

DOI Medical Standards Process

Comprehensive medical standards are a critical component of wildland fire risk management. All employees seeking wildland fire qualifications with light, moderate and arduous fitness requirements must participate in the process outlined below. These medical standards apply to tribal firefighting personnel, permanent, seasonal, collateral duty, supplemental fire resources, administratively determined (AD), and Law Enforcement Officers. The Office of Justice Services accepts the fire medical exam in lieu of a law enforcement exam so officers are not required to take both programmatic exams in the same year.

The [DOI MSP website](#) has information on medical standards, exams, risk mitigations/waivers, the Work Capacity Test (WCT), frequently asked questions, and more. The [Office of Wildland Fire Policy Memorandum 2016-014](#) and the [Interagency Standards for Fire and Fire Aviation Operations \(Red Book\)](#) provide overarching guidance for the DOI Wildland Firefighter Medical Standards Program.

Medical Clearance for Light and Moderate Fitness Rating

Employees requiring light or moderate fitness level clearance must complete the Light and Moderate Pre-fitness Questionnaire through the MSP contractor's system and print the qualification certificate prior to taking the WCT. Questionnaires should be completed at least 7 days prior to the WCT (to allow time for review if necessary), and no earlier than 45 days prior to the WCT (to ensure medical conditions have not recently changed).

To initiate the process, FMOs or their delegate will create a profile and request the "Light and Moderate Pre-Fitness Screening" exam option in the system and the employee will receive an email with log-in and password information to access the application.

Medical Clearance for Arduous Fitness Rating

An initial comprehensive baseline exam is completed for all employees seeking qualifications with an arduous fitness rating. A periodic exam is required three years after the initial baseline exam, and every three years following.

FMOs or their delegate will request exams for current employees. HR staff will enter new employees into the system and request comprehensive baseline exams as part of the onboarding process. New hires transferring from other DOI Fire Bureaus should already have a system profile and may only require a self-certification or periodic exam. A current "qualified" or "qualified with risk mitigation/waiver" determination is required as a condition of hire prior to entrance on duty for arduous positions.

The DOI Self Certification Questionnaire is completed annually between exam years and should be completed at least 7 days prior to the WCT (to allow time for review if necessary).

A "qualified" or "qualified with risk mitigation/waiver" determination is required prior to participating in the arduous WCT.

Risk Mitigation/Waiver (RM/W) Process

Employees who receive "not qualified" medical determinations will be given guidance to either

provide more information or recommend specific mitigations to be considered for the risk mitigation/waiver (RM/W) process. “Not qualified” determinations for conditions that are not “static and stable” usually require additional information, and the reviewing medical officer will update a determination based on any documentation provided. The RM/W process must not begin until a “not qualified” condition is determined to be “static and stable”.

If a “not qualified, is static and stable” determination is made, the employee may request a waiver. The RM/W process is described here on the [DOI MSP website](#). FMOs and Regional MSP Leads guide the interactive RM/W process, including drafting, routing, and submitting all associated documents within the timeframes specified on the website. The Agency Admin Officer or Regional Human Resources Office will review and sign (as SHRO) all new waivers for regular employees, to certify the process has been completed appropriately. FMOs will continue to assume the responsibility of SHRO for Administratively Determined (AD) firefighters. The employee’s line officer (usually the BIA Agency Superintendent or Regional Director) will make an “acceptable” or “unacceptable” risk decision. Existing waivers remain valid unless there is a change in medical condition.

Missed Examinations

If an employee fails to attend a scheduled exam, without cancelling the appointment at least 24 hours in advance. Only one rescheduling shall be permitted. The administrator will suspend the firefighter from participating in the wildland fire program for one year with two missed appointments.

Payment for Exams

Exams performed under the DOI WFMSP contract are paid by a national level billing process. The employee is responsible for any cost related to obtaining additional medical testing or information needed to update a medical determination. In rare cases, and when the BIA specifically requests additional exam(s) or information, the local unit will cover the additional cost.

Questions regarding this program should be directed to:

- The appropriate Regional MSP Lead, listed at:
<https://www.doi.gov/wildlandfire/medical-standards-policy>
- The DOI MSP Customer Service at 1-888-286-2521 or wlfcsr@blm.gov