



# Platform Solutions

with Vector Solutions

How to Simplify and Improve  
Training, Compliance and  
Operations Management

As budgets get tighter and time is limited for an effective and accountable Fire and EMS agency, here are some ways you can leverage Vector Solutions' technology to improve operational readiness.

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# AIRCRAFT RESCUE AND FIREFIGHTING

## Watch Your Training Take Off with a Comprehensive ARFF Solution

Considering the catastrophic potential for casualties during an aviation emergency, it makes sense firefighters need thorough preparation for the challenges these situations present. Response, hazard mitigation and evacuation are some of the skills needed during emergencies. With Vector Solutions, departments required to meet these challenges can track ARFF training data and hour accumulation, plus deliver the FAA's Aircraft Rescue and Fire Fighting Training.

### Deliver ARFF Training

Vector Solutions provides a pre-built package of activities covering the 11 chapters of the FAA's Aircraft Fire Fighting and Rescue Training, as well as five training modules on first responder safety for a small aircraft or helicopter accident.

### Track ARFF Training

After users have completed training to meet mandatory ARFF requirements, you can be confident knowing that every hour is accounted for in the LMS. LMS managers can run reports to check hours for all ARFF personnel. After training is complete, scan a copy of the certification to the user's record so it can be viewed electronically.



Vector Solutions includes loads of specialized training, activities and modules specifically built to meet ARFF standards. Training features 11 chapters of the FAA's Aircraft Fire Fighting and Rescue Training.

**"We really impressed the FAA with our training records. Someone with the FAA actually told one of our neighboring departments they may want to look at what we are doing to create quality records. That was a great compliment to us and to Vector Solutions."**

Sergeant Jason Klika, Training Coordinator  
Denver Public School Department of Safety

# CAREER MANAGEMENT

## Certification and Qualification Management Tools That Keep Employees on Track

Keeping emergency responders in compliance isn't just important for the departments that employ them. It's important for the employees' themselves as they look to advance inside the profession. Vector Solutions features an easy-to-use Career Management Solution, tracking activities, tools and reports that are built to help you keep employees ahead of important expirations that could jeopardize their compliance, as well as their ascension up the ranks.



### Manage Licenses and Ensure Deadlines are Met

Track your employees' progress as they acquire important credentials, certifications, licenses and more. The powerful recordkeeping system tracks necessary information and alerts LMS managers and employees when expirations or deadlines are approaching. Define your department's career paths and assign your employees to them. Alert key stakeholders, including administrators, supervisors and users, of critical compliance issues and run reports to see all upcoming and past license and credential expirations.

# CONTROLLED SUBSTANCES

## Monitor Vital Information, Including Inventory and Expirations of Narcotics

If you're not accurately tracking your ambulance's inventory of controlled substances, your entire department is at risk. Whether it's fentanyl, ketamine, morphine, or any other drug emergency medical technicians are responsible for administering, it needs to be accounted for on a regular basis. Vector Solutions has created a powerful tool for logging information related to narcotics, as well as a glucometer check. With our ready-made solution, your department can answer critical questions and provide full details for a DEA audit.

### Manage Risks by Easily Reporting Inventory and Expiration Dates

Vector Solutions gives departments an easy-to-use tool for accurately tracking inventory of narcotics, as well as monitoring expiration dates. With Vector Solutions, key stakeholders responsible for EMS verification checks acknowledge critical information related to the drugs. Electronic recordkeeping makes it easy to generate comprehensive reports on any trackable information from purchase to patient delivery or destruction—related to controlled substances.



# DAILY ACTIVITIES

## Ensure Every Hands-On Training is Tracked

Vector Solutions offers departments like yours a ready-made solution for efficiently tracking different types of ongoing daily drill-yard training. These are the types of activities every department regularly completes but might not regularly log. Vector Solutions features 19 electronic forms that can be found on most departments' daily checklist. These lists are broken into specifications, ensuring all training, no matter how minimal, is being tracked and recorded by LMS managers.



### Nineteen Training Activities You Can Start Tracking Right Away

Every firefighter at every fire department needs to train on various activities related to fire suppression. Whether it is ladders, hoses or other—regular training is required for firefighters to stay sharp and prepared. The LMS includes access to pre-built activities that log hours, instructor, location, etc. These activities can be easily delivered, tracked and reported.

#### Nineteen Featured Daily Drill-yard Trainings

- |  |   |  |
|--|---|--|
|  Aerial Ladder      |  Forcible Entry      |  Preventative Maintenance |
|  Arson              |  Hazardous Materials |  SCBA Inspections         |
|  Driver Training   |  Hose               |  Technical Rescue        |
|  Emergency Ops    |  Hydrants/Streets  |  US&R                   |
|  Fire Prevention  |  Ladders           |  Vehicle Repair         |
|  Fire Pump        |  Management        |  |
|  Fire Suppression |  Pre/Post Incident |  |

# DRIVER'S LICENSES

## Track Licenses and Get Alerts When Expirations are Approaching

It's not easy for organizations to manage all of the various renewable licenses that expire on an ongoing basis. Whether it's a driver's license, an instructor's license, an EMT's license, or any other type of license people in your organization need to maintain, it can be tracked with Vector Solutions' powerful LMS. Alerts and notifications keep you informed when licenses need to be renewed.

### Keep Your Licenses Up to Date

Create and assign electronic forms for your employees to complete after they've completed, renewed and updated their licenses. The LMS tracking functionality keeps everyone up to date on all of your critical information. You can also set email alerts so employees are reminded of approaching deadlines.



# EMS RECERTIFICATION

## Manage Your EMS Recertifications and Minimize Organizational Liability

You are responsible for ensuring your emergency responders are legally qualified to perform their jobs. To keep them in compliance and minimize your organization's exposure, use LMS Credentials to track what training your employees need to fulfill their credentials. EMTs and paramedics can easily manage their continuing education requirements and track their recertifications in Vector's LMS.



### The Industry's Leader in Online Training for Emergency Responders

Vector Solutions is the leader in web-based training services for Fire and EMS. With more than 160 hours of EMS recertification training, we've worked hard to build the industry's most robust online course catalog. Vector Solutions is accepted in almost every state, so you'll be compliant with federal, state and local regulations. Whether it's EMT-Basic, EMT-Paramedic or any other EMT credential, Vector LMS can combine required continued education courses into a comprehensive package.

**"I know for a fact we are saving money by doing it this route. It can be very time consuming and expensive scheduling instructor-led training. The more we can push out this way, the better."**

Steve Poffenberger **West Shore EMS, PA**





# FIRE RECERTIFICATION

## Vector Solutions Made its Mark Providing Firefighters with Valuable Online Training

Vector Solutions features courses based on the NFPA codes and standards, including NFPA 1001 (FF I & II), 1021 Company Officer, and the 1500 series. Vector Solutions courses also cover wildland fire, emergency response to terrorism, first responder operations level refreshers, and much more. Train and thoroughly track all of your online and offline training activities.

### **Train, Track, Report and Use Pre-Training Coursework to Prep Personnel**

Vector Solutions offers hundreds of courses designed to make federal, state and local training requirements more easily attainable. With Vector Solutions, completing a portion of necessary training hours is cheaper and convenient. It's also great pre-training material that will make time spent on the training ground conducting hands-on exercises, more valuable.



### **Receive Timely Alert Notifications.**

Alert notifications ensure key stakeholders, including battalion chiefs, training captains and line personnel, know assignment details, including important deadlines. Alerts help you keep your staff in compliance.

**“We ask our members to review online LMS assignments and take a test afterward to prepare for an in-service or a training event before completing the skills portion. This has allowed us to take something that would normally be two hours long and condense it down into an hour.”**

Michael Baker **Tulsa Fire Department, OK**

# INSPECTION CHECKS

## Keep Comprehensive Records of Your Department's Various Inspections

Mandatory inspections are a part of normal fire department responsibilities. Whether it's routine analysis of self-contained breathing apparatus, personal protective gear, truck or engine equipment, or anything else under the station's roof, it needs to be checked regularly. Vector Solutions provides the tools you need to easily track and report on your inspections and checks.



### Ensure Inspections Are Completed

SCBA and PPE need to be compliant with NFPA standards. Hose hydrant pressure needs to be tested. Station maintenance and safety inspections need to be conducted. Trucks and tools need to be monitored. To ensure all inspections are completed on time, use Vector's mobile application, Check It, to easily conduct your checks with complete records that verify critical information.

## INSPECTION CHECKS

Track the following inspections:

- Ambulances
- Command Vehicles
- Daily Vehicle Maintenance
- Drugs Check Off
- Engines
- Fire Protection Systems

- Ground Ladder Maintenance
- Hydrant & Flow Testing
- Nightly Firehouse Check
- Personal Protective Equipment
- Portable Fire Extinguisher
- Pre-Engineered Systems

- Rescue Boat
- SCBAs
- Specialty Vehicle
- Tools
- Trucks

# ISO COMPLIANCE

## ISO Training Tracker Cuts Significant Administrative Time

If you're like most training officers, you've had your share of headaches preparing for a review by the Insurance Services Office (ISO). Vector Solutions' ISO Training Tracker application eliminates surprises so fire departments always know where personnel stand. By setting up the ISO tracker, departments can easily maintain their ISO records and meet their ISO standards for reporting.

### Training Built for ISO

Assign ready-made training assignments to your employees that cover requirements for driver training, officer training, hazmat training, company training and facilities training. Vector Solutions has created "buckets"—consisting of online training courses and customized activities of offline training—built specifically to meet ISO's training standards..



### Generate Comprehensive Reports that ISO Will Love

After your crew has completed assignments, Vector Solutions' recordkeeping system automatically tracks completions and can generate detailed reports structured perfectly for ISO's reviewing process.

**“Vector Solutions has created a records system that clearly allowed our organization to comply with its ISO review. The process of completing the training section of the report for ISO was seamless. We were able to extract all required information and complete a comprehensive report for the ISO inspector.”**

Guy Kiern **Pinellas Park Fire Department, FL**



# JAC CODE

## Capture More Data and Collect All Reimbursements

In these tough economic times, it's important for departments to take advantage of every revenue opportunity possible. The California Fire Fighter Joint Apprenticeship Committee (CFFJAC) is an apprenticeship training program encompassing nearly all paid occupations found in the California Fire Service. If your department is participating in the CFFJAC training program, it can track completion of all JAC training through Vector's LMS.

### Include a JAC Code in Your Training

Clients can use Activities Builder to easily assign and track the completion of training and routine tasks such as inspections, drills, exercises, hands-on training, and acceptance of policies and SOPs, among many other compliance-related activities. LMS managers can create a tracking activity with a corresponding JAC identification number. Vector Solutions has already assigned a three letter JAC code to all applicable Vector Solutions training courses. If your state participates in a different state or federal reimbursement program for training, ask us how we can help set up reporting capabilities to meet your needs.

### Train, Track and Report

With Vector Solutions' JAC reporting solution you will have the ability to do the following:

- ■ Automatically track JAC codes for completed training assignments.
- ■ Assign, deliver and track training by CFFJAC apprentices.
- ■ Easily report monthly training records to CFFJAC to receive credit.

## National Incident Management System Incident Command System Training

### Deliver and Track FEMA Training

Operational crew members are required to obtain certain training for preparation for when emergencies strike. Vital Incident Command System (ICS) training principles need to be delivered, tracked and recorded so agencies can show personnel are ready for the challenge. Vector Solutions offers 10 FEMA course which you can easily deliver, track and report on for your National Incident Management System (NIMS) training. Vector's LMS comes with NIMS ICS training activities that platform managers can easily import and assign to employees.

### Manage Critical Disaster Preparedness Training

By bundling courses together through Vector's LMS Credentials, it's easier for training officers to manage important training requirements like NIMS ICS. The 10 training modules from FEMA's website covers everything from introductory material to NIMS IS-800. These courses answer how operational personnel should manage emergencies, from preparedness to recovery, regardless of their cause, size, location or complexity. With Vector Solutions, delivering, tracking and reporting NIMS ICS training is simplified.

# POLICIES and SOG COMPLIANCE

## Easily Deliver Electronic Documents and Verify Compliance with Electronic Signatures

If you are responsible for managing an organization, no matter how big or small, you have information that absolutely needs to be delivered. Whether it's a new policy, an SOG, or anything related to compliance, are you confident that all personnel receive, comprehend and agree to critical documents? It can be difficult. Vector Solutions was built to make the entire process—from creation, to dissemination, to recordkeeping—more efficient.

### Attach Policies to Assignments and Deliver to Your Personnel

Vector Solutions' innovative activity-building tool makes it easy for you to attach any type of electronic document and deliver it to members of your organization. Ensure every document has an electronic signature to confirm acknowledgement and then track completions. With Vector Solutions, you can rest easily knowing your organization delivers critical communications to all personnel.



### Create Anything You Want and Deliver It Through Vector's LMS

It's not just critical policies, SOGs and training activities that you can deliver with Vector Solutions. Need to test your employees' fitness level? Assign Vector Solutions ready-made Fitness Program Review. Need to analyze organizational risk? Deliver our General Office Risk Assessment Activity. Want to know how comfortable your employees feel about their working environment? Deliver the Ergonomics Survey. The system comes loaded with pre-made activities, including Weekly Apparatus Tool Check, Wildland PPE Inspection, Forcible Entry, Sexual Harassment Policy, On-the-Job Accident Incident Report Forms. Available and trackable in Vector's LMS.

**“With Vector Solutions we can now build an SOP, put it in Vector Solutions and record when it has been completed. We now have 100 percent certainty that everyone who works here has read something and that they’ve got it. To me, that’s brilliant and something I wouldn’t be able to do unless I were here 24 hours a day.”**

Al Schlick **Wauconda Fire District, IL**

# POST-INCIDENT REPORTING

## Keep Real-Life Experiences from Going to Waste

Like all professions, emergency responders gain knowledge through experience. With Vector Solutions, your department's personnel can learn from other members' encounters. By creating post-incident activity forms that require responders to report important details about recent emergencies, your crew will have endless resources. Whether it's a car accident, a noteworthy medical incident, or a raging fire, it can all be made into lesson material for your entire crew to learn from.

### Create Training Activities to Address Real-Life Deficiencies

When emergencies strike, first responders are tested. All of their hard work training comes to light. Deficiencies are also brought to light. Post-incident reports give training managers great insight into upcoming training opportunities. Vector Solutions also make it easy to document unplanned and on-the-spot training that is conducted immediately after emergencies.

### Be Prepared for Incidents by Leveraging Previous Experiences

You can designate and deliver activities covering Pre-Fire Orientation or Pre-Incident Planning by analyzing what went right or wrong during a previous incident. You can include audio from emergency calls, CAD text, and more to provide play-by-play reviews. Show emergency scene notes that may give your crew insight into future incidents. Vector Solutions makes it possible to document real-life experiences, receive credit toward training hours and prepare for future incidents.

Vector Solutions' Help section features "How to" videos that give platform managers tips on creating activities like Post-Incident Evaluations.

# PRE-PLANNING REPORTS

## Create Detailed Pre-Planning Reports Outlining Specific Details Prior to Training

Pre-planning reports are critical to fire departments for numerous reasons. Documentation validates that pre-planning inspections of local facilities have in fact taken place, and are also instrumental in the completion of training activities. Simulated training using pre-plans prepares crews for critical challenges that they will encounter when the real-life incidents take place. Create detailed electronic pre-planning forms, track inspections and receive training credit for time spent in Vector's LMS.

### Creating Pre-Planning Reports Makes ISO Inspections Much Easier

Electronic forms for various building inspections are important during ISO inspections. Effectively track and report information related to pre-planning. You'll also be able to receive training hours for time spent conducting reviews. Your department can also include details, like the various types of building construction, facility dimensions, fire hydrants, sprinkler systems, and more, that are critical during simulated training activities.



# PROBATIONARY EVALS

## Document Everything Your Firefighters Do During Their Probationary Periods

Probationary and apprentice firefighters need training activities built to help them grow as emergency responders. Fire departments need to make sure these individuals are gaining proficiencies. With Vector Solutions, you can deliver the Apprentice Firefighter Daily Performance Evaluation, which gives platform managers the chance to rate how an apprentice firefighter performed during a given shift. Or you can create your own set of training activities tied to performance.

### Tracking Tools That Make a Difference

Use Vector Solutions' Activities Builder to create a set of customized resources that cover various mandatory skills and knowledge an apprentice will need after their probationary period and throughout their career. From administrative requirements, like new-hire documentation, to monthly skill testing like ventilation and ladders, Vector Solutions is a great tool for delivering mandatory training and tracking its completions.

Training supervisors can deliver probationary evaluations to employees through Vector LMS and then require electronic signatures to confirm they have reviewed the evaluation.

# RMS INTEGRATION

## Integrate Vector's LMS with Third-Party Software

If you're looking for an online training system that is compatible with other service providers, Vector Solutions can meet your integration needs. If you have the resources in-house, or ability to hire a contracted programmer, Vector Solutions will provide them the information and tools to integrate your experience.

The platform has been built to receive data from other systems, as well as export data to third-party software providers through its API Solution for programmers..

### REST Protocol and Hiring a Professional Software Services Group

The API was written using a standard REST protocol and can be used to interact with any third-party system capable of similar interaction. In order to use the API, you will need to have a programmer available with a working understanding of RESTful APIs, which is very common in the programming world and can be easily outsourced to a qualified service provider.

More information is available at  
<https://developers.vectorsolutions.com>.

### Export Completion Data from Vector Solutions into Other Systems

Vector Solution's API allows clients to access training record data without logging in. Once the API is in place, retrieving training record data can be done without human involvement—saving time and increasing operational efficiencies.

#### Vector's APIs Capabilities:

- |   |   |
|---|---|
|  Add & remove users from groups  |  Manage user Credentials |
|  Add, remove & edit groups       |  Create a new user       |
|  Incomplete assignment reports   |  Completion reports      |
|  Modify user profile information |  Inactivate a user       |
|  Credential reports              |   |
|  Manage supervisor rights        |   |

# SEXUAL HARASSMENT

## Increase Training, Track Completions and Reduce Overall Organizational Liability

There are reportedly more than 11,000 charges of sexual harassment each year. The impact of these claims is devastating, not just on the victim, but on lost work time and legal damages. That's why Vector Solutions is a must-have risk management tool for public entities. Our sexual harassment courses help you prevent costly incidents from happening. You can also combine our training with your own Sexual Harassment Policy to ensure everyone understands the ramifications.

### Proactive Training Educates Employees and Prevents Incidents

Vector Solutions offers more than 1,000 online training courses, including Sexual Harassment Awareness and Sexual Harassment for Supervisors. These courses have been taken more than 80,000 times by our clients. Organizations in California with more than 50 employees are required by law to have all supervisors complete a two-hour sexual harassment course every two years. Vector Solutions' training meets mandatory training for public entities. The U.S. Department of Labor estimates more than \$1 billion is lost each year due to sexual harassment. For public entities, these incidents can be crippling.

### Engaging and Quality Training and Applications

Vector Solutions realizes how critical this training is to the health of an organization. That's why we've worked hard to make our courses the industry's best. Training utilizes engaging interactions and innovative features that enhance learning. Courses have been put through a rigorous creation process. Vector Solutions also allows you to deliver your own policies that can be delivered to employees, require an electronic signature and be tracked for recordkeeping.

# SKILL SHEETS AND TASK BOOKS

## Ensure Successful Training with Activities that Challenge Proficiencies


Use Vector Solutions' Skill Sheets and Task Books Solution to deliver assignments to test employees' skills and knowledge and understand their progress toward required competencies. Track specific data electronically, run comprehensive reports and easily export to spreadsheets. Vector Solutions makes training management easier.

### Log Employees' Skills and Abilities and Run Report Anywhere

Vector Solutions can help you implement job-specific activities meant to test your employees' skills as they look to progress in their profession. In many cases, skills are reported on paper and then stored in the office cabinet. With Vector Solutions, training forms are filled out online and results are logged electronically. With mobile devices, tracking in-the-field skill training is easy and convenient. And Vector Solutions' support staff can help transition training docs into electronic activities in Vector Solutions.

### Skill Sheets and Task Books

Examples include:

 ACLS Skills	 Lieutenant Task Book
 BMO Skills	 Marine FF Manipulative
 CPR Skills	 Paramedic Task Book
 Driver Task Book	 Recertification Skills
 EMT Medical Skills	 Trauma Skills
 Immobilization Skills	 Ventilation Skills

If you'd like more information on how Vector Solutions can help a department create various skill sheets and task books, please contact us today at (800) 840-8048.

# URBAN SEARCH AND RESCUE

## Prepare Your Crew for Disasters and Track Training Records

Urban search-and-rescue is considered a multi-hazard discipline. These special skills are needed for a variety of emergencies, including earthquakes, floods, hazardous materials, hurricanes, terrorist activities, tornadoes and typhoons, among others. To prepare for these types of situations, your crew will need comprehensive training. With Vector Solutions, you'll have the tools you need to track mandatory hands-on training requirements and obtain certification.



### Manage USAR Recertification Requirements

To become certified and eligible to conduct certain types of rescue missions, emergency responders need to undertake precise Urban Search and Rescue training. Keeping personnel certified is another challenge for departments to manage. With Vector Solutions, you can easily create assignments for all types of USAR activities—including Rope Rescue, Structural Collapse, Trench and Excavation and more—you can log training location, instructor, hours, etc. With quality records, you'll be able to report on employees' USAR compliance.

Vector Solutions released a new and customizable training tool for US&R teams to train and track initial certification and ongoing annual requirements. Easily combining course materials and task books to provide a US&R credentialing pathway for your team.

# WILDLAND TRAINING

## Vector Solutions' Courses Make Perfect 'Pre-Training' Before Hands-On Performance

When it comes to fighting fires, training is extremely critical. Every burn season, firefighters across the country are reminded. With Vector Solutions, you'll have access to online courses that serve as tremendous refresher material prior to conducting hands-on activities. The combination of online pre-training and hands-on exercises will prepare your crew for the challenge. In addition, Vector Solutions' powerful system makes it possible to track vital information and run comprehensive reports.

### Engaging Online Wildland Training Courses

Vector Solutions has created quality, engaging online training focused on wildland fire incidents. RT-130: Annual Wildland Fire Safety Refresher is a four-module course covering several aspects of wildland firefighting, including fundamentals of safety in wildland firefighting operations, wildland fire behavior and strategies for predicting changes in behavior that could lead to hazardous conditions, situational awareness and injury prevention. Vector Solutions also offers S-190 Introduction to Wildland Fire, which is based on the National Wildfire Coordinating Group training.





# Platform Solutions

with Vector Solutions

## 20 Ways to Simplify and Improve Training, Compliance and Operations Management

A well-trained emergency responder is a safer, more effective emergency responder. That's why Vector Solutions created the industry's most powerful training management system featuring dynamic online training courses and innovative technology applications.

800.840.8046  
[VectorSolutions.com](http://VectorSolutions.com)

