CHAPTER 80
THE NWSA DATABASE SYSTEM

80 – NWSA DATABASE SYSTEM

The NWSA Database Storage System is a national database, recognized by Agencies and administered by NWSA. It tracks firefighters, instructors, and companies' training and certifications. Based on data in the system, NWSA issues an Incident Qualification Card to member Company employees on an annual basis. Only an NWSA-recognized instructor can input data into the system.

Agency personnel may have limited access to verify training on an individual, such as name, qualifications, and employer.

To obtain login information, please contact NWSA at 1-877-676-6927.

80.1 Features of the NWSA Database Storage System

a. Annually issue Incident Qualification Cards with photos, employee number, incident qualifications, additional skills, physical fitness rating, incident The position requires years of experience.

b. Documented instructor qualifications and teaching history.

c. Documented firefighter records including qualifications, training, experience, position tasks, books, and fitness level

d. All data entered by instructors, who are responsible for issuing Incident Qualification Cards

e. All information is confidential.

80.2 Fees

All data must be paid for when entering the Database Storage System. Fee schedule Refer to Page 30-4 of this manual, or refer to Appendix B, page 4, Cost for entering data.

81. DATABASE TUTORIAL FOR INSTRUCTORS

A PDF Database Tutorial for instructors has been completed and is on the NWSA website, under Training Documents. A similar document is available in Appendix B of this manual.

To access the Tutorial, go to www.nwsa.us/training/trainingdocuments.
You will find the Tutorial on the information page. You can review it online or you can print it out. We will continue to work on it and make changes as issues come up.

82. LEAD INSTRUCTOR COMPUTER SKILLS

Lead instructors must have sufficient experience with current technology to perform The duties of an instructor about entering a class, printing documents, and taking and uploading student photos, scanning training certificates, and the Performance Task Books, entering physical fitness scores, certifying students' current qualifications, printing training certificates and Incident Qualification Cards within the NWSA Data Base Storage System.

A class is considered entered when the instructor enters the class information into the NWSA Database Storage System records all students as passed or failed, and certifies that all requirements have been met to certify the student for a class or position and close out the class.