



**Center for Clinical Standards and Quality/Survey & Certification Group**

---

**Admin Info: 13-36-LSC**

**DATE:** September 18, 2013

**TO:** State Survey Agency Directors

**FROM:** Director  
Survey and Certification Group

**SUBJECT:** Three Options for Basic Life Safety Code Surveyor (BLSC) Training

**This memo supersedes Admin Info: 13-30-LSC: Interim Training Measure for Basic Life Safety Code (BLSC) Training**

**Memorandum Summary**

**State Agency (SA) and Regional Office (RO) Staffs have three (3) options for obtaining BLSC training.**

- **Online, Instructor-led BLSC:** SAs and ROs who registered for the July in-person class that was cancelled are currently enrolled in the Online, Instructor-led BLSC which will function between September 6 and October 31, 2013.
- **Self-paced Online, Non-Instructor-led BLSC:** In addition, SAs and ROs may continue to use online Basic Life Safety Code Course (BLSCC) training materials, with certain restrictions as outlined below. This course, available through the end of November, is self-paced and not led by an instructor.
  - SAs must appoint an experienced LSC surveyor as mentor for students who take the self-paced course;
  - The mentor's duties must include supervising the student in their initial field survey experience.
  - Such students cannot survey independently until they have completed a CMS sponsored, in-person BLSC Course (either face-to-face or online instructor-facilitated versions) and completed all pre-and post-requisites as identified in the Training Appendix to the MPD, and other pertinent S&C Memoranda.
- **Training Schedule Change:** Changes to the Training Schedule were made to schedule the next BLSC in-person training in early 2014.

We have made a number of special arrangements to promote timely training of LSC surveyors in light of our unfortunate need to cancel the July BLSC on short notice. In this memo we summarize and update the information on these actions.

1. **Online Instruction –led BLSC:** All of the students who were scheduled to attend the July BLSC in-person training were accommodated in a special online, instructor-facilitated, BLSC made available just for those students. This course is led by an instructor and runs from September 6 through October 31, 2013.

2. **Self-paced Online Course:** Through the end of November, the SCG Training Staff has also made a self-paced BLSC course available on Blackboard for SAs and ROs that need to train LSC surveyors. This course is not led by an instructor. The conditions for the use of this method are as follows:
  1. The pre-and post-requisites will be waived until the student is scheduled to attend the next regularly scheduled, CMS-sponsored in-person BLSC, or online instructor-facilitated BLSC.
  2. An experienced LSC surveyor must be assigned as a mentor for each student.
  3. The student must take and pass the online BLSC final examination.
  4. They must have successfully completed all pre-and post-requisites, including the Fire Inspector 1 Certification (FIIC) examination. [The FIIC is available from the NFPA; information on this step was previously transmitted to each State Training Coordinator].
  5. The student must attend the next regularly scheduled CMS-sponsored in-person BLSC or online instructor-facilitated BLSC Training.
  6. The student must not survey independently until they have completed step 5.
3. **Training Schedule:** An in-person BLSC class will be offered in early 2014. Additional information will be forthcoming.

**Effective Date:** Immediately. This temporary allowance should be communicated with all survey and certification staff involved with Life Safety Code duties, their managers and the State/Regional Office training coordinators within 30 days of this memorandum.

Please contact Lisa Byrd at [Lisa.Byrd@cms.hhs.gov](mailto:Lisa.Byrd@cms.hhs.gov) for questions involving these courses.

/s/

Thomas E. Hamilton

cc: Survey and Certification Regional Office Management