

From Fire Safety Cadet and/or EMS Operations To Firefighter

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- Step 1. Enter the Fire Safety Cadet Program & get appointed to the provisional title of Fire Safety Cadet.
- Step 2. As a Fire Safety Cadet participate in fire safety cadet training and other required activities.
- Step 3. As a Fire Safety Cadet attend the EMS Academy and receive training to become an Emergency Medical Technician (EMT).
- Step 4. While in the EMS Academy obtain, on your own, a driver's license valid in the State of NY, if you don't already have one, pass the EMS academy examinations, pass the NYS Department of Health examinations, and subsequently earn an EMT-D certification.
- Step 5. Get appointed provisionally to the title of Emergency Medical Specialist-EMT and enter the EMS Command.
- Step 6. File for the open-competitive civil service Emergency Medical Specialist-EMT education & experience (E&E) examination, when it is offered, in order to obtain civil service status.
- Step 7. When the civil service list from the EMT E&E examination is established and certified to the FDNY you may have the opportunity to get appointed and receive permanent civil service status as an EMT, if you have a satisfactory performance record.
- Step 8. As a permanent EMT you are eligible to file for the Promotion To Firefighter Examination when filing opens up in the City.
- Step 9. If provisional Fire Safety Cadets or provisional EMT's are unable to obtain permanent civil service status in time to file for the Promotion to Firefighter examination, then they should file for the open - competitive examination.

Additional Information Regarding This Process & Your Expectations

1. At the present time the title of Fire Safety Cadet is provisional and therefore not a direct promotional line to Firefighter.
2. Upon employment with a City agency, all City employees receive a specific civil service title in which they are paid on, as well as civil service status; most City employees have either provisional, probationary, permanent, or non - competitive status in their civil service title.
3. Employees who have provisional status are employees who are hired or promoted to a title based upon their prior experience & education, and meet all the requirements for the title. The civil service list for that title has either been exhausted or not created; and either the civil service test for that title has not been developed or is pending an examination date. City agencies cannot hire or promote someone to a title provisionally, if there is a valid list existing for that title. Provisional employees are hired or promoted to a title at the discretion of the hiring agency, and do not have due process rights until they have served in the title for two years. Due process is the right to have a hearing prior to discipline or termination. Provisional employees are not eligible to participate in civil service promotion examinations, but they are eligible to take any open - competitive examination for which they are qualified.
4. Employees who have probationary status are employees who were appointed or promoted to a City agency from a civil service list in their title. The employees' names were placed on the civil service list of eligible candidates in high score order based on their test score from a civil service

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examination. Probationary employees remain in probationary status for twelve months. During their probationary period they are evaluated and if they perform satisfactorily and pass probation, they receive tenure in their title and are considered permanent civil servants and have the right to due process. Permanent employees have the right to take promotion examinations.

5. Probationary employees may take a promotion examination, but they cannot be appointed off the list to the higher title until they pass their probationary period in their current title.
6. Employees who have permanent civil service status are employees who have passed their probationary period, after having been appointed off a civil service list. Permanent employees are entitled to due process & are eligible to take a promotion examination in the title directly above their title.
7. Employees who have non - competitive status are employees who were appointed or promoted to a City agency based upon their prior experience & education, and meet all the requirements for the title. The title has been deemed by the City & the State as non - competitive because the City has proven to the State that it is not possible to give a competitive test for this title to appropriately identify qualified individuals to appoint. Non - competitive employees are eligible to take promotion examinations in the title directly above their title, and have rights to due process after two years.
8. The FDNY & the City have made a request to the New York State Civil Service Commission to have the title of Fire Safety Cadet granted non-competitive status and made eligible to be a direct line to Firefighter. The request is still pending.
9. Only those employees in the permanent title of EMT or Paramedic can file for the Promotion Examination To Firefighter.
10. At the present time Fire Safety Cadets have to serve in the EMS Command as EMT's before entering the fire service.
11. It may take a provisional EMT up to one year before obtaining permanent civil service status as an EMT.
12. Most civil service candidates either take a written examination or an E & E examination. The written examinations are multiple choice questions & the E & E examinations are examinations consisting of a review and an evaluation of ones education and experience and subsequently a score is established for the combination of both.
13. The EMT E&E examination is open to the public, as well as to FDNY employees; and therefore until the Department has EMT vacancies and is able to investigate, administer medicals & appoint the outside EMT's from the EMT E&E list into the EMS Academy, we are unable to reach our own provisional EMT's & give them permanent civil service status. This is the reason for some of the delays.
14. FDNY EMT's on EMT list # 0072 are being processed for their permanent civil service status during the month of April with an effective date of March 25, 2002. Therefore these permanent EMT's are eligible to file for the current Promotion To Firefighter examination.
15. FDNY's EMTs on EMT list # 1048 are currently not eligible to file for the Promotion To Firefighter examination. The FDNY is making every effort to get this list established and certified before

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October 26, 2002. If we are able to accomplish this, we will arrange for late filing for the Promotion To Firefighter examination.

16. Additionally if the FDNY believes we will be able to establish EMT list # 1048 before October 26, 2002, we may be able to request late filing for the EMT list # 1048, in order to allow the most recent provisional EMT's to have the opportunity to get permanent civil service status as EMT's and subsequently be able to file late for the Promotion To Firefighter examination.
17. It may take a permanent EMT up to two years before being able to file for a Promotion To Firefighter examination.
18. Since there was a lawsuit filed against the first Promotion To Firefighter examination, and the FDNY was prevented from making further appointments from the list, it may happen again with the current Promotion To Firefighter examination. Therefore the FDNY is strongly encouraging all our eligible EMT's to also file in June 2002 for the open-competitive examination, if you want to become firefighter. You must keep all your options open.
19. The requirements to be appointed to a firefighter on the Notice of Examinations for both the Promotion to Firefighter & the open-competitive Firefighter examinations are identical.
20. EMT's & Paramedics must meet the same age, residency, & education credits. There will not be any waivers.
21. EMT's & Paramedics who currently reside outside of the State of NY will have to relocate upon appointment to one of the five boroughs or following counties: Nassau, Suffolk, Westchester, Putnam, Orange or Rockland.
22. The FDNY will be developing tutorial programs to help familiarize you with studying for and taking civil service multiple choice examinations.
23. The FDNY will also be providing physical fitness training and tips for the firefighter physical.
24. There are no guarantees that once you are on a civil service list of eligibles that you will be appointed. Being placed on a civil service list guarantees an eligible consideration, in list order, but not appointment. Specifically, all eligibles on the firefighter promotion list will have to pass a medical, psychological & background investigation, which will also include an internal review of their performance, discipline, and absence/lateness records in the EMS Command.