SORT Reports for Quality Control

www.nfirs.fema.gov/webtools/

1. FD Info Report: Verify correct name, address, county, paid/unpaid/per call FF

2. Monthly Incident Count: Check for incidents missing from national database.

3. Incident Counts: Check for number of incidents, invalids, etc.

4. Incident Listing filtered for invalid incidents: Identify invalid incidents.

5. Structure Fire Causes: Check for high percentage of unknowns.

6. Incident Listing sorted by Incident Type & filtered for Incident Type 110-123 & Fire Cause 12 – All Other Causes: Check for structure fires (IT 110-123) with cause not clearly in one of the 12 standard categories, including unknown; ignore fires with Aid Given 3 or 4 and Incident Types 113-114 & 118. Use with caution as this filter will capture unknowns but can also capture some known categories (open flame, other heat, etc.). Is Cause of Ignition U or 5? Is Heat Source UU? Is Equipment Involved blank, UUU or NNN even though equipment was involved in ignition?

7. Incident Listing sorted by Incident Type & filtered by Heat Source (HS) UU: Check for structure fires (IT 110-123) with Heat Source reported undetermined.

8. Incident Listing sorted by Incident Type & filtered for HS 10-13 & Equipment Involved in Ignition (EII) NNN through UUU: Check for structure fires (IT 110-123) with HS reported as operating equipment but EII reported UUU or NNN.

9. Incident Listing sorted by Incident Type 110-123 & filtered for HS 40 – Hot Object, other: HS 40 should not be used when powered equipment is the heat source. Check to see if HS reported as Hot Object, even though equipment was involved.

10. Incident Listing sorted by incident type & filtered for Incident type 110-123 & FC 50-58 & EII = NNN through UUU: Check for structure fires (IT 110-123) with equipment unattended, overloaded or used improperly but EII undetermined or none.

11. Incident Listing sorted by incident type & filtered for Incident Type 110-123 & FC 11- Abandoned, discarded material: FC 11 should not be used for unattended equipment but only for fires caused by discarded smoking materials, hot ashes, etc. Check for structure fires with factor contributing reported as abandoned, discarded material that should be reported as equipment unattended.

12. Incident Listing sorted by Incident Type & filtered by Property Use (PU) 400-464 & Detector Presence U: Check for residential structure fires (IT 110-123) with Detector Presence undetermined.

13. Incident Listing filtered for Incident Type (IT) 100-173 & zero dollar loss sorted by Incident Type: Filter Total Loss 0 to 0 to check for zero dollar loss.

14. Tally by Incident Type to check for problem incident types (100, 112, 130, 140, 150, 300, etc.): If found, run Incident Listing filtered to check for miscoding.

15. Detailed Selected Statistics & Management Activity with Incident Type as Select Coded field: Check for response time errors by Incident Type. If an unusually long response time is found, run again with half the date range to rule out half of the data at each step. Repeat as needed to narrow the time interval to a manageable size. Then run an Incident Listing to locate the problem incidents.

 NOTE: Totals Average Response Time is calculated by adding total individual response times for all incidents (including aid given) but dividing only by total of primary calls(aid received, none, or other aid given). If you have no Mutual Aid Given Incidents, then the Average Response Time on the Totals row will be the overall average for primary calls. If you do have Mutual Aid Given calls, use the following formula to calculate overall average response time for primary calls:
 Avg Primary Call Resp Time =
[(Totals Row Avg Resp Time   X   # Primary Calls) – Sum of Aid Given Resp Times)] ÷ # Primary Calls

You can get all these numbers from the Detailed Selected Stats Report except the Sum of Aid Given Resp Times. To get the Aid Given times, first run the Mutual Aid Incidents report to identity the Aid Given calls. Retrieve each Aid Given call and note the response time for each(Arrival Time – Alarm Time). Sum these.

To get an average response time of all calls, including Aid Given, use this formula:
Average All Calls Response Time = (Totals Row Avg Resp Time   X   # Primary Calls) ÷ Total Number of Calls.

To get an average response time of just Aid Given calls , use this formula: Average Aid Given Response Time = Sum of Aid Given Resp Times ÷ Total Number of Aid Given Calls.

The Detailed Selected Stats Totals Average Response Time is calculated by:
Totals Row Average Response Time = (Sum of Primary Resp Times + Sum of Aid Given Resp Times) ÷ # Primary Calls

Since both the Totals Row Average Response Time & # Primary Calls are on the report, the quantity in parentheses can be calculated.

16. Mutual Aid Given Unmatched Departments: Check for Mutual Aid Given incidents in the National Database that do not have matching "Aided" FDID information.