



Commonwealth of Massachusetts
Municipal Police Training Committee
“Training for Today, Planning for the Future”

<i>Policy Name:</i>	<i>Policy Number:</i>	<i>Pages:</i>
MPTC Policy 5.03 - First Responder Training Standards	5.03	6

<i>Subject Area:</i>	<i>Reference/Notes:</i>
Veteran Officer/In-Service Training	Applicable to officers who are required to complete MPTC annual in-service training and do not maintain an active EMT or paramedic license
<i>Effective Date:</i>	<i>Issuing Authority:</i>
September 23, 2026	MPTC Committee, Chief James Hicks (<i>Chair</i>)
<i>Scheduled Reevaluation Date:</i>	<i>Previously Issued Dates:</i>
June 1, 2027	July 1, 2024

I. SCOPE

MPTC Policy 5.03 – First Responder Training Standards (“*MPTC First Responder Training Standards Policy*”) applies to all law enforcement officers (“officers”) certified by the Massachusetts Peace Officer Standards and Training (“POST”) Commission who are required to complete MPTC annual in-service training and do not maintain an active EMT or paramedic license in Massachusetts.¹

Officers are not exempt from the *MPTC First Responder Training Standards Policy* because they:

- 1) have some other medical license besides an EMT or paramedic license.
- 2) are an MPTC-certified CPR/First Aid instructor.²
- 3) have work duties they view as primarily clerical or administrative.³

¹ POST-certified officers who maintain an active EMT or paramedic license in Massachusetts shall be deemed to receive training equivalent to or greater than POST-certified officers fulfilling *MPTC First Responder Training Standards*. G.L. c. 6E, § 4(f)(1).

² Officers who are MPTC-certified instructors must fulfill annual CPR/First Aid in-service training requirements.

³ M.G.L. c. 111, § 201 states, “This section shall not apply to police officers, fire fighters and persons engaged in police and fire work whose duties are primarily clerical or administrative...” The exemption does not apply to officers certified by POST, all of whom must comply with MPTC training standards and POST certification standards that require CPR/First Aid training.

II. PURPOSE

The purpose of the *MPTC First Responder Training Standards Policy* is to ensure that officers who are required to comply with it receive two types of First Responder training each training year:

- 1) ***Annual Cardiopulmonary Resuscitation (“CPR”) training*** totaling three hours of CPR review, hands-on practical training, and a written exam, that must be completed each training year, and;
- 2) ***Annual First Aid training*** totaling three hours of first aid refresher course training that must be completed each training year.

Collectively, the three hours of *CPR training* and the three hours of *First Aid training* constitute the minimum six hours of annual First Responder in-service training officers must complete each training year.

III. POLICY

It is the policy of the MPTC that all officers shall comply with the *MPTC First Responder Training Standards Policy* and the following statutes and regulations:

M.G.L. c. 6E, § 4(f)(1) states that POST’s Division of Police Certification and the MPTC “...shall jointly establish minimum certification standards for all officers that shall include, but not be limited to...(vii) possession of current first aid and cardiopulmonary resuscitation certificates or equivalent...”

550 CMR 3.07(3)(b) requires officers to complete annual in-service training that includes six (6) hours of First Responder training in the areas of first aid and cardiopulmonary resuscitation.

IV. DEFINITIONS

Possession of current First Aid and CPR certificates or equivalent means either a certificate, card, EMT/paramedic license, or MPTC ACADIS training transcript that shows the officer is current with annual *CPR Training* and *First Aid training* required by this *MPTC First Responder Training Standards Policy*.

Law Enforcement Agency (“agency”) means a state, county, municipal or district law enforcement agency including, but not limited to:

- (a) a city, town or district police department, the office of environmental law enforcement, the University of Massachusetts police department, the department of the state police, the Massachusetts Port Authority police department, also known as the Port of Boston Authority police department, and the Massachusetts Bay Transportation Authority police department;
- (b) a sheriff’s department in its performance of police duties and functions;
- (c) a public or private college, university or other educational institution or hospital police department;
- (d) a humane society police department in M.G.L. c. 22C, § 57; or
- (e) any other law enforcement agency subject to the Massachusetts Peace Officer Standards and Training (POST) Commission certification requirements.

Law Enforcement Officer (“officer”) means any officer of a law enforcement agency, including the head of the agency; a special state police officer appointed pursuant to M.G.L. c. 22C, § 57, 58 or 63; a special sheriff appointed pursuant to M.G.L. c. 37, § 4, performing police duties and functions; a deputy sheriff appointed pursuant to M.G.L. c. 37, § 3 performing police duties and functions; a constable executing an arrest for any reason; any other special, reserve, or intermittent police officer; or any other law enforcement agency subject to POST Commission certification requirements. Law enforcement officer does not include

state or county correctional officers designated to special operations or tactical teams within a state or county correctional facility.

Training Year (“TY”) means the MPTC’s annual in-service training year that commences July 1st and ends June 30th of the following year. Annual *CPR training* and *First Aid training* must be successfully completed during each training year.

V. PROCEDURES

a. MINIMUM ANNUAL FIRST RESPONDER TRAINING REQUIREMENTS⁴

Annual First Responder training for officers complying with this *Policy* requires at a minimum:

- 1) **Annual CPR Training** that includes completing: (a) either an in-person or on-line CPR review; (b) hands-on practical skills training in administering CPR, and; (c) an examination with a passing score and the opportunity to re-test as needed to obtain a passing score.
 - a) Annual *CPR training* shall be no less than the standard established by the *Committee on Cardiopulmonary Resuscitation and Emergency Cardiac Care* of the *American Heart Association* and shall include adult, child, and infant CPR.
 - b) In-person *CPR training* must be taught by an MPTC-certified CPR/First Aid instructor or by an instructor certified through one of the following organizations: American Heart Association (“AHA”); American Red Cross (“ARC”); Emergency Care & Safety Institute (“ECSI”); or National Safety Council (“NSC”).
- 2) **Annual First Aid Training** that includes completing, either in-person or online, three hours of *First Aid training* curriculum approved by the MPTC.
 - a) *First Aid training* curriculum content will be delivered on continuous three-year training cycles. The current three-year training cycle is:
 - TY27 – First Aid Year 3
 - TY28 – First Aid Year 1
 - TY29 – First Aid Year 2
 - b) In-person *First Aid training* must be taught by an MPTC-certified CPR/First Aid instructor utilizing MPTC-approved training materials.

b. MPTC-CERTIFIED CPR/FIRST AID INSTRUCTORS

Police officers, firefighters, EMS personnel, and other First Responders may become MPTC-certified CPR/First Aid instructors for the sole purpose of training POST-certified officers and the employees of governmental agencies.

Prerequisites for becoming an MPTC-certified CPR/First Aid instructor include:

- 1) Five-years of work experience as a police officer, firefighter, EMS personnel, and/or other First Responder, or an MPTC-approved waiver from the requirement based on specialized training in CPR and First Aid.

⁴ The *MPTC First Responder Training Standards Policy* will continue to follow the statutory requirements set forth in M.G.L. c. 111, § 201 notwithstanding an amendment in June 2023 to 105 CMR 171.120(B) stating: “Each first responder shall satisfactorily complete a refresher course in cardiopulmonary resuscitation every two years after initial cardiopulmonary resuscitation training.”

- 2) For officers, being up to date on all annual First Responder in-service training, or the equivalent.
- 3) A current BLS Instructor Card, or National Registry of Emergency Medical Technicians and CPR Provider Card.
- 4) MPTC approval for an ACADIS portal account.
- 5) Completion of an initial three-day MPTC tactical instructor development course.
- 6) Completion of an initial five-day MPTC CPR-First Aid Instructor Program.
- 7) Compliance with MPTC *Instructor Code of Conduct* requirements.

Upon completing all prerequisites and prior to serving as an MPTC-certified instructor, an instructor candidate must complete an instructor certification application and be approved by the MPTC.

MPTC-certified CPR/First Aid instructors must be recertified every year. Prerequisites for recertification include:

- 1) For officers, being up to date on all annual First Responder in-service training, or the equivalent.
- 2) A current BLS Instructor Card, or National Registry of Emergency Medical Technicians and CPR Provider Card.
- 3) Proof of teaching at least two classes during the prior training year.
- 4) Completion of a CPR/First Aid instructor refresher course, which shall include a review of the *MPTC First Responder Training Standards Policy* in effect at the time of the refresher course.
- 5) Compliance with MPTC *Instructor Code of Conduct* requirements.

MPTC-certified CPR/First Aid instructors shall read and acknowledge the version of the *Code of Conduct for Instructors Certified by MPTC* that is currently in effect when they are certified/recertified.

c. IN-SERVICE CREDIT/REPORTING

The annual three-hour *CPR training* and the annual three-hour *First Aid training* shall be separately credited on each officer's training record towards their annual in-service training requirements. In-service credit does not increase if the annual training exceeds six hours due to logistical variables such as the volume of officers being trained and/or the amount of time taken by instructors to deliver the training.

The annual *CPR training* and *First Aid training* must be completed by the officer and reported by the officer's primary employing agency to the MPTC through the MPTC's on-line ACADIS training portal by June 30th each year. Additional CPR/First Aid training may be reported through the MPTC's on-line ACADIS training portal but must be reported separately from the *CPR training* and *First Aid training* credited to in-service training.

Annual *CPR training* and *First Aid training* shall be waived for an officer who is also an EMT or paramedic but only if a copy of an active EMT/paramedic license valid on June 30th of that training year is submitted by the officer's primary employing agency to the MPTC through the MPTC's on-line ACADIS training portal by June 30th each year.

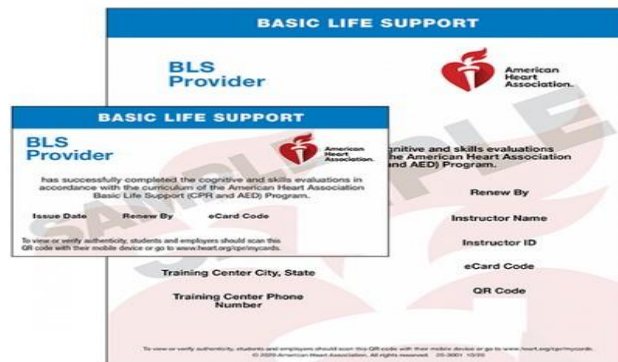
Once an officer's annual *CPR training* and *First Aid training*, or active EMT/paramedic license, have been reported by their primary employing agency and recorded in their training account, they have fulfilled the statutory requirement of possessing "...current first aid and cardiopulmonary resuscitation certificates or equivalent..." Physical possession of a CPR/First Aid certificate, card, or license is not required as long as an officer's ACADIS account transcript reflects current compliance with annual First Responder in-service training requirements.

d. OUT-OF-STATE TRANSFERS

An officer who wishes to transfer from an out-of-state law enforcement agency to a Massachusetts law enforcement agency must, among other things, meet these annual *CPR training* and *First Aid training* requirements **before** their appointing/sponsoring agency can petition the MPTC Committee for an exemption from completing a fulltime MPTC operated/authorized police academy.

Prior to an exemption request being considered, the CPR/First Aid requirements can be met by:

- 1) successfully completing both the three-hour annual *CPR training* and all three components of the nine-hour *First Aid training*, or;
- 2) successfully completing all three components of the nine-hour *First Aid training* and fulfilling the three-hour *CPR training* requirement by submitting a current American Heart Association (“AHA”) Basic Life Support (BLS Provider) Card:



An out-of-state officer who fulfills the *CPR training* requirement by submitting a current AHA BLS Provider Card must thereafter fulfill the three-hour *CPR training* requirement for the current in-service training year **before** the “Renew By” date on their AHA BLS Provider Card.

The AHA “Heartsaver” Card does not fulfill the annual *CPR training* requirement.

e. INTERRUPTIONS-IN-SERVICE

An officer who has had an interruption-in-service that is not more than five years must comply with the training requirements set forth in 550 CMR 3.04, including completing CPR/First Aid in-service training, **before** resuming police duties and functions.

As to annual *CPR training*, **before** resuming police duties and functions, the officer must complete the three-hour *CPR training* requirement. The *CPR training* only needs to be completed once. It does not need to be repeated for each training year missed.

As to annual *First Aid training*, **before** resuming police duties and functions, the officer must complete each three-hour training segment that was missed in the three-year cycle, up to and including the full nine-hour *First Aid training*. The three components only need to be completed once. They do not need to be repeated if more than three training years were missed.

f. ADDITIONAL CPR/FIRST AID TRAINING

The *MPTC First Responder Training Standards Policy* sets a baseline for annual CPR/First Aid training. Nothing herein should be construed as restricting agencies and/or officers from exceeding these standards.
Municipal Police Training Committee

A handwritten signature in blue ink, appearing to read "Rick Rathbun".

Colonel Rick Rathbun (ret.)
Executive Director