



GENERAL ORDER

Department of Fire and EMS

G.O. 5-6-26

Subject: Source Material- Lieutenant's Examination Process

Date: May 26, 2026

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The department is currently preparing to fill (4) Lieutenant positions that were recently approved by the County Board of Commissioners. An application period will be announced in the near future. The testing process will consist of a written examination which is tentatively scheduled for the first week of August 2026. Those who successfully complete that phase will then proceed to a further assessment process to include:

- Oral interview panel
- Fire simulation
- Written assignment
- Interview with the Chief of the Department

To facilitate adequate test preparation, the following source information is provided below.

At the completion of the 2026 promotional process and the appointment of the 4 new Lieutenants, the Chief of the department will assess all viable candidates, including existing Station and EMS Lieutenants, along with the promoted candidates from the 2026 Lieutenants process, for transfer/assignment to the four Safety Officer positions.

Applicants for the position will need to access the source materials listed below on their own. Station printers shall not be used to make copies of applicable documents. The IFSTA text is available via multiple online sources that sell textbooks as well as the IFSTA site.

MWR/cw

C: distribution list

All members meeting the minimum requirements for the Lieutenant position listed in policy 2.06 are eligible to apply. The requirements in policy 2.06 marked with ** Required for Lieutenant Paramedic position – do not apply to this promotional process.

2026 Lieutenants Examination Process: Source Material

1. Fire and Emergency Services Company Officer-IFSTA, 6th edition. (Chapters 1-11 Only)
2. MD Medical Protocols for EMS, July 1, 2026, edition (All Sections)
3. DFEMS Standard Operating Procedures (SOP Manual-All Chapters)
4. Carroll County Code of Regulations, Chapter 37 (Entire Document)