

Washington State Fire Service Line of Duty Death Guidelines and Procedures



- **Cancer/Medical Death**
 - **Line of Duty**
 - **Non-Line of Duty**

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Implementation of the Line of Duty Death Procedures

The overriding philosophy of the fire service is that the first priority following a serious injury or line-of-duty death – after caring for the members – is the swift and compassionate notification of the injured or deceased member’s family and the extension of assistance and support to them.

As soon as is possible, the Chief should appoint an Incident Commander (IC), and a meeting should be held to assign or affirm the assignments within the Incident Command System (ICS) structure. The Appendices provide detailed roles and responsibilities for further reference. If there is a question as to whether or not the death is to be considered an LODD, please refer to the LODD Quick Determination Sheet in this document.

A briefing/planning meeting should be scheduled at least once a day until the conclusion of the Memorial Service and should include all section chiefs and other appropriate personnel. A final meeting for discussion of lessons learned and debriefing should be held no later than 48 hours after the conclusion of the Memorial Service.

The IC is responsible for the overall management of the activities that take place after the death of a member. This function is completely separate from the activity and command structure involved in the actual incident that caused the death.

The family will be presented the options available based on the classification of service, and their desires override all others. If the family wishes the help of the Agency, the sections of this document will lead the Agency and the family through the steps to properly honor the fallen member’s life. If the family does not want the assistance of the Agency, the Agency will then do whatever they can to support the family and take care of the needs of the personnel affected by the loss.

The Washington State LAST team is available to assist the agency and the family upon request. This resource is extremely valuable and brings LODD-specific knowledge and expertise to assist in planning and executing the service and ensuring that the family and the affected department are properly cared for. The team works for the Agency and acts in a support role. The Public Safety Officer Benefit (PSOB) is a key for survivors, and the LAST team can assist with this process. Planning these services is a very detail-orientated process, the services of the LAST Team is invaluable. Please contact Pat Ellis pellis@pugetsoundfire.org and/or Pat Pawlak ppawlak@pugetsoundfire.org.

The Fire Chief may wish to consult with other fire departments that may have had recent experience with funeral planning. The National Fallen Firefighters Foundation offers the Chief-to-Chief Network, which pairs the Fire Chief who has just lost a member with a Chief who has experienced a loss in the past. The Foundation can be contacted at 301-447-1365 for more information.

Time Sensitive Notifications Procedures

If your department has suffered the death of a firefighter from a work-related incident the following, time sensitive notifications, must be made.

Career Firefighter

*Within 8 hours of the death of a firefighter the Washington State Department of Labor and Industries must be notified at **1-800-423-7233** to be in compliance with [WAC 296.305.01501](#) [(c). Within eight hours after the fatality or probable fatality of any firefighter or employee from a work-related incident or the inpatient hospitalization of any employee as a result of a work-related incident, the employer of any employees so affected, shall orally report the fatality/hospitalization by telephone (**1-800-423-7233**) or in person, to the nearest office of the department.]*

****If the death is a Fire Fatality****

Within 2 business days of the death the Washington State Fire Marshal's Office must be notified through the [Fire Fatality Report Form](#).

Washington State Council of Fire Fighters

www.wscff.org

1069 Adams Street Southeast

Olympia, WA. 98501

360-943-3030

360-943-2333 (fax)

800-572-5762

Washington Fire Chiefs

www.washingtonfirechiefs.com

605 11th Ave, SE, Suite 211

Olympia, WA. 98501

360-352-0161

360-586-5868 (fax)

wfc@Washingtonfirechiefs.com (e-mail)

Washington State Fire Marshal's Office

www.wsp.wa.gov/state-fire-marshals-office/

Washington State Patrol

Helen Sommers Building

106 11th Ave SW

Olympia, WA 98501

360-596-3900

firemarsh@wsp.wa.gov

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Law Enforcement Officers' and Fire Fighters' Retirement System

Department of Retirement Systems

P.O. Box 48380 (Mailing Address)

Olympia, WA. 98504-8380

360-664-7000

800-547-6657

<https://www.drs.wa.gov/publications/member/multisystem/deathwhattodo/>

DRS Point of Contact: (Current as of Dec 2016)

Tammy Sadler, LEOFF Plan 2 Ombudsman

306-586-2324

tammy.sadler@leffo.Washington.gov

U.S. Fire Administration

<http://apps.usfa.fema.gov/firefighter-fatalities/fatalityData/notification1>

Washington State Local Assistant State Team (LAST)

<https://www.firehero.org/resources/department-resources/programs/local-assistance-state-team/>

Pat Ellis – 253-856-4426/ pellis@pugetsoundfire.org or info@wsfff.org

Pat Pawlak – 206-949-3039/ ppawlak@pugetsoundfire.org

National Fallen Firefighters Foundation

P.O. Drawer 498

Emmitsburg, MD 21727

LODD 24hr Hot Line 886-736-5868

301-447-1365

301-447-1645 fax

www.firehero.org

Medical/Cancer LODD Outline

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Planning the funeral/memorial service for a member of the fire service whose cancer is presumptive under RCW51.32.185 needs to be done with tremendous care and compassion for both the family and the fire department. Emotions can be very high, and the desire is to give the highest honors possible. The goal of any fire service-related service is to honor the fallen firefighter, the family, the department and the community; therefore, care must be taken to render the appropriate honors for the situation.

Pre-planning for this type of situation can lower the levels of stress for the family and the department members. It is important that plans be in place and the department be ready to respond as the death may be imminent. Pre-authorization to use department vehicles and/or apparatus for transporting the fallen firefighter, funeral home arrangements and planning will be vital.

This section is a short overview of the best practices, recommended procedures, and honors for a medical/cancer related LODD. It is broken down into three parts: preparation for the firefighter's death, actions taken at time of death, and planning the funeral/memorial service. For more resources and guidance, please contact the Washington State LAST Team Coordinators Pat Ellis at pellis@pugetsoundfire.org 253-856-5826 and/or Pat Pawlak at ppawlak@pugetsoundfire.org 206-949-3039.

Part 1: Preparing for the death of a firefighter

Key Roles and Assignments:

These are the main assignments and considerations for the pre-planning processes. A detailed checklist for each position can be found in the appendix of this document

Family Liaison: This person works closely with the family and is the point of contact between the family and the department. They need to be someone with whom the family is very familiar and comfortable with.

Department Liaison: This person keeps the fire department members informed on the condition of the firefighter. They will make sure pre-authorizations are taken care of and arrangements for Honor Guard and department personnel at the time of death are attended to.

Funeral Home Liaison: The family needs to select a funeral home that will handle the fallen firefighter and the family's wishes. Having this conversation with the family can be difficult, timing is very important. Once the family has selected a funeral home, the Funeral Home Liaison should contact the funeral home and begin the prearrangement process.

The Pre-Planning Process:

The purpose of the pre-planning process is to make sure all the details and plans are in place for when the firefighter passes; it is not a predictor or indicator of the firefighter's death. The fire department should form a very small group to begin the planning process. This group should include the Family Liaison, the Department Liaison, the Funeral Home Liaison, and any key department members (such as the chaplain and possibly the firefighter's crew or close work friends) who will be involved in the care and transport of the firefighter. The following is a brief outline of these procedures. In the appendix is a checklist of responsibilities and actions for each of the coordinators.

Department Preparation:

Once the firefighter passes, the body should be transported from the place of death to the funeral home in a department Aid Unit. Since the time of death cannot be predicted, this Aid Unit will need to be ready to go at a moment's notice. The Department Liaison will make arrangements for this to happen and have a crew ready to be deployed for this duty. Any department members involved in the transporting and receiving the firefighter at the funeral home should be notified of the plan so that they can be ready to respond. If the firefighter lives too far out of the department's response area, plans should be made with the local jurisdiction to assist with the transportation process.

Funeral Home:

As difficult as this conversation might be, if it is possible, have the family choose the funeral home prior to the firefighter's passing. This will relieve the family of the stress involved in making that decision after death occurs and will allow for the department to make arrangements with the funeral home regarding transportation. Cremation, burial, viewing and other disposition issues can be discussed after the time of death. It is important to not push the family and to go at their pace. Once this decision has been made, the Funeral Home Liaison will make contact with the funeral home to start that process.

Vigil:

Within a few days of the firefighter's passing, a 24-hour vigil can be set up, so the firefighter and their family are never alone. Since the time of death cannot be accurately predicted, having a firefighter present to help with comfort and care needs as well as immediate notifications is extremely helpful. The Department Liaison will put a schedule together and will notify the members of the department of the opportunity to fill the schedule.

Part 2: Time of Death:

It is important to note that when the death occurs, you need to allow the family time to mourn and be with their loved one. Slow down, go at the family's pace, and do not rush this process.

All legal death notification procedures must be followed. If the firefighter is in hospice care, notify hospice; if in the hospital, notify the charge nurse; if at home, call 911. After these notifications are done, contact the Family Liaison, the Department Liaison, and the Funeral Home Liaison. The firefighter should be covered with the American Flag. The Department Liaison will activate the transportation plan and notify the department members. The Funeral Home Liaison will contact the funeral home. The Family Liaison will remain with the family.

Transport to Funeral Home:

An Aid Unit will transport the firefighter to the funeral home, accompanied by crew or Honor Guard. The fallen firefighter should be wrapped in a white sheet and transferred to the gurney, secured and covered with the American Flag. All members of the department at the place of death will render honors in form of a salute as the body is moved from the house. Upon arrival at the funeral home, a cordon of honor should be formed and honors, in the form of a salute, shall be rendered as the firefighter is moved from the Aid Unit into the funeral home. Once inside, the funeral director will assist with transferring the firefighter from the department gurney to the funeral home gurney. The firefighter shall remain draped with the American Flag at all times. At this point the funeral director will take possession of the firefighter, and then everyone will be dismissed. For this level of death an honor watch is not recommended.

The family will need to work with the funeral home to make arrangements for the disposition of the firefighter. The Family and Department Liaisons should remain in those positions, while the Funeral Home Liaison might or might not be needed again.

Part 3: Funeral/Memorial Service Planning

Best Practice Service Procedures for a Cancer/Medical LODD:

A line of duty death from cancer or other medical issue is considered a local area level death. While it is recognized as an LODD and therefore allowed Full Fire Service Honors, best practice suggests that these honors be scaled back to fit the situation and location of the service. Since medical LODD services are not attended to the scale of a combat LODD service, the venue will be smaller. Honor Guard Details and Massed Band attendance will be smaller and available as needed.

Please note that if this death is not covered by the RCW that it would be considered a Level II, Non-Line of Duty Death and should be receive the appropriate honors. To determine if this is considered an LODD please reference the [LODD Determination Quick Sheet](#).

The goal of this type of service is to honor the firefighter, honor the family, honor the department, and honor the community. For detailed service planning, please contact the Washington LAST Team.

LODD Medical Order of Service will be the same as a Level I: LODD Service
[Suggested Order of Service](#)

Non-LODD Medical Order of Service will be the same as a Level II: Non-LODD Service
[Suggested Order of Service](#)

Key Role Check Lists

Family Liaison

This person works closely with the family and is the point of contact between the family and the department. The Family Liaison needs to be someone with whom the family is very familiar and comfortable.

- Establish communication lines with the family
- Explain the process, the department's involvement, and who is involved
- Pass on the family's wishes to the Department Liaison
- Set up a meeting with the Funeral Home Liaison and the Family to discuss funeral home arrangements
- Keep the Department Liaison updated so the vigil can start when appropriate
- Identify the needs of the family that the department can meet, and pass that information on to the Department Liaison
- Secure a clean, white sheet for the time of death
- Secure an American Casket Flag for the time of death

Department Liaison

This person keeps the fire department members informed on the condition of the firefighter. They will make sure the pre-authorizations are taken care of as well as arrangements for Honor Guard or department personal at the time of death.

- Secure pre-authorization for a department Aid Unit to be used to transport the firefighter to the funeral home from the place of death
- Identify who will be the transportation crew and make arrangements for them to be ready at a moment's notice
- Set up a Vigil Schedule when the time of death is close
- Keep the department updated on the firefighter's condition in accordance with the family's wishes
- At time of death, notify the department members of the death and the arrival time at the funeral home

Funeral Home Liaison

The family needs to select a funeral home that will handle the deceased firefighter and the family's wishes. Having this conversation with the family can be difficult, and the timing is very important. Once the family has selected a funeral home, the Funeral Home Liaison should contact it and begin the prearrangement process.

When the firefighter passes, the funeral home will need to be contacted. The funeral director will meet the Aid Unit transporting the firefighter at the funeral home. Upon arrival at the funeral home, the firefighter will be taken into a viewing room or other part of the funeral home, **not the preparation room**, for the gurney transfer.

- Make contact with funeral home
- Explain the situation and the department's involvement with the family
- Set up a plan with the funeral director for when the firefighter passes
- Look at the area and determine the best route to the funeral home and where the Aid Unit will park when it arrives.
- Draw up plans and have them ready in the Aid Unit for the driver
- Know where the firefighter will be taken upon arrival
- Contact the funeral home at time of death to set the plan in to motion

Levels of Honor At-A-Glance

Level I

- Badge Shrouds/Flag Lowering – Time Protocol
- Honor Watch
- Station Bunting
- Fire Engine Caisson
- Multi-Agency Vehicle Procession to the ceremony
- Vehicle Bunting on all department vehicles
- Crossed Ladders with American Flag
- Home Agency and Honor Guard Cordon of Honor
- Massed Band/Bagpipers and Drum Corps
- Honor Detail Pallbearers
- Color Guard to post and retire the colors
- Honor Guard
- Washington State Flag presented by the Governor
- Walk of Honor Certificate by Washington State Association of Fire Chiefs
- IAFF Medal of Valor Presentation if IAFF member
- Washington State Firefighters' Association Presidents Coin if Volunteer
- American Flag Presentation – Presentation Protocol
- Honor Flags
- Bell Ceremony
- Bugler for Taps
- Last Alarm Radio Call
- Amazing Grace

Level II

- Badge Shrouds/Flag Lowering – Time Protocol
- Family Escort to Ceremony
- Home Agency Cordon of Honor
- Honor Detail Pallbearers
- Honor Guard
- American Flag Presentation – No Presentation Protocol
- Honor Flags
- Bell Ceremony
- Pipes and Drums for Amazing Grace

Level I: Line-of-Duty Death (LODD)

The death occurs while in the line-of-duty or from a job-related medical injury covered by [RCW 51.32.185](#). The funeral service may include all honors and assistance which include the following.

- Badge Shrouds
 - Worn from time of death until 30 days after the funeral/memorial ceremony
- American Flags lowered to half-staff in compliance with local flag lowering policies
 - Lowered at time of death until sunset day of the service
- Honor Watch (Recommended for a combat type death only)
 - Active-duty firefighter remains with the fallen firefighter from time of death until the service
- Station Bunting
 - From time of death until after the service
- Fire Engine Caisson
- Multi-Agency Vehicle Procession to the ceremony
- Vehicle Bunting on all department vehicles
- Crossed Ladders with American Flag
- Multi Agency Member Cordon of Honor upon arrival at service venue
- Home Agency Member and Honor Guard Cordon of Honor at the start of the service
- Massed Band/Bagpipers and Drum Corps
 - Mass Band will lead vehicle procession, lead the remains to the ceremony, play at the beginning of the ceremony, and play Amazing Grace at the end of the ceremony
- Honor Detail Pallbearers
 - Remains will be posted by Honor Guard until the start of the service
- Viewing of remains before the ceremony if in a casket
- Color Guard to post and retire the colors
- Honor Guard
- Fire Service Honors
 - Washington State Flag presented by the Governor
 - Walk of Honor Certificate by Washington State Association of Fire Chiefs
 - IAFF Medal of Valor Presentation if IAFF member
 - Washington State Firefighters' Association Presidents Coin if Volunteer
 - American Flag Presentation
 - Casket: Flag is draped over the casket and is folded and presented to the family
 - Urn: Flag is tri-folded, unfolded and refolded then presented to the family
 - Honor Flags
 - American Flags flown over the station the firefighter worked
 - Bell Ceremony
 - Bugler for Taps
 - Last Alarm Radio Call
 - Amazing Grace

Honors Considerations

Time of Death

As soon as it is possible and appropriate the fallen firefighter will be covered by an American Flag. This flag will always remain with the fallen firefighter until presented to the family during the funeral/memorial service or appropriate time. The flag should be a government spec. casket sized flag. If this size flag is not available any American Flag would be appropriate.

Movement of Fallen Firefighter

Anytime the fallen firefighter is moved, the movement will be done with honors and escorted by law enforcement and fire service apparatus. The fallen firefighter should be transported by a department aid car or appropriate vehicle. This movement will include from the location of death to the Coroner/Medical Examiner's Office and/or to the funeral home.

Honor Posting

For combat type deaths a uniformed firefighter will be stationed with or near the fallen firefighter from the time of death until the time of the funeral/memorial service. Honor Posting for a medical/cancer related death is not suggested.

Procession to the Service Location

The procession to the service location will be open to all Fire and Police agencies that wish to participate. The firefighter may be transported in a department vehicle/apparatus to the location of the service. Police Escort must be pre-arranged with the local law enforcement jurisdiction. This type of procession needs to be well coordinated and considerations need to be made regarding adequate staging and parking locations.

Military

Military Honors include a presentation of the American Flag and Taps by a military honor guard and should be rendered graveside. If there is no graveside service, these honors can be rendered at the funeral/memorial. If the fallen firefighter is receiving a flag for their military service, they may also receive a flag for their fire service. It is suggested that the fire service flag be an Honor Flag or a tri-folded fallen firefighter memorial flag.

Medical LODD

A medical LODD can be given all the same honors as a combat LODD but best practice suggests that these honors be scaled back to fit the situation and location of the service. Medical LODD services are not attended to the scale of a combat LODD service therefore the venue will be smaller. Honor Guard Details and Massed Band attendance will be smaller and available as needed.

Level I LODD: Suggested Order of Service

Arrival at Service Location

The family should arrive at the service location at least one (1) hour prior to the start of the service. If the department has the resources, a large American Flag can be hung by a single ladder truck or by crossed ladders, two ladder trucks with ladders crossed. Department members and other uniformed personnel should be in formal ranks to receive the family and the urn/casket. All uniformed personnel will salute as family moves from the vehicles to the building.

- Family Vehicles enter under Crossed Ladders and are escorted by Honor Guard and Massed Band
- Family Escorted to Family Room
- For an Urn
 - Urn can be escorted to the Family Room, the front of service area, or can be left on apparatus until service start time. No matter where the Urn is placed, it needs to be posted by Honor Guard until the time of the service.
- For a Casket
 - Casket is left on apparatus until service start time or carried in to the service area and placed in the front. This would be done for a walk through (Viewing). The casket will be posted by Honor Guard, whether it is left on the apparatus or placed in the front of the service area.

Start of Service

- Cordon of Honor formed 15 minutes prior to service start time
 - Cordon of Honor includes all Uniformed Personnel
- Service Announcements
 - Instructions to audience regarding saluting protocols
- Entrance of Family
 - Escorted and Seated by Honor Guard
 - Procession Order
 - Piper
 - Honor Guard
 - Chaplain
 - Flag and Urn/Casket (if not already in place)
 - Family
 - Honor Guard
 - Cordon of Honor Called to Attention and Salute as family passes through
- Cordon of Honor Dismissed to their seats
 - If there is an Urn/Casket Watch Detail in place, they will dismiss with the Color Guard. Urn/Casket Watch concludes at the start of the service
- Posting of the Colors – Color Guard
- Memorial Emblems Placed by Honor Guard
 - Firefighters Bunker Gear and Helmet
- Invocation/Welcome – Chaplain or Family Clergy
- Chief's Welcome

- Remembrances
 - Family/Friends Speakers/Music/Eulogy
- Slide Show
- Honors
 - Military (See Military Considerations)
 - Presentation of Flag and Taps
 - Washington State Flag presented by the Governor
 - Walk of Honor Certificate by Washington State Association of Fire Chiefs
 - IAFF Medal of Valor Presentation if IAFF member
 - Washington State Firefighters' Association Presidents Coin if Volunteer
 - Fire Department
 - Any departmental memorial tokens for the family such as a plaque or challenge coin
 - Presentation of American Flag (non-military)
 - For non-military the flag is pre-folded and not unfolded during ceremony (More than 1 flag may be presented to family members)
 - Bugler for Taps
 - American Flag Presentation
 - Casket: Flag is draped over the casket and is folded and presented to the family
 - Urn: Flag is tri-folded, unfolded and refolded then presented to the family
 - Honor Flags
 - American Flags flown over the station the firefighter worked
 - Bell Ceremony
 - Amazing Grace
 - Last Alarm Radio Call
- Closing Comments
- Benediction
- Retiring of the Colors – Color Guard
- Family Dismissal by Honor Guard
- Fallen Firefighter's Fire Department Members Dismissal
- Audience Dismissal

This service should last no longer than 90 mins.

Level II: Non-Line-of-Duty Death

Death occurs when an active member is off duty and the death is not related to any emergency activities, or is a duty-related medical death that is not considered presumptive under RCW 51.32.185

A non-LODD death is considered a local area level death. Best practice suggests that the honors be scaled back to fit the situation and location of the service. Since non-LODD services are not attended to the scale of a LODD service, the venue will be smaller. Honor Guard Details and Massed Band attendance will be smaller and available as needed

- Badge Shrouds
 - Worn from time of death until 1700hrs the day of the funeral/memorial ceremony
- American Flags lowered to half-staff in compliance with local flag lowering policies
 - Lowered at 0800hrs until sunset day of the service
- Vehicle escort to ceremony to include family, remains and a fire apparatus.
 - Remains are transported in a funeral coach or with the family, depending upon disposition and family wishes
- Fire Service Cordon of Honor upon arrival at service venue
- Home Agency Member Cordon of Honor at the start of the service
- Honor Detail Pallbearers
 - Remains will be posted by Honor Guard until the start of the service
- Viewing of remains before the ceremony if in a casket
- Color Guard to post and retire the colors
- Honor Guard
- Fire Service Honors
 - American Flag Presentation
 - Flag is tri-folded prior to service and present to family
 - Honor Flags
 - American Flags flown over the station the firefighter worked
 - Bell Ceremony
 - Pipes and Drums for Amazing Grace

Honors Considerations

Military

Military Honors include a presentation of the American Flag and Taps by a military honor guard and should be rendered graveside. If there is no graveside service, these honors can be rendered at the funeral/memorial. If the fallen firefighter is receiving a flag for their military service, they may also receive a flag for their fire service. It is suggested that the fire service flag be an Honor Flag or a tri-folded fallen firefighter memorial flag.

Escort to the Service Location

For this type of service, there would be no multi-department procession. The family of the fallen firefighter may be escorted to the location of the service in a small procession consisting of a department apparatus, family vehicles and the funeral coach if casket service. The remaining department apparatus would be on static display at the service site, if possible. Police Escort must be pre-arranged with the local law enforcement jurisdiction.

After Service Reception

Depending on the service location, size, and time of day, the reception can be planned according to the wishes of the family and department.

Grave Side Service Considerations

Since the funeral is a formal event, it is suggested that the graveside service be a more intimate event for the family and close friends. It can be formal, with Honor Guard and Pipes and Drums, if the family desires. As there are many different ways the graveside service can be handled, please contact one of the Washington LAST Team Coordinators for details and service outline.

Level II: Non-Line-of-Duty Death Suggested Order of Service

Arrival at Service Location

The family should arrive at the service location at least one (1) hour prior to the start of the service. Department members and other uniformed personnel should be in formal ranks to receive the family and the urn/casket. All uniformed personnel will salute as family moves from the vehicles to the building.

- Family Escorted to Family Room
- For an Urn
 - Urn can be escorted to the Family Room, the front of service area, or can be left on apparatus until service start time. No matter where the Urn is placed, it needs to be posted by Honor Guard until the time of the service.
- For a Casket
 - Casket is left on apparatus until service start time or carried in to the service area and placed in the front. This would be done for a walk through (Viewing). The casket will be posted by Honor Guard, whether it is left on the apparatus or placed in the front of the service area.

Start of Service

- Cordon of Honor formed 15 minutes prior to service start time
 - Cordon of Honor includes only members of the firefighter's department
 - All other uniformed personal are pre-seated
- Service Announcements
 - Instructions to audience regarding saluting protocols
- Entrance of Family
 - Escorted and Seated by Honor Guard
 - Precession Order
 - Honor Guard
 - Chaplain
 - Flag and Urn/Casket (if not already in place)
 - Family
 - Honor Guard
 - Cordon of Honor Called to Attention and Salute as family passes through
- Cordon of Honor Dismissed to their seats
 - Urn/Casket Watch concludes at the start of the service
- Posting of the Colors – Honor Guard
- Memorial Emblems Placed
- Invocation/Welcome – Chaplain or Family Clergy
- Chief's Welcome
- Remembrances
 - Family/Friends Speakers/Music/Eulogy
- Slide Show
- Honors
 - Military (See Military Considerations)
 - Fire Department

- Any departmental memorial tokens for the family such as a plaque or challenge coin
- American Flag Presentation
 - Casket: Flag tri-folded and placed beside the casket and presented to the family
 - Urn: Flag is tri-folded and presented to the family
- Honor Flags
 - American Flags flown over the station the firefighter worked
- Bell Ceremony
- Amazing Grace
- Closing Comments
- Benediction
- Retiring of the Colors – Honor Guard
- Family Dismissal by Honor Guard
- Fallen Firefighter’s Fire Department Members Dismissal
- Audience Dismissal

This service should last no longer than 90 mins.

LODD Determination Quick Sheet

LODD Determination of Medical Related Deaths for IAFF Firefighters

Overview

When the Washington State Council of Firefighters has been given notification that a firefighter has received a terminal cancer diagnosis, there will be a meeting with the IAFF 7th District Representative, the President of the Local, a representative of the Department's Administration and a member of the Washington State LAST Team. The purpose of this meeting is to determine if the cancer diagnosis is presumptive under the RCW 51.32.185 using the attached check sheet. If it is determined that the cancer is presumptive, the planning process for a Line of Duty Death Fire Service Funeral that is consistent with the State LODD Funeral Policy will begin. The department will be offered the services of the LAST Team, State Honor Guard and Massed Band resource for assistance in planning and performing the LODD Fire Service Funeral.

If the cancer diagnosis is not determined to be line of duty, the department will be given a funeral service outline that is consistent with the State LODD Funeral Policy for a non-LODD funeral. The department will be offered the services of the LAST Team to provide assistance as needed as well as State Honor Guard and Massed Band resources as available.

If it is determined at a later date that the cancer diagnosis is presumptive a ceremony will be planned to render the proper LODD honors. These honors would include the IAFF Medal of Honor, a letter of condolence from the Washington State Governor, a Washington State Flag, and recognition from the Washington State Association of Fire Chiefs.

LODD Determination Process

Step 1: Notification received by the State Council

Step 2: State Council Representative will set up a meeting or conference call with the IAFF 7th District Representative, the President of the Local, a representative of the Department's Administration and a member of the Washington State LAST Team within 24 hours of notification.

Step 3: The LODD Determination Quick Sheet will be gone over and services offered in accordance with its recommendations.

If the answer is "Yes" to any of these questions the death will most likely be considered LODD. The family and the department will need to work with WA State L&N for final determination.

LODD Determination Quick Sheet

- Did the firefighter die on scene of a working incident? _____
- Did the firefighter die as a result of a cancer or other medical related issue? _____

RCW Determination Check List

- Did the Firefighter die of a respiratory or heart problems within 72 hours of exposure to smoke, fumes, or toxic substances? _____
- Did the Firefighter die of respiratory or heart problems experienced within 24 hours of strenuous physical exertion due to firefighting activities? _____
- Is there any evidence of (may include, but is not limited to) the use of tobacco products, physical fitness and weight, lifestyle, hereditary factors, or exposure from other employment or non-employment activities? _____
- Did the Firefighter die after a diagnosis of the following infectious diseases?
 - Human Immunodeficiency Virus/Acquired Immunodeficiency Syndrome
 - Hepatitis
 - Meningococcal Meningitis
 - Mycobacterium Tuberculosis
- Did the Firefighter die after a diagnosis of one of the following cancers?

○ Prostate Cancer diagnosed prior to the age of fifty	○ Multiple Myeloma
○ Primary Brain Cancer	○ Testicular Cancer
○ Malignant Melanoma	○ Kidney Cancer
○ Leukemia	○ Mesothelioma
○ Non-Hodgkin's Lymphoma	○ Stomach Cancer
○ Bladder Cancer	○ Nonmelanoma Skin Cancer
○ Ureter Cancer	○ Breast Cancer in Women
○ Colorectal Cancer	○ Cervical Cancer
- Did this cancer develop or manifest itself after the firefighter had served at least ten years and was given a qualifying medical examination upon becoming a firefighter that showed no evidence of cancer? _____
- Retired Firefighter:
 - When did the firefighter retire? _____
 - Is this date within 60 months of the cancer diagnosis? _____
- Did the Firefighter receive a diagnosis of Post-Traumatic Stress Disorder that developed or manifested itself after the Firefighter has served for at least 10 years? _____