Driver Training Check List

Trainee's Name:_____ Company Number:_____
Dates:_____

Before you think of driving, check location of alarm.

	Completed	Date	Instructor
1. Check all sides of vehicle	☐	_____	_____
2. Disconnect land line and check path	☐	_____	_____
3. Open bay door and make sure it is fully open	☐	_____	_____
4. Adjust the seat, steering wheel and mirrors	☐	_____	_____
5. Engage battery	☐	_____	_____
6. Trucks- ignition switch is on	☐	_____	_____
7. Ambulance- key switch is on	☐	_____	_____
8. Start the engine and check all gauges	☐	_____	_____
9. Turn master switch and all lights on	☐	_____	_____
10. Place foot on brake, place vehicle into gear and release parking brake	☐	_____	_____
11. Pull vehicle out, stop vehicle, engage parking brake, place in neutral or park	☐	_____	_____
12. Proceed to alarm- foot on brake, place in gear, remove parking brake	☐	_____	_____
13. Ensure that all members riding the apparatus are safely on board and seated with seat belts	☐	_____	_____
14. Close apparatus bay door	☐	_____	_____
15. Hand location at 9 and 3 o'clock	☐	_____	_____
16. When making turns, feed wheel in direction of turn	☐	_____	_____
17. When ever possible, keep drivers side on the inside of turn	☐	_____	_____
18. Stop at all red light intersections and use due caution proceeding through all intersections when using emergency lights and sirens	☐	_____	_____
19. When ever possible, pass on the left. If passing on the right, shut off siren and keep lights on	☐	_____	_____
20. Avoid tunnel vision by continued scanning from side to side	☐	_____	_____

	Completed	Date	Instructor
21. Driver's side window open to hear other approaching			

emergency vehicles	☐	_____	_____
22. After arrival at scene, chock wheels	☐	_____	_____
23. When parking on hills:			
• Uphill- back of front tire to curb	☐	_____	_____
• Downhill- front of front tire to curb	☐	_____	_____
• Chock wheels on downward side	☐	_____	_____
24. When returning into bay, OIC must check sides of vehicle and guide vehicle into bay	☐	_____	_____
25. All emergency lights must be on when backing into bays	☐	_____	_____
26. Shut down procedure:			
• Turn off all emergency lights	☐	_____	_____
• Shut master switch	☐	_____	_____
• Shut ignition switch of stop engine switch	☐	_____	_____
• Turn off battery	☐	_____	_____
• Plug vehicle into land line	☐	_____	_____
• Check fuel and compartments	☐	_____	_____
• Vehicles with microbrake- engage parking brake and then engage the microbrake	☐	_____	_____
Disengagement- Release microbrake before parking brake	☐	_____	_____
• Jake Brake and engine retarders are in the *ON* position at all times except on slick road conditions	☐	_____	_____