, must be present in the examination room for the duration of the examination. No certified firefighter or fire instructor shall proctor or be present during the examination;

(7) The program director, or his or her designated proctor, will be responsible for the administration and set up of the practical skills examination. No candidate is permitted to observe another candidate during practical skills testing;

(8) The program director will allow only certified fire instructors that have completed the evaluator training program, as approved by the executive director, to evaluate students during practical skill testing. No instructors of content in the fire training course being evaluated can evaluate students in practical skill testing;

(9) The program director will ensure the safety of the students by providing equipment, supplies, and apparatus that meets the performance objectives for level one and two of NFPA standard 1001 for all practical testing;

(10) No authorized electronic devices are to be permitted in the examination room nor shall any unauthorized devices be utilized during the testing process.

(C) The program director shall immediately report to the executive director any potential compromise of the testing process.

(D) The executive director reserves the right to immediately suspend a chartered program's testing rights, if any of the following occur:

(1) There is an allegation of a test or security compromise;

(2) There is a known test or security compromise;

(3) There is a potential violation of this rule.