



Youth Firesetter Intervention Specialist

Skills Sheets NFPA 1035 2015 Edition

The skills sheets contained are designed for the purpose of candidate evaluation and are not designed as instructional handouts

STATE OF CONNECTICUT
COMMISSION ON FIRE PREVENTION AND CONTROL
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Youth Firesetter Intervention Specialist

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		2015 Edition
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Performance Evaluation Sheet



Skill Sheet 8.2.1A		Primary Task: Assemble Forms and Materials	
			Candidate #
The ability to organize materials, use verbal and written communication skills - NFPA Standard 1035, 2015 Edition 8.2.1			
The candidate, given approved forms, program policies and procedures, will conduct the intake process according to program policies and procedures .			
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		1st	2nd
1.	Demonstrated knowledge of local policies and procedures		
2.	Demonstrated use of applicable forms for the intake process		
3.	Completed necessary forms and gave oral report pertaining to local policies and procedures		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 3

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Skill Sheet 8.2.2A		Primary Task: Assemble Interview Tools and Material Resources	
			Candidate #
The ability to organize materials, use verbal and written communication skills - NFPA Standard 1035, 2015 Edition 8.2.2			
The candidate, given tools and materials as determined by program policies and procedures, will conduct interview and family.			
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		1st	2nd
1.	Completes appropriate interview forms for child		
2.	Completes appropriate interview forms for child's parents/guardian		
3.	Completes all interview forms required by local jurisdiction		
4.	Conducts interview using appropriate forms		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 3

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Skill Sheet 8.2.3A		Primary Task: Utilize Personal Work Schedule	
			Candidate #
The ability to manage time - NFPA Standard 1035, 2015 Edition 8.2.3			
The candidate, given contact name and requested time, will conduct an interview on time and at agreed upon location			
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		1st	2nd
1.	Demonstrates knowledge of program policies and procedures		
2.	Demonstrates time management skills pertaining to conducting all required interviews		
3.	Demonstrates ability to arrange proper interview location for all parties involved		
4.	Demonstrates proper record maintenance and documentation		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 3

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Skill Sheet 8.2.4A		Primary Task: Report Case Information to Supervisor	
			Candidate #
The ability to identify, summarize, and communicate relevant case information - NFPA Standard 1035, 2015 Edition 8.2.4			
The candidate, given a case file with appropriate forms, the intake/interview information, and selected interventions, will report case information to the supervisor			
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		1st	2nd
1.	Provide feedback and communication to supervisor pertaining to interview information based on the case file		
2.	Describe types of intervention available based on case file		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 2

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Skill Sheet 8.2.5A		Primary Task: Record and Secure Data	
			Candidate #
The ability to record and secure data - NFPA Standard 1035, 2015 Edition 8.2.5			
The candidate, given case information, approved forms or database and policies and procedures, will record and secure data.			
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		1st	2nd
1.	Demonstrate proper completion of approved forms and policies		
2.	Give specific demographic information to complete statistical information per local policies and procedures		
3.	All case information is secured pertaining to local policies and procedures		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 3

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Skill Sheet 8.4.1A		Primary Task: Review a Case File	
			Candidate #
The ability to determine information necessary to complete youth and family interviews - NFPA Standard 1035, 2015 Edition 8.4.1			
The candidate, given intake information, will review a case file			
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		1st	2nd
1.	Reviewed all applicable information in relation to a specific case properly		
2.	Demonstrated ability to locate source of information pertinent to a specific case file before initial interview with child and family		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 2

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Skill Sheet 8.4.2A		Primary Task: Initiate Family Contact	
			Candidate #
The ability to manage time and communication, and build rapport - NFPA Standard 1035, 2015 Edition 8.4.2			
The candidate, given a case file, will explain the program and benefits; schedule a time, date and place for for the interview, and advise of possible intervention options			
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		1st	2nd
1.	Demonstrated the ability to contact referral family within specific timetable according to local policies and procedures		
2.	Explain program and its benefits		
3.	Schedule time, date and place for confidential interview		
4.	Be prepared to advise family of possible intervention options		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	
		Total number tasks candidate must complete to pass	3

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Skill Sheet 8.4.3A Primary Task: Conduct and Intake/Interview		
		Candidate #
The ability to conduct an intake/interview - NFPA Standard 1035, 2015 Edition 8.4.3		
The candidate, given approved forms and guidelines, will establish the purpose and limits of the intake/interview, establish rapport, gather relevant information, record and report observations, and summarize findings		
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.	1st	2nd
1. Conduct an interview using the Oregon Screening Tool and program guidelines or Fire Department Standard Operating Procedures		
2. Establish the purpose and limits of the interview		
3. Gather relevant information		
4. Report suspected abuse and neglect in accordance with Connecticut's laws		
5. Intervene in immediate life-threatening situations		
6. Record and report observations		
7. Summarize findings		
* Critical Task Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 5

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Skill Sheet 8.4.4A Primary Task: Determine Intervention and Referral Options		
		Candidate #
The ability to analyze information; educational material and resources - NFPA Standard 1035, 2015 Edition 8.4.4		
The candidate, given a case file, completed intake/interview forms, knowledge of fire safety, will determine intervention and referral options with regard to educational, mental health, or possible legal consequences.		
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		1st 2nd
1. Determine educational needs, given case file and interview forms		
2. Describe if needed mental health or legal intervention appropriate for case file		
3. Describe legal consequences for failure to complete required intervention		
* Critical Task Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 3

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Skill Sheet 8.4.5A Primary Task: Implement Interventions		Candidate #	
The ability to implement educational interventions - NFPA Standard 1035, 2015 Edition 8.4.5			
The candidate, given a case file, educational materials, and referral resources, will implement educational, mental health, and legal interventions			
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		1st	2nd
1.	Demonstrate appropriate fire safety educational program based on case file		
2.	Proper educational format used		
3.	Appropriate evaluation method used to determine knowledge ascertained		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 3

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Skill Sheet 8.4.6A		Primary Task: Implement a Referral Process	
			Candidate #
The ability to implement a referral process - NFPA Standard 1035, 2015 Edition 8.4.6			
The candidate, given current interagency network list and program polices and procedures, will implement a referral process			
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		1st	2nd
1.	Determine referral needs based on score of the Oregon Screening Tool		
2.	Contacted appropriate referral agencies		
3.	Describe case to referral agency within specific perimeters to afford confidentiality of firesetter and family are met		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT	Total number tasks candidate must complete to pass 3

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Skill Sheet 8.5.1A Primary Task: Collect and Record Feedback		
		Candidate #
The ability to compile and organize data, manage time - NFPA Standard 1035, 2015 Edition 8.5.1		
The candidate, given current interagency network list and program policies and procedures, will implement a referral process		
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.		
		1st 2nd
1. Demonstrate conducting proper feedback from family based on specific interview according to local policies and procedures		
2. Ability to read and interpret data based on feedback		
* Critical Task	Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT
		Total number tasks candidate must complete to pass 2

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Skill Sheet 8.5.2A		Primary Task: Measure Changes in Behavior	
			Candidate #
The ability to compile and organize data, manage time - NFPA Standard 1035, 2015 Edition 8.5.2			
The candidate, given completed feedback forms, measure changes in youth firesetter and family behavior.			
Note to candidate: Skill will end when you state or indicate that you have completed the identified steps.			1st
			2nd
1.	Demonstrate, using applicable forms, the changes in family behavior based on gathered data		
* Critical Task		Failure of this task mandates failure on the entire objective	Safety is PARAMOUNT
		Total number tasks candidate must complete to pass	1

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