



## Circular

<b>No:</b>	<b>98/12-13</b>
<b>To:</b>	Lifesaving Managers and Directors, Education Managers and Directors
<b>From:</b>	Mark Fife, National Director of Lifesaving Amy Teale, National Training and Education Manager
<b>Subject:</b>	<b>SKILLS MAINTENANCE (PROFICIENCY CHECK) REQUIREMENTS FOR 2013/14 SEASON</b>
<b>Summary:</b>	All active lifesavers are required to complete a skills maintenance (proficiency) to demonstrate competency in the lifesaving award/s they hold and in which they wish to remain current. This Circular describes the Skills Maintenance requirements for the 2013/14 season.

### Introduction

Skills maintenance checks are necessary to:

- ensure ongoing competency of members in their area of training and activities
- maintain the standards of knowledge and expertise of surf life savers
- satisfy legal and statutory requirements
- reinforce and maintain our service commitment to the bathing and beach going community

A member's proficiency is valid until the **31st December each year** (Any reference to this date should read *31st July* in Northern Australia approved clubs) unless stated otherwise in Surfguard or via Circular (e.g. Apply (Senior) First Aid has a three year proficiency requirement). This Circular should be read in conjunction with Policy 5.4, where it is stated:

**"1.1 Members who are not proficient as at December 31st are not permitted to patrol, or compete in any SLSA competition, until they have obtained the required proficiency."**

This means that any member who is **not** proficient by the 31st December, or has **not** completed appropriate awards shall **not** be allowed to:

- Perform patrols
- Operate rescue craft or
- Compete in surf life saving competitions

Skills maintenance checks may be conducted after 31st December under the requirements/approval of the local State/Branch. Any member completing their proficiency after 31st January each season shall be eligible to patrol but shall not be permitted to participate in any SLSA Championship competition until 1 May later in that year, (see SLSA Policy 5.4 for further details on competitor proficiency/patrol requirements).

When a skills maintenance check is successfully completed (or a member gains a relevant award after 30th June, in a particular year) the proficiency or qualification is current until 31st December in the following season.

The requirements in this circular detail the minimum national requirements as ratified by the Lifesaving Standing Committee. Additional requirements may be included by the State/Territory Director of Lifesaving.

### In-Depth Proficiencies

If a member remains non-proficient in any award for a period of 3 continuous years or more, then they are required to either sit an in-depth proficiency, a full assessment, or be retrained in order to be considered proficient in the award. In these situations the Trainer or Assessor must conduct a gap analysis to determine what differences occur between the award as it currently stands and what skill and knowledge the award consisted of at the time the member was last proficient. If the gap analysis



determines there is a gap in skill and/or knowledge, the candidate may be required to undertake training and assessment in the gap(s) identified. For example – a member may have obtained their Bronze Medallion when use of an Automatic External Defibrillator was not taught in the Bronze Medallion, therefore the member would have to be trained and assessed in this skill and knowledge.

#### **How many times does a competency need to be demonstrated in any one 12 month period?**

Each component of a required skills maintenance need only be demonstrated once in any one (12 month) season. For example, this means that a member who has successfully completed the CPR component of their ARTC need not repeat the skills maintenance check for that part of the Bronze Medallion/Cert II proficiency.

The principle outlined above also applies to fitness testing. In other words, a fitness test for a higher award, such as the Gold Medallion, will be evidence that a member has passed the fitness component of the Bronze Medallion/Cert II (Run/Swim/Run) proficiency.

Note that it is expected that all patrolling members maintain their minimum fitness levels for the awards that they wish to remain proficient in and a member may be requested at anytime during the season to complete an additional skills maintenance check by the Club, or authorised SLS Official. Each State/Territory will be responsible for describing the appointment of Assessors for skills maintenance checks.

A member who fails a skills maintenance check at anytime during the season is deemed to be non-proficient until such time as another skills maintenance check is completed successfully. Further, this member cannot participate in patrol activities or compete at carnivals until the skills maintenance check has been completed successfully.

#### **The Award Skills Maintenance Requirements for the 2013/14 Season are:**

##### **AQUATIC RESCUE AWARDS**

##### **Surf Rescue Certificate**

1. Run Swim Run (timed): 100m Run / 100m Swim / 100m Run in 5 minutes or less.
2. Resuscitation (CPR):
  - A patient assessment on a live patient and demonstration of lateral position.
  - CPR, 1 and 2 people (adult or child or infant) on a manikin.
3. Signals – 10 correct: Demonstrate 10 correct signals as determined by the Assessor conducting the proficiency. The 'Code X' and 'All Clear/OK' signal that were introduced in the 2012/13 skills maintenance should be included.
4. Rescue (1 of either Board or Tube)  
Demonstrate a rescue, using either a rescue tube or a rescue board, according to SLSA operating procedures in the current Public Safety and Aquatic Rescue Training Manual. The rescue must include the following:
  - Negotiating the surf zone
  - Securing the patient
  - Returning to shore with the patient
  - Calling for assistance

The member may choose the rescue equipment and should use swim fins during the tube rescue.

##### **Bronze Medallion**

1. Run Swim Run (timed): 200m Run / 200m Swim / 200m Run to be completed in 8 minutes or less.
2. Resuscitation (CPR) with oxygen and defibrillation.
  - A patient assessment on a live patient and demonstration of lateral position.
  - 1 person CPR (adult or child or infant) on a manikin.
  - Team CPR including use of resuscitation mask with oxygen supplement and AED.



3. Signals – 10 correct.
- Demonstrate 10 correct signals as determined by the Assessor conducting the proficiency. The 'Code X' and 'All Clear/OK' signal that were introduced in the 2012/13 skills maintenance should be included.

4. Rescue (1 of either Board or Tube).

Demonstrate a rescue, using either a rescue tube or a rescue board, according to SLSA operating procedures in the current Public Safety and Aquatic Rescue Training Manual. The rescue must include the following:

- Negotiating the surf zone
- Securing the patient
- Returning to shore with the patient
- Calling for assistance

The member may choose the rescue equipment and swim fins should be used during the tube rescue if available.

5. Radio

At least three questions on the use of radio must be asked of each candidate. This may include

- Pre operation checks
- Knowledge of local operating channels and uses
- Operating procedures,
- Call signs
- Rescue procedures

### Silver Medallion Aquatic Rescue

There is currently no skills maintenance requirement for this award. However, award holders will be expected to remain current through update sessions or search and rescue exercises offered locally.

### Gold Medallion (Advanced Lifesaving)

The Gold Medallion is only to be assessed by an assessor appointed on an annual basis by the Branch/State Director of Lifesaving (or equivalent). Assessors who are appointed must be noted in the Branch/State minutes annually.

A member must be proficient in ALL of the following awards:

- Advanced Resuscitation Techniques Certificate
- Apply (Senior) First Aid
- Spinal Management

If any of these award proficiencies lapse during the season, even after successful completion of the Gold Medallion, then the member will become non-proficient in the Gold Medallion.

The skills maintenance check for the Gold Medallion for the 2013/14 season will be:

1. Pool Swim

The member must complete an 800 metre swim in 14 minutes or less in a swimming pool of not less than 25 metres. The pool swim must be completed before any other component of a Gold Medallion proficiency.

2. Mission Test

- The distance will be 400m swim, 800m run, 400m board paddle, and 800m run
- The time will be 25 minutes or less
- The run distance to be taken from waist deep water, e.g. the run is from a flag, around a marker and to waist deep water, the aquatic components are from waist deep water around two swimming buoys and back to waist deep water
- Aquatic course must be around two swimming buoys



### 3. Rescue

Demonstrate a board and tube rescue according to SLSA operating procedures in the current Public Safety and Aquatic Rescue Training Manual.

- Tube Rescue: Complete a tube rescue of a patient 100 meters out to sea and return. Member should use swim fins during this rescue
- Board Rescue: Complete a board rescue of a patient 200 meters out to sea and return.

### 4. Complex Rescue Scenario (may include one of the rescues above)

Demonstrate a complex rescue scenario as set by the Assessor according to the SLSA operational procedures in the current Public Safety and Aquatic Rescue Training Manual.

The rescue must assess the following events:

- Negotiating the surf zone
- Securing the patient/s
- Returning to shore without losing the patient/s
- Calling for assistance
- Performing emergency care as required by the patient/s

## EMERGENCY CARE AWARDS

Awards involving resuscitation are to be assessed annually. Once proficiency is achieved, resuscitation in other award proficiencies is not required.

### Resuscitation Certificate

Award holders must successfully complete a skills maintenance check, showing their competence in:

- A patient assessment on a live patient and demonstration of lateral position
- DRSABCD, CPR 1 and 2 person (adult or child or infant) on a manikin – to include resuscitation methods using a mask.

### Advanced Resuscitation Techniques Certificate

#### 1. Resuscitation\*

- A patient assessment on a live patient and demonstration of lateral position.
- 1 person CPR (adult or child or infant) on a manikin.
- Team CPR including use of resuscitation mask with oxygen supplement and AED.

#### 2. Oxy Viva Operation

- Use of air bag resuscitator on conscious/unconscious patient(s) during resuscitation scenario

#### 3. Oropharyngeal Airways

- Correct measurement and insertion of an Oropharyngeal Airway (on a manikin where possible).
- Demonstrate an understanding of when and why an airway is introduced into resuscitation.

#### 4. Suction

- The use of hand held suction apparatus for the removal of fluids from the mouth.

\*Remember: If a member has already completed a skills maintenance that required Resuscitation to be assessed i.e. Bronze Medallion, they are considered to be proficient in that section of this award

### Spinal Management Certificate

1. Demonstrate placing a patient on a spinal board in an aquatic environment and on land.

2. Application of cervical collar on a patient

This may occur during the above scenarios clearly identifying how to correctly measure and apply a cervical collar



### **Pain Management Certificate**

Proficiencies for this award will be required at a minimum every two years and in some states annually depending on state permit requirements. Independent of the frequency, items included in the proficiency will include:

- Demonstration of set up and simulated use
- Knowledge of local security and state documentation requirements

### **Silver Medallion Advanced First Aid**

There is no skills maintenance check for this award. However, a member must maintain proficiency in the prerequisite awards of Pain Management, Spinal Management and ARTC to remain current in Silver Medallion Advanced First Aid.

### **POWERCRAFT AWARDS**

The Lifesaving Standing Committee has agreed that not all powercraft operators/crew necessarily need to demonstrate skills in a "one off" skills maintenance check and that many may be deemed as proficient via demonstration of competency during normal operational activities. Proficiency of powercraft operators/crew may be able to be assessed in numerous ways such as through the use of log books and club/service powercraft officer recommendation.

All members wanting to remain proficient in IRB Crewperson, Silver Medallion (IRB Driver) and/or RWC Operator must demonstrate proficiency in the pre-requisite awards associated with these awards:

For IRB Crewperson

- Proficient Bronze Medallion

For Silver Medallion (IRB Driver)

- Proficient Bronze Medallion
- Proficient IRB Crewperson
- Hold a current state/territory boat license (where applicable)

For RWC Operator

- Proficient Bronze Medallion
- Hold a current state/territory boat/pwc license (where applicable)
- Additional State/Territory pre-requisites as required

### **IRB Crew Certificate**

1. Questions on safety and the SLSA Powercraft Code of Conduct.
2. Demonstrate effective and safe crewing practice and ability including:
  - Parallel running
  - Figures eight
  - Response to signals
  - Negotiation of surf as required
  - Demonstrate patient rescue
  - Demonstrate ability to carry out a patient lift, exit, carry and lay.

### **Silver Medallion (IRB Driver) and RWC Operator**

IRB/RWC Drivers must successfully demonstrate their competence in current IRB/RWC driving techniques such as:

1. Knowledge on safety and the SLSA Powercraft Code of Conduct.
2. Demonstrated ability to apply safe driving practice and the ability including but not limited to:
  - Parallel running
  - Figures eight
  - Response to signals
  - Negotiation of surf as required.



3. Other driving skills and rescue techniques
  - Demonstrate ability to conduct a patient rescue
  - Demonstrate ability to carry out a patient lift, exit, carry and lay.

For RWC operators they must also be able to reboard the craft from deep water.

#### **Specialist Powercraft Awards (JRB/ORB)**

Skills maintenance for specialist groups shall be determined by the individual group and as approved by the relevant Branch/State Director of Lifesaving. Skills maintenance may be assessed during normal operational activities.

#### **ATV Operators**

It is no longer a national requirement to undertake an annual ATV skills maintenance. Instead, the ATV Operator's driving license must be checked each year for currency and this recorded. Each service must manage this process.

A member who loses their State driver's license (whether through cancellation or suspension) is considered to be non-proficient in this award. Once the member's state driver's license is reinstated, they are then required to resit the ATV Operator induction.

#### **BEACH MANAGEMENT AWARDS**

##### **Silver Medallion (Patrol Captain) OR Silver Medallion (Basic Beach Management)**

Proficiency is required in the prerequisites for the awards to remain current.

It is recommended that all current Patrol Captain's undertake the new online course 'Introduction to Search and Rescue' as part of their skills maintenance. This short online course has been developed to provide access to theory content of the Silver Medallion Aquatic Rescue course that is most relevant to Patrol Captains.

#### **RADIO AWARDS**

##### **Radio Operators Certificate**

For those who hold the stand alone Radio Operators Certificate (i.e. who do not have their BM/CERTII), at least three questions on the use of radio must be asked of each candidate. This may include

- Pre operation checks
- Knowledge of local operating channels and uses
- Operating procedures,
- Call signs
- Rescue procedures

For those who use this award as part of their operation within a SurfCom, additional assessment may be included at a local level.

#### **TRAINING AND ASSESSING AWARDS**

##### **Assessor**

1. Be currently endorsed as per State requirements. Endorsement is dependent on the Assessor remaining current in the award/s they are assessing AND current in training and assessment.

##### **Training Officer**

1. Be currently endorsed as per State requirements. Endorsement is dependent on the Trainer remaining current in the award/s they are training AND current in training and assessment.



**Facilitator**

1. Be currently endorsed as per State requirements. Endorsement is dependent on the Trainer remaining current in the award/s they are Facilitating AND current in training and assessment.