



United States Department of the Interior
Wildland Firefighter Medical Standards Program
3833 S Development Ave., Suite 1400
Boise, Idaho 83705

To: Fire Directors

From: L. Kaili McCray, DOI Medical Standards Program Manager *LKM*

Date: November 30, 2017

Subject: **2018 Fire Season DOI Wildland Firefighter Medical Standards Process**

The Department of the Interior Wildland Firefighter Medical Standards Program (DOI MSP) is now fully implemented across DOI bureaus with the exception of Bureau of Land Management (BLM) administratively determined/emergency firefighters (AD/EFFs) in Alaska and BLM Rubicon crews. The DOI MSP Policy Memorandum 2016-014 pertaining to requirements for fire season 2018 can be found at <https://elips.doi.gov/elips/O/doc/4499/Pagel.aspx>. Additional program guidance for bureau-specific direction is provided below:

BLM AD/EFFs in Alaska and Rubicon Crews

Implementation for BLM AD/EFFs in Alaska and BLM Rubicon crews has been delayed until further notice. The safety and health of BLM AD/EFFs in Alaska and Rubicon crews remains a priority. Both groups will still be required to complete the Health Screening Questionnaire; and if warranted, be required to take a medical exam prior to taking the Work Capacity Test (WCT).

Determining Stability of Non-Qualifying Health Conditions

Clarification on the stability of a non-qualifying health condition is essential to the risk assessment process focused on determining whether a firefighter can still perform safely while not meeting an interagency medical standard. Previously, there was confusion in the field on *who* determined the stability of a non-qualifying health condition. Contracted Reviewing Medical Officers (RMOs) are in place to carry out this review and determination function consistently across bureaus. For the 2018 fire season, a *static and stable* determination may only be made by a contracted RMO through DOI MSP. The DOI MSP encourages bureaus to ensure non-qualifying health conditions are static and stable when considering risk mitigation/waivers. The DOI MSP process has been improved to provide multiple opportunities (e.g. during exam; during RMO review of exam; and after qualification through RMO consult) to clarify stability of a non-qualifying issue. A determination of static and stable will be a prerequisite for participation in the second level of the Risk Mitigation/Waiver Process- the DOI Medical Review Board.

Proof of Medical Qualification for the Arduous Work Capacity Test

Medical qualification for arduous duty should be completed as outlined in the DOI MSP policy memorandum. Medical Qualification can be verified by the WCT Administrator prior to the

WCT; or the Firefighter may produce a certificate of qualification at the time of the WCT. Certificates of medical qualification can be printed out by the firefighter through Comprehensive Health Services Inc. (CHSi) using the Employee Access System (EAS), the same system used by firefighters to view exam results; or the Client Access System (CAS), the same system used by managers to order and manage exams.

Validating Firefighter Information in the CHSi CAS

The CHSi CAS is the contracted system for managing and storing firefighter information related to medical exams. CAS also acts as a notification system to help managers and firefighters complete and track steps in the medical qualification process. Therefore, maintenance of up-to-date information, including contact information for all units is crucial. Key items to ensure are accurate when updating a profile in CAS include:

- Ensure proper AD designation is checked for all firefighters. Each unit should verify AD/EFF status as appropriate in CAS for all examinees. This will help ensure the proper funding source is utilized for those medical exam costs.
- Check inactive vs. active status. Users and Managers of users left in active status will continue to receive notifications. Individuals no longer participating in arduous duty, or no longer affiliated with a unit should be changed to inactive.
- Update firefighters' contact information, including e-mails and telephone numbers.

For questions or concerns please contact L. Kaili McCray at 208-387-5810 or kmccray@fws.gov.