



<b>Standard Operating Guideline</b>	
SOG Name:	Health and Wellness Program
SOG Number:	400.15
Standard:	TBD
Guideline Owner:	Administration
Implementation Date:	August 27, 2020
Date of Last Revision:	July 23, 2021
Authority:	Larry H. Williams, Jr, Fire Chief

**PURPOSE:** Assist members with maintaining or improving their overall health and wellness. The program focuses on overall health and wellness and is non-punitive in nature.

**A. GENERAL**

**SECTION 1**

The department physician and training chief provide oversight for the program. The training division, Employee Health Clinic (EHC), Spectra Care and Prime Care manage the individual components of the program. All uniformed personnel shall participate in the health and wellness program.

**B. MEDICAL**

**SECTION 1**

Members receive an annual medical physical, during their birth month, in accordance with NFPA 1582<sup>i</sup>. The department physician reviews the results and submit a fit-for-duty statement, recommendation for further testing, or a rehabilitation program. Schedule your annual medical physical through the EHC no less than one week prior to the desired date.

**SECTION 2**

A medical physical and “Dothanization” is required for a member to return to duty following an absence of 6 months or more. This will be schedule by administration staff upon the member returning for in processing.

**C. PHYSICAL FITNESS**

**SECTION 1**

Physical fitness is a critical component of each member’s health & wellness. Members are required to complete one hour of physical fitness per shift in accordance with NFPA 1583<sup>ii</sup>. There are various types of fitness programs available; however, to be successful they must be individually based, not sports based. There is exercise equipment located at each station for on-duty fitness training and at the Wiregrass Public Safety Center<sup>iii</sup> for off-duty fitness training.

**SECTION 2**

The Wiregrass Public Safety Center has two spaces for physical fitness. One is located in the Administration building and the other is located in the Tactical Village. Prior to using these facilities, each member and/or family member must read the gym rules and sign a waiver<sup>iv</sup>. Signed waivers will be kept on file at the Wiregrass Public Safety Center.

**SECTION 3**

The training division shall assist with educating, assessing, equipping, and programing physical fitness for cadets and members. Contact the Training Division for assistance.

**SECTION 4**

All members will undergo an annual or return-to-duty fitness assessment<sup>v</sup> comprised of:

- Body Composition
- Aerobic Capacity
- Muscular Strength and Power
- Muscular Endurance
- Flexibility
- SCBA & N-95 Fit-Test

To schedule your fitness assessments, contact the training division. If you are returning from an extended leave (military, FMLA, etc.), it will be incorporated into the Dothanization program.

**D. BEHAVIORAL**

**SECTION 1**

Mental health is an essential component of our health and wellness program. Members must be able to cope effectively with the mental & emotional stresses of both work and their personal life. Available resources:

- Peer Support Team that is trained to recognize varying degrees of stress reactions and when to refer personnel to behavioral specialists
- The training division provides guidance for weight management, sleep etiquette, and stress management based on member request.
- The City Employee Assistance Program (EAP)<sup>vi</sup> is available for help with legal issues, financial issues, marital conflict, depression, substance abuse, etc.

**E. REHABILITATION**

**SECTION 1**

The department physician and EHC manage medical rehabilitation programs. Alternative duty may apply per department guidelines and policies; however, all members must receive a “fit-for-duty” letter prior to returning to duty.

**SECTION 2**

The department physician and training division manage fitness rehabilitation programs. Alternative duty may apply per department guidelines and policies; however, all members must receive a “fit-for-duty” letter prior to returning to duty.

**SECTION 3**

The department physician and EHC manage behavioral rehabilitation programs through the City EAP. Alternative duty may apply per department guidelines and policies; however, all members must receive a “fit-for-duty” letter prior to returning to duty.

**F. DATA COLLECTION**

**SECTION 1**

The department shall collect and maintain medical, health, and wellness data for use in:

- Guiding rehabilitation programming to meet individual member needs
- Provide statistical information to measure the state of the departments health and wellness
- Provide statistical information to measure the effectiveness of the program

**The department will maintain all health and wellness data in a secure confidential manner.**

**(Signature on File)**

**Larry H. Williams, Jr.**  
Fire Chief  
Dothan Fire Department

---

<sup>i</sup> *Data4/Training and Education/Health and Wellness/Fitness Assessment*  
<sup>ii</sup> *Data4/Training and Education/Health and Wellness/Fitness Assessment*  
<sup>iii</sup> *Data4/Training and Education/Health and Wellness/WPSC Gyms*  
<sup>iv</sup> *Data4/Training and Education/Health and Wellness/WPSC Gyms*  
<sup>v</sup> *Data4/Training and Education/Health and Wellness/Fitness Assessment*  
<sup>vi</sup> *Data4/Training and Education/Health and Wellness/Employee Assistance Program*