



Juvenile Firesetter I

Station A - Interview Preparation	Date:	Candidate #
Reference NFPA 1035 (2010 Edition) Ch. 9 JPRs 9.2.1, 9.2.2, 9.1.2, 9.1.3	Site:	

Directions:

1. Given approved forms, program policies and procedures, assemble forms and materials so that the intake process is conducted according to those program policies and procedures. Next assemble interview forms, tools and resources so that an interview with the child and care giver can be conducted.
2. Review a case file, given the intake information, to become familiar with the circumstances of the firesetting incident.

Performance Outcome: Pass/ Fail will be determined by 5 of the 5 items being preformed correctly

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Candidate identified, assembled and prepared all forms for the interview process: Release of Information, Release of liability, parent interview, parent checklist, youth interview, home fire safety check, scoring & report writing, follow up documents				
2.	Materials were assembled in an organized manner				
3.	Determines information needed to complete the child and family interview				
4.	Communicates orally and in writing				
5.	Identifies appropriate forms, tools and/or resources based on policies and procedures of the program.				

PASS _____	PASS _____
FAIL _____	FAIL _____

Evaluator Comments: _____

Evaluator Signature: _____ Evaluator # _____

Re-Test Evaluator Signature: _____ Evaluator # _____



Juvenile Firesetter I

Station B - Schedule Interview	Date:	Candidate #
Reference NFPA 1035 (2010 Edition) Ch. 9 JPR's 9.2.3, 9.2.4, 9.1.2, 9.1.3, 9.4.1, 9.4.2	Site:	

Directions: Given a scenario and PA State Protocol initiate contact with the family. Utilize personal work schedule so that all interviews will be conducted on time and in a location agreeable to all parties. Report case assessments to supervisor in memo format.

Performance Outcome: Pass/ Fail will be determined by 5 of the 5 items being preformed correctly

Note: if you are using a local SOG a copy must be attached

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Initiates contact with family				
2.	Schedules a time, date and place for the intake/interview				
3.	Explains the program and its benefits				
4.	Identifies, summarize and communicate relevant case information to supervisor				
5.	Manages time well				
		PASS ____		PASS ____	
		FAIL ____		FAIL ____	

Evaluator Comments: _____

Evaluator Signature: _____ Evaluator # _____

Re-Test Evaluator Signature: _____ Evaluator # _____



Juvenile Firesetter I

Station C - Data Entry	Date:	Candidate #
Reference NFPA 1035 (2010 Edition) Ch. 9 JPR's 9.2.5, 9.1.2, 9.1.3	Site:	

Directions:

Review a completed file and using approved forms and/or database, program policies and procedures, enter/record and secure data. Refer to the Candidate Handbook Appendix C.

Performance Outcome: Pass/ Fail will be determined by 4 of the 4 items being preformed correctly

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Candidate identified/gathers pertinent data				
2.	Candidate complies/organizes all pertinent data				
3.	Candidate records data into database/on approved data form				
4.	Candidate secures data				

PASS _____	PASS _____
FAIL _____	FAIL _____

Evaluator Comments: _____

Evaluator Signature: _____ Evaluator # _____

Re-Test Evaluator Signature: _____ Evaluator # _____



Juvenile Firesetter I

Station D - Conduct Interview	Date:	Candidate #
Reference NFPA 1035 (2010 Edition) Ch. 9 JPRs 9.4.3, 9.1.2, 9.1.3	Site:	

Directions: Given approved forms, program policies and procedures, conduct an assessment/, interview document findings, manage time, communicate orally and in writing. This skill station will be done in person.

Performance Outcome: Pass/ Fail will be determined by 10 of the 12 items being performed correctly

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Candidate identifies self				
2.	Candidate identified and assembled all forms for the assessment/interview process				
3.	Establishes the purpose & limits of the assessment/interview				
4.	Establishes rapport with youth and family				
5.	Gathers relevant information				
6.	Identify and intervene in any immediately life threatening situations				
7.	Reports any suspected abuse or neglect				
8.	Advises the family of possible intervention options				
9.	Record and report observations and summarize findings				
10.	Communicates orally in and writing				
11.	Uses professional interview techniques				
12.	Manages time well				

PASS _____	PASS _____
FAIL _____	FAIL _____

Evaluator Comments: _____

Evaluator Signature: _____ Evaluator # _____

Re-Test Evaluator Signature: _____ Evaluator # _____



Juvenile Firesetter I

Station E - Present Fire Education Lesson	Date:	Candidate #
Reference NFPA 1035 (2010 Edition) Ch. 9 JPR's 9.4.5, 9.1.2, 9.1.3	Site:	

Directions:

Initiate educational intervention(s) with identified learning objectives, presentation skills and methods. Using a lesson plan please present the lesson. This skill will be done in person.

Performance Outcome: Pass/ Fail will be determined by 9 of the 11 items being preformed correctly

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Candidate is appropriately dressed (for the subject being taught)				
2.	Did the candidate adjust the learning environment (seating layout, lighting, ventilation, noise control, AV arrangement, etc.) for an effective presentation?				
3.	Candidate selects appropriate instructional delivery method (lecture, demonstration, etc.) for subject matter.				
4.	Uses appropriate pitch and modulation of voice and appropriate gestures				
5.	Avoids all inappropriate language, slang and distracting mannerisms				
6.	Demonstrates familiarity with and competence in the lesson material.				
7.	Utilizes appropriate instructional aids/props competently in delivery of material				
8.	Effectively answers a question from the child and/or family.				
9.	Follows lesson plans, provides effective transitions in the four-step process that are smooth but evident				
10.	Stays within the lesson time frame (+/- 5 minutes)				

PASS ___	PASS ___
FAIL ___	FAIL ___

Evaluator Comments: _____

Evaluator Signature: _____ Evaluator # _____

Re-Test Evaluator Signature: _____ Evaluator # _____



Juvenile Firesetter I

Station F - Implement Referral Process	Date:	Candidate #
Reference NFPA 1035 (2010 Edition) Ch. 9 JPR's 9.4.6, 9.4.4, 9.1.2, 9.1.3	Site:	

Directions: Implement referral process, given current interagency network list and program policies and procedures, so that the juvenile firesetter and their family can expediently gain access to needed services and priority needs are met in a timely fashion. You are required to document your participation in five (5) cases. The attached form is to be used to summarize your participation. Your immediate supervisor must sign the Summary Sheet verifying that you have completed the reports and that they are on file. Refer to the Candidate Handbook Appendix D.

Performance Outcome: Pass/ Fail will be determined by 5 of the 5 items being performed correctly

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Identified and utilized forms/format				
2.	Identify appropriate education activity information				
3.	Selects and assembled information on forms/format provided				
4.	Accurately records the appropriate education activity information on forms				
5.	Materials were properly completed, assembled in a organized manner and submitted				

PASS ____	PASS ____
FAIL ____	FAIL ____

Evaluator Comments: _____

Evaluator Signature: _____ Evaluator # _____

Re-Test Evaluator Signature: _____ Evaluator # _____



Juvenile Fire setter I

Station G - Case Follow Ups	Date:	Candidate #
Reference NFPA 1035 (2010 Edition) Ch. 9 JPR's 9.5.1, 9.5.2, 9.1.2, 9.1.3	Site:	

Directions:

Given a scenario, completed intervention(s) and referrals and approved forms and materials, collect and record feedback from the juvenile firesetter and their family at designated intervals. Measure changes in juvenile firesetter and family behavior so that program results are documented.

Performance Outcome: Pass/ Fail will be determined by 4 of the 4 items being preformed correctly

No.	Task Steps	Initial Test		Retest	
		Yes	No	Yes	No
1.	Candidate completes follow up forms: a. three months b. six months c. twelve months d. twenty four months				
2.	Forms are organized, accurate and complete				
3.	Communicates orally and in writing				
4.	Identifies appropriate forms, tools and/or resources based on policies and procedures of the program				
5.					

PASS _____	PASS _____
FAIL _____	FAIL _____

Evaluator Comments: _____

Evaluator Signature: _____ Evaluator # _____

Re-Test Evaluator Signature: _____ Evaluator # _____