



Skills Maintenance Assessment Handbook 2017/18





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Thanks to the members listed below who contributed to the development of this Skills Maintenance for the 2017/2018 season

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SKILLS MAINTENANCE ASSESSMENTS

All active lifesavers are required to complete a skills maintenance assessment to show competency in the lifesaving award/s they hold and wish to retain. Skills maintenance assessments are necessary to:

- Ensure ongoing competency of members in their area of training and activity
- Maintain the standards of knowledge and expertise of lifesavers
- Satisfy legal and statutory requirements
- Reinforce and maintain our service commitment to the bathing and beach going community

SKILLS MAINTENANCE REQUIREMENTS OVERVIEW

All members must be requalified by the 31 December each year to continue patrol activities relating to the award.

Members who are not proficient by the 31 December, or who have not completed appropriate awards are unable to undertake the following until such time as they have met the proficiency requirements as determined for that season :

- Perform patrols
- Operate rescue craft or
- Compete in surf lifesaving competitions

In the event members are unable to complete their skills maintenance by this date, members may be given permission to finalise their skills maintenance requirements with the permission of their Area Training and Assessment Officer or the Director of Training and Assessment. Members who undertake their proficiency after the 31st December shall be eligible to patrol, but shall not be permitted to participate in any SLSA Championship competition until 1st July in that year.

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

Note that it is expected that all patrolling members maintain their minimum fitness levels for the awards that they wish to remain proficient in. Throughout the season, a member may be requested to complete an additional skills maintenance assessment by their Club, an Assessor or Authorised Director/Official (or their nominated representative). A member who is deemed not yet competent during a skills maintenance assessment during the season is deemed to be not proficient until such time as another skills maintenance assessment is satisfactorily completed. While not competent, a member cannot participate in patrol activities relating to the award they are considered not proficient in. Where competency in an award is a requirement to compete in an event, the non-competent member is ineligible to compete.

Any member who did not successfully complete the appropriate skills maintenance assessment in the previous season is not permitted to patrol or compete until such time as they are deemed competent in a skills maintenance assessment.

FURTHER INFORMATION

The Education Management Committee resolved in March 2016 that if a member remains non-proficient in any award for more than the proficient period, the member is then required to participate in either a full assessment or be retrained in the award. In this situation the Trainer and/or Assessor must conduct a gap analysis to determine what differences current skills and knowledge the members has compared to the requirements for the award. If the gap analysis determines there is a gap in skills 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 the use of oxygen therapy was not taught therefore the member would have to be trained and assessed in this skill and knowledge.

AWARDS	Proficiency Valid Period (months)	Maximum Unproficient period (months)
<u>Aquatic Rescue Awards</u>		
Surf Rescue Certificate	12	60
Bronze Medallion	12	60
Gold Medallion	12	36
SM Aquatic Rescue	0	36
<u>Emergency Care Awards</u>		
Resuscitation Certificate	12	12
First Aid [AID]	36	36
Advanced Resuscitation Techniques [AID]	12	36
Spinal Management Certificate	12	36
Pain Management Certificate	24	36
SM Advanced First Aid	36	36
<u>Powercraft Awards</u>		
IRB Crew Certificate	12	60
SM IRB Driver	12	60
RWC Operator	12	60
ATV Operator Certificate	12	60
<u>Radio Awards</u>		
Radio Operator Certificate	12	60

Skills maintenance assessments may be conducted after the 31st December under the requirements/approval of the Area Training and Assessment Officer, Director of Training and Assessment or the Director of Lifesaving. Any member completing their proficiency after 31st December each season shall be eligible to patrol but shall not be permitted to participate in any SLSA Championship competition until the 1st July in that year (Refer SLSA Policy 5.4 for further details on competitor proficiency/patrol requirements).

When a skills maintenance assessment is successfully completed (or a member gains a relevant award after the 30th June, in a particular year) the competency of this qualification is current until the 31st December in the following season. Director of Life Saving Services and the Director of Training and Assessment may include additional checks in cases where there is doubt of a member's proficiency in aspects of another award.

SKILL MAINTENANCE CHANGES 2017/18

Several changes have been made to the National Skills Maintenance requirements in line with SLSA Award Changes. The main changes in Victoria are:

Important Assessment changes in 2017/18:

- **Bronze Medallion:** 4 signals are required to be demonstrated during the skills maintenance assessment

Other Important information:

AUTHORISED DELEGATES:

BM/SRC Skills Maintenance - In the previous season, Club Executives appointed authorised delegates to conduct certain components of a skills maintenance assessment. The delegated authority process worked well as it allowed for more efficient administration of skills maintenance. This was well received by the membership and will be continued. Authorised delegates must hold a Trainer Skill Set (TAE) and are able to conduct certain practical components of BM/SRC skills maintenance assessments during quieter times on routine patrol activities. Suggested scenarios for use on patrols are listed in this handbook. This learning technique will continue into next season as a valuable, pro-active way to revise and further develop skills throughout scheduled patrols.

IRB Skills Maintenance - The above delegate process will also apply for IRB skills maintenance. IRB practical assessments can be assessed by an endorsed delegate who holds a proficient IRB Training Officers Award and or an IRB Coaches award.

INTERSTATE DEPLOYMENT: SLSA set the minimum standard required for skills maintenance. Members who are visiting another club and wish to patrol, or who are transferring to a new club and have already conducted their skills maintenance, are only required to bring proof of membership and proof of completion of their skills maintenance. All clubs are required to accept this evidence as having demonstrated an acceptable level of skill for active lifesaving. Clubs are recommended to provide all visitors and transferring members a short induction before commencing patrolling duties in a new location. This was appreciated by members as it allowed for an easier transition into another club when necessary.

SPINAL: Due to changes in Australian Resuscitation Council guidelines, application of a cervical collar is no longer necessary (refer to circular 011:07:16 for further information)

IRB CREW/DRIVER: Log books are not accepted as evidence for Season 2017-18 to cover the practical component of an IRB Skills Maintenance assessment; members must complete a practical demonstration as part of their skills maintenance to demonstrate skills required to remain current in the award.

HIGH VISIBILITY UNIFORMS: All water based assessment in 2017-18 requires a high visibility item of uniform worn by each member entering the water. Items include a high visibility vest and/or cap.

AQUATIC ACTIVITY RISK CHECK AND MANAGEMENT FORM/APP: Prior to the commencement of any water based skills maintenance assessment an Aquatic Risk Check and Management Form must be completed and filed at the club for future reference.

This form is also available through an application developed by SLSA. To gain access to this app, please complete a Form 49 and tick whether you have an Android or IOS device and submit to ithelp@slsa.asn.au. You will then be emailed instructions on how to download and have access to the water safety application.

SKILL MAINTENANCE CHANGES 2017/18

WATER SAFETY RATIO REQUIREMENTS: Please ensure water safety ratios are understood and abided by when undertaking any water safety activity (refer to Water Safety Ratio Chart below).

SLS ACTIVITY	ACTIVITY PARTICIPANTS WHO <u>DO NOT</u> HOLD A SRC OR ABOVE	ACTIVITY PARTICIPANTS WHO <u>DO HOLD A</u> SRC OR ABOVE
Junior Activities (Nippers)	1:5 (WSP: participants)	Buddy procedure
	1:10 (WSP: participants) Low-risk conditions Determined after a pre-activity risk assessment	
Member Training (Lifesaving and Sport)	1:5 (WSP: participants)	Buddy procedure
	1:10 (WSP: participants) Low-risk conditions Determined after a pre-activity risk assessment	Buddy procedure
Pool Activities	Where applicable, refer to local pool management requirements If no requirements 1:10 (WSP: participants) determined after a pre- activity risk assessment	
Surf Sport Competition	Refer to SLSA Surf Sport Manual	
Sanctioned/Special Events	Refer to 'Guidelines for Safer Surf Clubs'	
Lifesaving Patrols	Refer to relevant State/Territory 'Standard Operating Procedures'	

ONLINE PROCEDURES

LSV Member Training from Anywhere (online Skills Maintenance) is available in the 2017/18 season. The online platform offers club members the opportunity to complete their theory assessment/s online prior to attending the practical assessment. Also available is a booking system for members to register into a Skills Maintenance assessment at a club. Please note assessment bookings are based on maximum numbers, to ensure your place in an assessment register as early as possible.

The booking system allows members to register for the following Skills Maintenance awards:

- Bronze Medallion
- Surf Rescue Certificate
- Spinal Management Certificate
- Inflatable Rescue Boat Crew
- Advanced Resuscitation Techniques
- Gold Medallion
- Inflatable Rescue Boat Driver
- All-Terrain Vehicle Certificate
- RWC
- Radio Operators

Online theory assessments include: Bronze Medallion, Surf Rescue Certificate, Inflatable Rescue Boat Crew (IRBC), Inflatable Rescue Boat Driver (IRBD), Advanced Resuscitation Techniques (not required for BM Holders), Radio Operators Certificate (not required for BM holders), Gold Medallion and Rescue Water Craft (RWC). Complete the online assessment related to the award you hold and register into the assessment you wish to undertake.

Life Saving Victoria recommends clubs utilise this technology, however a paper based version will be available from your Area Training and Assessment Officer.

Dates for all Club Skills Maintenance Assessments are managed by your **Area Training and Assessment Officer** and listed online: <http://mt.lsv-from-anywhere.com.au/login>

At each Skills Maintenance Assessment: participants are provided with a Skills Maintenance card. At the conclusion of the assessment Members must ensure that each card is completed and provided to the lead Assessor for processing.

OUT OF AREA – SKILLS MAINTENANCE ASSESSMENT

All members are encouraged to complete their skills maintenance assessment at their Club or within their clubs Area. However if a member is unable to attend their clubs skills maintenance assessments the Member Training from Anywhere - Skills Maintenance online program provides an opportunity for members to register into an assessment at another Life Saving Club within Victoria.

Prior to commencing a skills maintenance assessment at another club the member **must** ensure they are an active financial member of their club. If a member is not financial the skills maintenance will not be processed. Members **must** provide the visiting club with confirmation of successful completion in the online Assessment (via a printed completion certificate or displaying confirmation via their phone or tablet).

Once all skills maintenance requirements have been completed, member **must** provide the lead Assessor with their Skills Maintenance Card for processing.

ATTIRE AT SKILLS MAINTENANCE ASSESSMENT

In general candidates should dress according to the conditions presented and in a way that members are able to complete the required tasks in a safe and competent manner. Note members are not allowed to wear any additional swimming aids (i.e. Flippers, Paddles or Pool Buoys) unless the items are a requirement for the assessment.

Assessors are encouraged to wear their light blue assessor shirts where appropriate.

STATE BASED – SKILLS MAINTENANCE ASSESSMENT

Life Saving Victoria will provide an opportunity for members to attend a State organised skills maintenance assessment. The assessment will be held in December 2017 at Life Saving Victoria, 200 The Boulevard, Port Melbourne. A circular will be distributed advising members on how to register for this event via LSV from Anywhere - Skills Maintenance.

All Assessors are asked to support this initiative by attending and helping with assessments where possible.

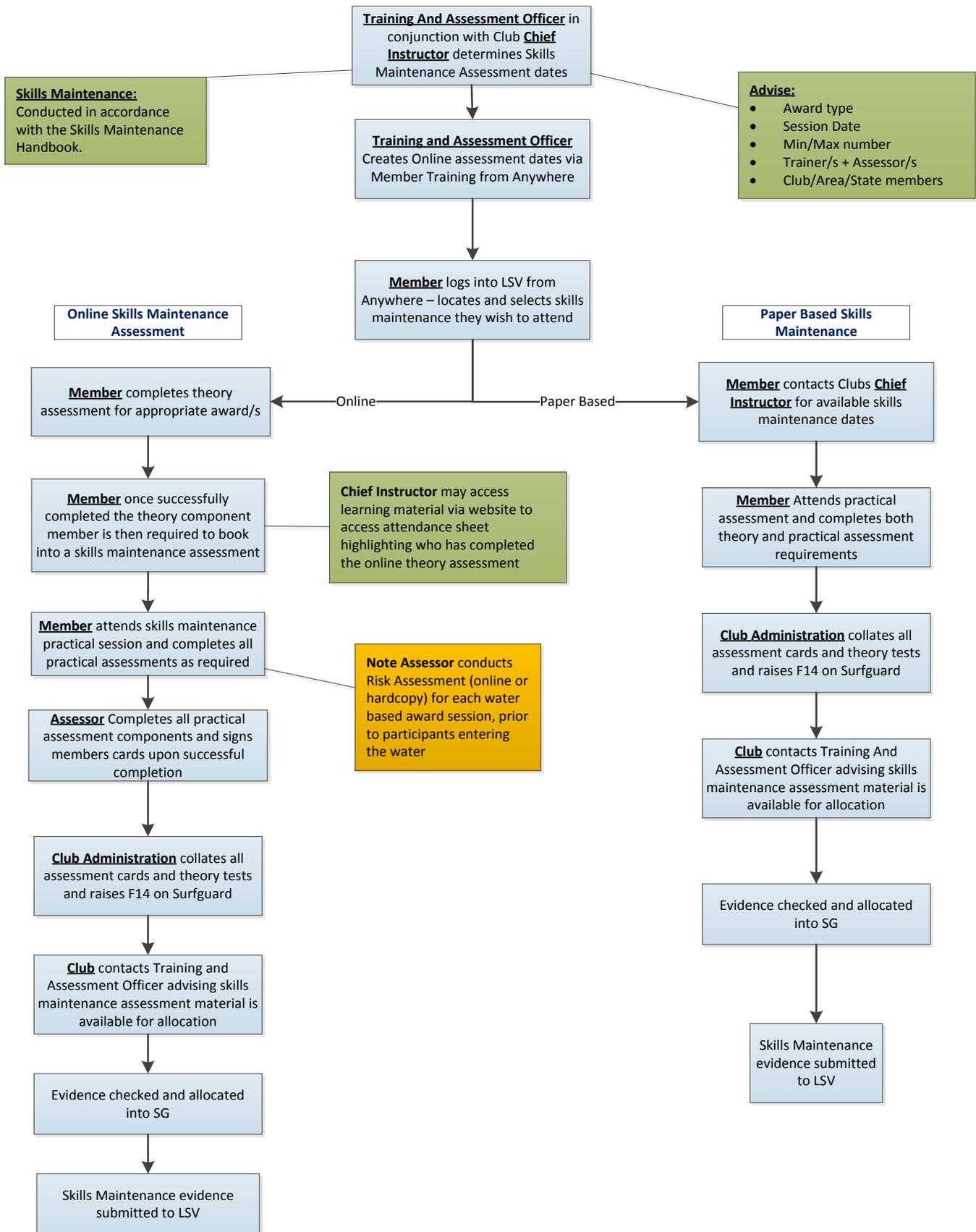
SKILLS MAINTENANCE ASSESSMENT RESOURCES

Copies of Skills Maintenance questions and answers, plus Assessment Cards are available from your Area Training and Assessment Officer, Assessors should contact their relevant Area Training and Assessment Officer for these resources.

Training Resources are also available for awards online via Dropbox, click the Club and Members – Volunteer Training - Resources area of Life Saving Victoria's website: www.lsv.com.au.

SKILLS MAINTENANCE FLOW CHARTS

The following flow chart highlights key requirements for members completing both Online and Paper Based skills maintenance.



SKILLS MAINTENANCE AWARDS

The following information relates to all Life Saving Awards conducted in Victoria. Review all requirements for the award being assessed and ensure all components have been adequately completed in accordance to the assessment requirements.

Once a member is assessed for an award the assessor will sign and date the assessment outcome indicating a C/NYC on the Skills Maintenance card supplied.

It is the responsibility of the Member to ensure the completed skills maintenance card is submitted to the appropriate club administrator for processing.

ADVANCED RESUSCITATION TECHNIQUES CERTIFICATE (ARTC)

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none">• Online theory assessment must be completed prior to attending practical assessment. Note members who undertake a Bronze Medallion skills maintenance are not required to complete the ARTC online questions.• Patient assessment on a live patient and demonstration of the lateral position. Note: Patient assessment of an unconscious casualty maybe performed without rolling the casualty onto their side.• 1 person CPR on a (adult or child AND infant) Manikin minimum 2mins each.• Team CPR - including DRSABCD, use of a resuscitation mask with oxygen supplement and AED (Automated External Defibrillator).• Use of Oropharyngeal Airway including the correct measurement and insertion of an Oropharyngeal Airway (on a Manikin where possible), also demonstrate an understanding of when and why an Oropharyngeal airway is introduced into resuscitation.• Suction – use of hand held device for removal of fluids from the mouth.	Annually

**Note: If a member is deemed competent in a Skills Maintenance assessment that requires Resuscitation to be assessed i.e. Bronze Medallion. The member is considered proficient in that section of the assessment for other awards that require assessment in resuscitation i.e. ARTC.*

PATIENT ASSESSMENT

A patient assessment on a live patient and demonstration of lateral position. Note initial Patient Assessment may be conducted without rolling the patient onto their side.

CPR ON A MANIKIN

- 1 person CPR conducted on a (adult or child AND infant) manikin.
- Team CPR including use of resuscitation and the use of a mask, oxygen and AED

OXYGEN EQUIPMENT OPERATION

Demonstration through set up and simulated use of an airbag and mask during resuscitation on a manikin.

OROPHARYNGAEL AIRWAYS

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



THEORY ASSESSMENT PAPER

Candidates must achieve 100% on the six (6) questions available online at Member Training from Anywhere or via written questions. This assessment is conducted as an open book, multiple choice theory assessment issued by LSV – contact your Area Training and Assessment Officer or alternatively visit <http://mt.lsv-from-anywhere.com.au/login> to access the online questions.

Note Members who have undertaken a Bronze Medallion Skills Maintenance are not required to complete the ARTC award questions.

SUCTION

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

NOTE: If a member has already completed a Skills Maintenance Assessment that required Resuscitation to be assessed i.e. Bronze Medallion, they are considered to be proficient in that section of this award.

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current endorsed Assessor/Facilitator (ARTC (AID))

ASSESSOR QUALIFICATIONS

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none"> Must hold the appropriate TAE Units of Competence Attend any State Lifesaving Conference / Regional Forum / Area Meeting/s <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> Participate in an in-service session with the local Training And Assessment Officer or their nominated representative <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> Attended another appropriate workshop or professional development event Currency in both award and unit of competence requirements Have actively Assessed in the award during the past two seasons All assessors are required to submit a Trainer and Assessor Qualification Mapping matrix (D9) every 2 years to remain endorsed as a qualified assessor 	Annually

COMPLETE AND SUBMIT CURRENT SEASON TRAINER AND ASSESSOR QUALIFICATION MAPPING (D9) MATRIX

Assessors who have not previously done so must complete, sign and return a Trainer and Assessor Qualification Mapping Matrix (D9).

ATTEND THE STATE CONFERENCE/REGIONAL FORUM OR PARTICIPATE or A PROFESSIONAL DEVELOPMENT WORKSHOP

Attend the State Conference or Regional Forum and participate in discipline specific sessions. Assessors who were unable to attend the session must participate in external professional development opportunities to ensure understanding of current VET practices. A minimum of 8 hours annually is required from each Trainer/Assessor/Facilitator.

ATV OPERATORS

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none">• Current, valid driver license	Annually

Award holders must hold a current Australian Driver License. A member who loses their driver licence (whether through cancellation or suspension) is considered **not** competent in this award. Once the member's state driver's license is reinstated, members are then required to resit the ATV Operator induction.

If a Club wishes to conduct a skills maintenance assessment consider the following:

- Driving assessment with verbal questioning on safety precautions, as determined by an appropriate assessor

The new ATV Operators Certificate workbook should be provided to operators for reference and may be used as a tool to assist with competency checking.

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Assessor (of any award)

BRONZE MEDALLION (CERTIFICATE II PUBLIC SAFETY)

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none"> Hold a Certificate II in Public Safety (Aquatic Rescue) Signals – 4 signals demonstrated practically during skills maintenance assessment chosen at the assessor’s discretion 200m Run – 200m Swim – 200m Run (8 minutes or less) Board or tube rescue (flippers optional) A patient assessment on a live patient and demonstration of lateral position. Note: Patient assessment of an unconscious casualty maybe performed without rolling the casualty onto their side. DRSABCD, CPR 1 person on a (adult or child AND infant) on a Manikin Team CPR including DRSABCD, O₂ supplemented CPR and AED* Theory assessment paper Radio 	Annually

Certificate II in Public Safety (Aquatic Rescue) – COMPULSORY

Members who completed a Bronze Medallion and have not upgraded to the Certificate II in Public Safety (Aquatic Rescue) must complete a full Bronze Medallion assessment for 2017/18 season, including Theory and Practical assessments. If a member is not confident with current Life Saving Practices, it is recommended that a Bronze Medallion Learner Guide is also completed.

SIGNALS

Candidates must demonstrate 4 signals practically chosen at the assessor’s discretion.

RUN SWIM RUN

Run and swim distances for the Bronze Medallion: 200m run, 200m swim, 200m run

- Are measured from waist deep water, e.g. the run is 200 metres from a flag, around a marker and to waist deep water, the swim is 200 metres from waist deep water around two swimming buoys and back to waist deep water
- The swim course **must** be around two swimming buoys

The nominal time set for a run-swim-run for the Bronze Medallion is 8 minutes unaided or less. Water conditions on the day should be taken into consideration, as a result reasonable adjustment may be made on the day according to these conditions.

RESCUE

A board or tube rescue of a conscious or unconscious patient must be completed. The type of rescue (board/tube) is at the discretion of the member. The type of patient (conscious/unconscious) is at the discretion of the assessor. The assessor must sight the following:

- Negotiating surf (if applicable)
 - Securing the patient
 - Returning to shore with a patient
 - Calling for assistance
- (Members who select the rescue tube may use fins, if available).

PATIENT ASSESSMENT

Patient assessment to be conducted on a live patient - initial patient assessment of an unconscious casualty maybe performed without rolling the casualty onto their side.

CPR ON A MANIKIN

- DRSABCD, 1 person CPR conducted on a (adult or child AND infant) manikin include resuscitation methods using a mask.
- DRSABCD 2 person CPR including use of resuscitation mask with oxygen and AED.

THEORY ASSESSMENT PAPER

Candidates must achieve 80% on the (35) twenty four questions, open book, multiple choice theory assessment issued by LSV – contact your Training and Assessment Officer Or alternatively this assessment can be completed online prior to attending the practical session of skills maintenance: <http://mt.lsv-from-anywhere.com.au/login>

RADIO

Three questions pertaining to the use of a radio maybe asked of each member if the BM online assessment has not been completed. This may include:

- Pre-operation checks
- Knowledge of local operating channels and uses
- Inter-patrol communications
- Sign on/off
- Rescue procedures and requests for assistance

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current Assessor (Bronze Medallion)*

***Alternatively Practical components including - Run Swim Run, Board/Tube Rescue and Signals maybe assessed by an authorised delegate with a Trainer Skill Set (TAE), during a quiet patrol. Suggested scenarios for use on patrols are listed below. Refer to Skills Maintenance Endorsement Handbook for further information.**

SUGGESTED SCENARIOS

TUBE RESCUE

- A person inappropriately attired has waded into the surf zone and has lost their footing. They are now panicking and going under the water.
- Two five year old kids are playing in the shallows. One of them gets knocked off their feet and washed into the water. Her mum is holding a baby and can't grab her quickly enough.
- Two ski paddlers are getting washed into rocks 200m away from the flags.
- A beachgoer has reported to the patrol captain that they have seen a person go under the water just inside the south flag and not come up again
- A person has been seen struggling in the surf zone and they are now unconscious and being dragged out in a rip.
- A fisher has just reported to the patrol captain that they saw someone get swept off the rocks while fishing and hasn't been seen again.
- A group of rock fishers get swept of the rocks. They are wearing lifejackets but are struggling to climb out at the rocks.
- A group of teenagers get caught in a rip current after tombstoning off a pier
- A member of the public informs the Patrol Captain that her 3 year old daughter has gone missing. She was last seen at the water's edge 5 minutes ago.

BOARD RESCUE

- You have just seen a surfer take a hard fall. They have surfaced in the surf zone and appear to be having difficulty moving.
- Two ski paddlers are getting washed into rocks 200m away from the flags.
- A person has been seen struggling in the surf zone and they are now unconscious and being dragged out in a rip.
- A fisherman has just reported to the patrol captain that they saw someone get swept off the rocks while fishing and hasn't been seen again.
- A group of rock fishers get swept of the rocks. They are wearing lifejackets but are struggling to climb out at the rocks.
- 2 body boarders get caught in a rip current and are already 100m out to sea
- A group of teenagers get caught in a rip current after tombstoning off a pier
- A member of the public informs the Patrol Captain that her 3 year old daughter has gone missing. She was last seen at the water's edge 5 minutes ago.

FIRST AID CERTIFICATE

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none">• Maintain current CPR Certification throughout three year period (Be deemed competent annually)• Complete approved First Aid Course or update every three years	Every Three Years

COMPLETE APPROVED FIRST AID COURSE OR UPDATE EVERY THREE YEARS

An approved full or update course must be completed every three years. To check whether other courses are approved please contact the Life Saving Victoria Training Services Department on (03) 9676 6950 followed by option 2 or volunteertraining@lsv.com.au.

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current Assessor (First Aid (AID))

GOLD MEDALLION (ADVANCED LIFESAVING CERTIFICATE)

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none"> Signals – 10 correct Pool Swim – 800 metres in 14 minutes or less, in a swimming pool of at least 25 metres or Open Water Swim. Note: pool swim must be completed prior to any component within the Gold Medallion proficiency Mission Test (400 Swim – 800m Run - 400m Board paddle – 800m Run) in 25 minutes or less 200m Board Rescue 100m Tube (flippers optional) Rescue Complex rescue scenario as set by the assessor Hold a proficient BM - Certificate II in Public Safety (Aquatic Rescue) Hold a proficient First Aid Certificate Hold a proficient ARTC Hold a proficient Silver Medallion (Basic Beach Management) Hold a proficient Spinal Management award 	Annually

Note: If any of these awards proficiencies lapse during the season, even after successful completion of the Gold Medallion, then the member is deemed non-proficient in the Gold Medallion.

SWIM

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 or Open Water Swim. The pool swim must be completed prior to any component within the Gold Medallion proficiency.

MISSION ASSESSMENT: 400M SWIM – 800M RUN – 400M BOARD PADDLE – 800M RUN

Run distances and swim distances for the Gold Medallion:

- Measured from waist deep water, e.g. the run is 400 metres from a flag, around a marker and to waist deep water. The swim is 400 metres from waist deep water around two swimming buoys and back to waist deep water
- The swim course **must** be around two swimming buoys

The nominal time set for the swim-run-board paddle-run for the Gold Medallion is 25 minutes or less.

RESCUE: 200M BOARD AND 100M TUBE (FLIPPERS OPTIONAL)

Demonstrate a board and a 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 100m out to sea and return. Members may use flippers during this rescue
- Board Rescue: Complete a board rescue of a patient 200m out to sea and return.

At the Assessors discretion rescue scenarios may include conscious or unconscious patients.

COMPLEX RESCUE SCENARIO

A Gold Medallion holder must demonstrate the ability to conduct 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 consist of the following events being assessed:

- | | |
|----------------------------------------------------|-----------------------------------------------------------|
| 1. Negotiating the surf zone | 4. Calling for assistance |
| 2. Securing the patient | 5. Performing emergency care as required by the patient/s |
| 3. Returning to shore without losing the patient/s | |

THEORY ASSESSMENT PAPER

Candidates must achieve 80% on the forty (40) question open book, multiple choice & short answer theory assessment issued by LSV. Or alternatively this assessment maybe completed online prior to attending the practical session of skills maintenance: www.lsv-from-anywhere.com.au/sm/

HOLD OTHER AWARDS

Candidates must hold the Certificate II in Public Safety (Aquatic Rescue).

Members who completed their Bronze Medallion prior to the 2007-2008 season and did not upgrade to the Certificate II in Public Safety (aquatic rescue), will need to complete a full Bronze Medallion assessment assessed by a qualified assessor.

Candidates must be current in the following awards: Bronze Medallion/Cert II in Public Safety, First Aid, ARTC and Silver Medallion Basic Beach Management.

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

This may be checked through Surfguard by the assessor at the skills maintenance assessment where Surfguard access is available, otherwise candidates must present the certificate or a Surfguard print out as evidence. Where a First Aid qualification or update has been completed with an external provider, a certified copy must be submitted to the LSV office for credit recognition.

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current Assessor (Bronze Medallion) with a Gold Medallion endorsement. Endorsements are conducted annually by LSV.

IRB CREW CERTIFICATE

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<p>A skills maintenance practical assessment is required for all Inflatable Rescue Boat Crew award holders this season. The practical requirements must be assessed by an endorsed IRB assessor, in accordance with the below requirements.</p> <p>The following must be successfully demonstrated to be deemed competent in this award:</p> <ul style="list-style-type: none"> • Assessment 1: Figures of 8 - incorporating correct body weight distribution during turns. • Assessment 2: In's and out's x 1-2 of the swimming zone • Assessment 3: Safely launching and landing/beaching IRB • Assessment 4: Correct Crew position during all activities – normal / locked in • Assessment 5: Patient Pick up x 2 <ul style="list-style-type: none"> o Unconscious Pick up o Conscious rescue including a tube entry and rescue • Assessment 6: Patient Removal from IRB (two person carry) – Demonstrate ability to carry out a patient lift, exit, carry and lay <p>The SLSA Powercraft Code of Conduct is critically important and must be understood by each member. Members must hold a proficient Bronze Medallion. All members completing a Skills Maintenance of the IRB Crew award may complete the Theory Assessment online prior to attending the practical assessment.</p>	Annually

HOLD CURRENT BRONZE MEDALLION

Candidates must hold a proficient Bronze Medallion for this award to remain current.

THEORY ASSESSMENT PAPER

Candidates must achieve 100% on the five (5) question open book multiple choice & short answer theory assessments, located online <http://mt.lsv-from-anywhere.com.au/login>

PRACTICAL ASSESSMENT

Demonstrate effective and safe crewing practice and ability including but not limited to:

Assessment 1: Figures of 8 - incorporating correct body weight distribution during turns.	Assessment 2: In's and out's x 1-2 of the swimming zone
Assessment 3: Safely launching and landing/beaching IRB	Assessment 4: Correct Crew position during all activities – normal / locked in
Assessment 5: Patient Pick up x 2 – 1) Unconscious Pick up 2) Conscious rescue including a tube entry and rescue	Assessment 6: Patient Removal from IRB (two person carry) – Demonstrate ability to carry out a patient lift, exit, carry and lay

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current Assessor (IRB) – Endorsed IRB Trainers and IRB Coaches (refer to the Skills Maintenance Endorsement Handbook for more information)

PAIN MANAGEMENT AWARD

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none">• Demonstration of set up and simulated use• Knowledge of local security and state documentation requirements	Every Two Years

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current Assessor/Facilitator Pain Management (Methoxyflurane)



RADIO OPERATOR'S CERTIFICATE

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<p>For those who hold the stand alone Radio Operators Certificate (i.e. who do not have their Bronze Medallion/CERT II Public Safety (Aquatic Rescue)), a practical demonstration is necessary of a scenario involving equipment (without transmitting) including at least 10 questions asked of each candidate relating to the following situations:</p> <ul style="list-style-type: none"> • Pre operation checks • Knowledge of local operating channels and uses • Inter-patrol communications • Sign on/sign off • Rescue procedures and requests for assistance <p>Online questions are available for members to complete For those who use this award as part of their operation within a LSV Comms, additional assessment may be included.</p>	<p>Annually</p>

THEORY ASSESSMENT PAPER

LSV ten (10) questions that assessors may use to assist in asking these questions. Note questions are also available online via <http://mt.lsv-from-anywhere.com.au/login>

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current Assessor/Facilitator Radio or Current Assessor Bronze Medallion.

RESUSCITATION (CPR) CERTIFICATE

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none">• A patient assessment on a live patient and demonstration of lateral position. Note patient assessment of an unconscious casualty maybe performed without rolling the casualty onto their side• DRSABCD, 1 and 2 person CPR on a (adult or child AND infant) manikin, including resuscitation methods using a mask• Successful completion of Theory Assessment	Annually

PATIENT ASSESSMENT

A patient assessment on a live patient and demonstration of lateral position must be completed. Note patient assessment of an unconscious casualty maybe performed without rolling the casualty onto their side.

CPR ON A MANIKIN

- DRSABCD, CPR 1 and 2 person conducted on a (adult or child AND infant) manikin – To include resuscitation methods using a mask.

THEORY ASSESSMENT PAPER

Candidates must achieve 100% on the twelve (12) question open book multiple choice written paper.

Note the completion of the Resuscitation skills maintenance is not sufficient to result in the renewal of a members CPR unit of competency.

MAINTAIN CURRENT CPR CERTIFICATION FOR EXTERNAL PURPOSES

CPR currency required for external to Life Saving purposes will require a full assessment to be completed each 12months. This includes a written theory paper and practical assessment.

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current Assessor of Resuscitation, First Aid and holds HLTAID003 – Provide First Aid.

RESCUE WATER CRAFT (RWC) OPERATOR CERTIFICATE

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none">• RWC Operators will be required to undertake Skills Maintenance to requalify their award for the 2016 / 2017 season. The assessment will include both practical and theoretical components.• To be eligible for RWC Skills maintenance, members must have an ongoing operational need to maintain the RWC award and be listed on a services Safety Management Plan (SMP).• Appropriately qualified and endorsed RWC Assessors & Facilitators can contact Ashley Baxter at ashley.baxter@lsv.com.au for skills maintenance resources. Members holding the RWC award can contact their Service Coordinator regarding Skills Maintenance opportunities.• In addition to Club run RWC Skills Maintenance Sessions, LSV will facilitate a number of state run RWC Skills maintenance opportunities. These details will be circulated to RWC Service Coordinators to pass onto their members.	Annually (to be reviewed by LSV Operations Department)

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: An approved RWC Facilitator or Assessor

SILVER MEDALLION ADVANCED FIRST AID

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
The Skills Maintenance requirement for this award is every three years; however a member must maintain proficiency annually in the prerequisite awards of Pain Management, Spinal Management and ARTC to Remain Current Silver Medallion Advanced First Aid. Ever Three years the Advanced First Aid component of the course will need to be completed again in full.	Every Three Years

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current Facilitator Silver Medallion Advanced First Aid

NOTE: THIS AWARD IS NOT CURRENTLY ENDORSED TO BE CONDUCTED BY VOLUNTEER TRAINERS AND ASSESSORS IN VICTORIA

SILVER MEDALLION AQUATIC RESCUE

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
No skills maintenance assessment is required for holders of the Silver Medallion Aquatic Rescue, though members should ensure they keep up to date with changes to Club and state policies and procedures. Proficiencies in pre-requisite awards must remain current.	Nil

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: N/A

SILVER MEDALLION (BEACH MANAGEMENT)

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<p>No skills maintenance assessment is required for holders of the Silver Medallion (Beach Management), though members should ensure they keep up to date with changes to Club and state policies and procedures.</p> <p>Proficiencies in prerequisite awards must remain current.</p>	Nil

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: N/A



SILVER MEDALLION (IRB DRIVER)

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<p>A skills maintenance practical assessment is required for all Inflatable Rescue Boat Crew award holders this season. The practical requirements must be assessed by an endorsed IRB assessor, in accordance with the below requirements.</p> <p>The following must be successfully demonstrated to be deemed competent in this award:</p> <ul style="list-style-type: none"> • Assessment 1: Figures of 8 incorporating correct body weight distribution during turns. • Assessment 2: In's and out's x 1-2 of the swimming zone • Assessment 3: Safely launching and landing/beaching IRB • Assessment 4: Patient Pick up x 2 <ul style="list-style-type: none"> o Unconscious Pick up o Conscious tube rescue – Solo drive once crew enters water • Assessment 5: Patient Removal from IRB (two person carry) Demonstrate ability to carry out a patient lift, exit, carry and lay <p>The SLSA Powercraft Code of Conduct is very important and must be understood by each member. Members must hold a proficient Bronze Medallion, IRB Crew and a current marine license.</p> <p>N.B: A Victorian Marine License must be displayed to the assessor prior to the commencement of this skills maintenance. Assessors will include the license number and expiry date on the Skills Maintenance card.</p>	Annually

HOLD CURRENT BRONZE MEDALLION AND IRB CREW CERTIFICATE

- Candidates must hold a proficient Bronze Medallion for this award to remain current.
- Candidates must hold a proficient IRB Crew Certificate for this award to remain current.

PRESENT CURRENT RECREATIONAL BOATING LICENCE

Candidates must hold a current Recreational Boating Licence sighted and listed on Surfguard.

THEORY ASSESSMENT PAPER

Candidates must achieve 100% on the ten (10) question open book, multiple choice & short answer theory assessment. The written assessment includes the questions for the IRB Crew proficiency and therefore a separate IRB Crew theory assessment does not need to be completed (A copy is included in this handbook for reference). This theory paper maybe completed online prior to attending a skills maintenance assessment via <http://mt.lsv-from-anywhere.com.au/login>. Note: Completion of both IRB Crew and Drivers are required to be completed separately.

PRACTICAL ASSESSMENT

IRB Drivers must sit a practical assessment as an IRB Driver consisting of the following:

Assessment 1: Figures of 8 - incorporating correct body weight distribution during turns.	Assessment 2: In's and out's x 1-2 of the swimming zone
Assessment 3: Safely launching and landing/beaching IRB	Assessment 4: Patient Pick up x 2 – 1) Unconscious Pick up 2) Conscious Tube rescue-Solo drive once Crew enters water
Assessment 5: Patient Removal from IRB (two person carry) – Demonstrate ability to carry out a patient lift, exit, carry and lay	

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current IRB Assessor - Endorsed IRB Trainers and IRB Coaches (refer to the Skills Maintenance Endorsement Handbook for more information)



SPINAL MANAGEMENT CERTIFICATE

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none">Participate in a Spinal Management scenario relevant to your location.Due to Australian Resuscitation Council guidelines, application of a cervical collar is no longer necessary.	Annually

PARTICIPATE IN A SPINAL SCENARIO

Each candidate must play a significant role in the management of a patient with a suspected spinal injury. The assessor must be confident that each candidate participating in the scenario has demonstrated a current understanding of spinal management. It is encouraged that where an assessor is unsure, they ask the candidate to take the lead in another scenario.

Note: The use of cervical collars are no longer part of SLS spinal protocols and will no longer be included in assessment or skills maintenance assessment for this award (refer to Circular 011:07:16 for further information).

THIS SKILLS MAINTENANCY ASSESSMENT MAY BE CONDUCTED BY: Current Assessor / Facilitator (Spinal Management)

SURF RESCUE CERTIFICATE

Skills Maintenance Assessment Requirements	Frequency of Skills Maintenance
<ul style="list-style-type: none">• Signals – 4 signals demonstrated practically during skills maintenance assessment chosen at the assessor’s discretion• 100m Run – 100m Swim – 100m Run unaided (5 minutes or less)• Board or tube rescue (flippers optional)• A patient assessment on a live patient and demonstration of lateral position Note patient assessment of an unconscious casualty maybe performed without rolling the casualty onto their side• DRSABCD, CPR 1 and 2 person conducted on a (adult or child AND infant) manikin – to include resuscitation methods using a mask.• Theory Assessment Paper; online or paper based version	Annually

SIGNALS

Candidates must demonstrate 4 signals practically chosen at the assessor’s discretion.

RUN SWIM RUN

Run distances and swim distances for the Surf Rescue Certificate:

- Are taken from waist deep water, e.g. the run is 100 metres from a flag, around a marker and to waist deep water, the swim is 100 metres from waist deep water around two swimming buoys and back to waist deep water to finalise the 100m run
- The swim course **must** be around two swimming buoys

The nominal time set for a run-swim-run for the Surf Rescue Certificate is 5 minutes Unaided or less, though water conditions on the day should be taken into consideration, as a result reasonable adjustment may be made on the day according to these conditions.

RESCUE

A board or tube rescue of a conscious or unconscious patient must be completed. The type of rescue (board/tube) and patient (conscious/unconscious) is at the discretion of the assessor.

The following must be demonstrated:

- Negotiation of Surf Zone (if applicable)
- Securing the patient
- Returning to shore with the patient
- Calling for Assistance

Note: The member may choose rescue equipment and should use fins if conducting tube rescue

PATIENT ASSESSMENT

Patient assessment on a live patient. Note initial patient assessment of an unconscious casualty maybe performed without rolling the casualty onto their side.

CPR ON A MANIKIN

The following must be demonstrated:

- DRSABCD, CPR 1 and 2 person on an (adult or child AND infant) manikin include resuscitation methods using a mask.

THEORY ASSESSMENT PAPER

Candidates must achieve 80% on the fifteen (25) questions, open book, multiple choice theory assessment. It is recommended that this assessment be completed online prior to attending a practical skills maintenance assessment via <http://mt.lsv-from-anywhere.com.au/login>

THIS SKILLS MAINTENANCE ASSESSMENT MAY BE CONDUCTED BY: Current Assessor (Bronze Medallion)*

***Alternatively Practical components including - Run Swim Run, Board/Tube Rescue and Signals maybe assessed by an authorised delegate with a Trainer Skill Set (TAE), during a quiet patrol. Suggested scenarios for use on patrols are listed below. Refer to Skills Maintenance Endorsement Handbook for further information.**

SUGGESTED SCENARIOS

TUBE RESCUE

- A person inappropriately attired has waded into the surf zone and has lost their footing. They are now panicking and going under the water.
- Two five year old kids are playing in the shallows. One of them gets knocked off their feet and washed into the water. Her mum is holding a baby and can't grab her quickly enough.
- Two ski paddlers are getting washed into rocks 200m away from the flags.
- A beachgoer has reported to the patrol captain that they have seen a person go under the water just inside the south flag and not come up again
- A person has been seen struggling in the surf zone and they are now unconscious and being dragged out in a rip.
- A fisher has just reported to the patrol captain that they saw someone get swept off the rocks while fishing and hasn't been seen again.
- A group of rock fishers get swept of the rocks. They are wearing lifejackets but are struggling to climb out at the rocks.
- A group of teenagers get caught in a rip current after tombstoning off a pier
- A member of the public informs the Patrol Captain that her 3 year old daughter has gone missing. She was last seen at the water's edge 5 minutes ago.

BOARD RESCUE

- You have just seen a surfer take a hard fall. They have surfaced in the surf zone and appear to be having difficulty moving.
- Two ski paddlers are getting washed into rocks 200m away from the flags.
- A person has been seen struggling in the surf zone and they are now unconscious and being dragged out in a rip.
- A fisherman has just reported to the patrol captain that they saw someone get swept off the rocks while fishing and hasn't been seen again.
- A group of rock fishers get swept of the rocks. They are wearing lifejackets but are struggling to climb out at the rocks.
- 2 body boarders get caught in a rip current and are already 100m out to sea
- A group of teenagers get caught in a rip current after tombstoning off a pier
A member of the public informs the Patrol Captain that her 3 year old daughter has gone missing. She was last seen at the water's edge 5 minutes ago.

FREQUENTLY ASKED QUESTIONS (FAQ)

Q: Why can't I raise a member in a skills maintenance assessment?

A: There may be several reasons:

- The member does not hold the prerequisites required to obtain the competency being raised. For example, a current Bronze Medallion is required before an IRB Crew certificate can be raised.
- Silver Medallion IRB Driver - the member requires a current Marine License listed on SurfGuard.
- The member is already in an assessment for the skills maintenance assessment.

Q: Why haven't I received a medal/certificate for my skills maintenance assessment?

A: Medals and Certificates are not issued when a skills maintenance assessment is processed. If validation of a current award is required, contact LSV to request an endorsed letter or alternatively download a transcript of your awards via the SLSA member's portal - <https://portal.sls.com.au/>.

Q: How long after an assessment has been completed should I expect the skills maintenance assessment to be processed?

A: Processing of the skills maintenance assessment will occur no longer than 30 days after the received date.

Q: Can I view my SLSA Awards online?

A: Each SLSA club member can view their awards at any time. To access your award details register online at <https://portal.sls.com.au> via 'Lifesaving Online' option.

Q: How many times does a competency need to be demonstrated in a 12 month period?

A: Each component of a required skill with skills maintenance is required to be demonstrated once in any (12 month) season. For example, this means that a member who has successfully completed the CPR component of their bronze medallion is not required to complete CPR component as part of the ARTC proficiency if it has already been demonstrated.

Q: Are units of competence issued with skills maintenance?

A: Units of competency are not issued as part of a skills maintenance assessment. If you are required to hold units of competency to demonstrate currency in resuscitation, you are required to complete a full resuscitation assessment with your club to receive the HLTAID001 unit as a separate assessment.