

Proficiency Handbook

Season 2011/2012

VERSION 1



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INTRODUCTION

Life Saving Victoria (LSV) – Proficiency Review Panel

Thanks to the members listed below who contributed to the development of this Proficiency Handbook for the 2011/2012 season

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PREFACE

Requalifications form a critical part of pre-season and start-of-season assessment activities, ensuring our lifesavers and lifeguards are proficient in the knowledge and skills they require to keep Victoria's beaches safe. Indeed, the challenge of administering and conducting effective and efficient proficiency assessments is no easy feat, and I would like to take this opportunity to acknowledge the dedication and service of our Assessors and District Officers.

This handbook aims to provide you the necessary information required to conduct proficiency assessments. Should you require further information regarding proficiencies, please contact your District Officer.

All the best,

Stuart Wall

Director – Training & Assessment

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Life Saving Victoria
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WHY HAVE PROFICIENCY ASSESSMENTS

All active lifesavers are required to complete a proficiency test to prove competency in the lifesaving award/s they hold and wish to retain. Proficiency tests 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

PROFICIENCY REQUIREMENTS OVERVIEW

Generally, when a proficiency check is successfully completed after 30 June in a particular year, the proficiency is current until 31st December in the following season. When completing a new award after 30 June in a particular year the award remains current until the 31st of December in the following season. Variations to this rule are outlined in this proficiency handbook and are in line with LSV and Surf Life Saving Australia requirements.

A member may be requested at anytime during the season to complete an additional proficiency check by the Club or District Officer (or their nominated representative). A member who is found to be not competent during a proficiency check at anytime during the season is deemed to be not proficient until such time as another proficiency check is completed successfully. While not proficient, this member cannot participate in patrol activities relating to the award they are considered not proficient in. Where proficiency in an award is a requirement to compete in an event, the non proficient member will also be ineligible to compete.

Any member who did not successfully complete the appropriate proficiency check in the previous season is not permitted to patrol or compete until such time as a proficiency check is successfully completed.

Members who wish to return to active lifesaving duties and hold an award obtained previously can participate in an in-depth proficiency test with a qualified Assessor. The Assessor must conduct a gap analysis to determine what changes have occurred in the award since the time of the candidates last was last proficient.

If the gap analysis determines that there is a gap in knowledge, the candidate may be required to undertake further training and assessment. For example – a member who obtained a Bronze Medallion when the use of oxygen therapy was not taught would require training and assessment in this competency.

All members must be requalified by the 31st of December each year. They can only requalify after this date with the permission of their District Officer or the Director of Training and Assessment.

FURTHER INFORMATION

The National Education Committee resolved in November 2010 that if a member remains non-proficient in any award for a period of three 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 the use of oxygen therapy was not taught therefore the member would have to be trained and assessed in this skill and knowledge.

Proficiency tests may be conducted after 31st December under the requirements/approval of the local District Officer or the Director of Training and Assessment. 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 proficiency 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. Directors of Lifesaving may include additional checks in cases where there is doubt of a member's proficiency in aspects of another award.

A member may be requested at anytime during the season to complete an additional proficiency check by the Club, an Assessor or authorised SLS Official. A member who fails a proficiency check at anytime during the season is deemed to be non-proficient until such time as another proficiency check is completed successfully. Further, this member cannot participate in patrol activities or compete at carnivals until the proficiency check has been completed successfully.

Each State/Territory will be responsible for describing the appointment of Assessors for proficiency testing.

The requirements in this handbook detail the minimum national requirements as ratified by the National Board of Lifesaving. Additional requirements may be included by the State/Territory Director of Lifesaving.

CHANGE MANAGEMENT

Several changes have been made to the National Proficiency requirements in line with SLSA Award Changes. The main changes include:

General Changes

- IRB awareness has been added to the Bronze Medallion/Cert II Proficiency Test this season.
- ATV Induction can no longer be issued. Holders should already have been upgraded to the ATV Operators Award in Surfguard.
- ARC and Defibrillation awards can no longer be issued. Holders should already have been upgraded to the ARTC Award.

CPR Changes

- As from 1st June 2011, all CPR is to be conducted according to the new CPR protocols, and this should be reflected in all proficiencies that include CPR. Refer to circular 62/2010-2011, "Changes to CPR following Australian Resuscitation Council Guideline changes" dated 24th Feb 2011 for more information.

Increased emphasis has been placed on high quality CPR (compressions of adequate rate and depth, allowing complete chest recoil between compressions, minimising interruptions in compressions and avoiding excessive ventilation).

- Greater attention on the use of a defibrillator within the resuscitation process
- An "S" (Send for help) has been added to the acronym DRSABCD. Note that we have previously stated that we should send for help after "R" - checking for response, (if there was no response) but this was not highlighted in the acronym. There is therefore no change to the process other than to highlight the point.
- The major change is that in the victim who is unresponsive and not breathing normally, CPR commences with chest compressions rather than rescue breaths.
- There is **no** change to the guideline for the **drowned person**, that is,
 - **D** - Check for **Danger**
 - **R** - Check for **Response**, if NO Response,
 - **S** - **Send for Help**
 - **A** - Check **Airway**
 - **B** - Check **Breathing**, if NOT Breathing, **deliver 2 Breaths**
 - **C** - Commence **CPR**, rate of 30 compressions to 2 breaths,
 - **D** - Apply **Defibrillator**
- The signs to look for before commencing CPR have been simplified to "responsiveness" and "breathing" i.e. if not responsive and not breathing, commence CPR.
- The term "Signs of Life" is no longer used
- Note that there will be minor word changes to support the above emphasis.
- However, there has been a slight change in the protocol for the sudden, **adult** cardiac arrest (the most common form of arrest)
 - **D** - Check for **Danger**
 - **R** - Check for **Response**, if NO Response,
 - **S** - **Send for Help**
 - **A** - Check **Airway**
 - **B** - Check **Breathing**, if NOT Breathing,
 - **C** - Commence **CPR**, rate of 30 compressions to 2 breaths,
 - **D** - Apply **Defibrillator**
- The difference between the protocol for the drowned person and the sudden adult cardiac arrest is that for the drowned victim we still deliver 2 breaths before starting the CPR cycle (30:2) whereas in the sudden cardiac arrest we immediately commence with the CPR cycle, that is, the 30 compressions before the 2 breaths.

When is Compression Only CPR useful?

Compression-only CPR relies on the fact that in sudden, adult cardiac arrest the lungs and blood contain oxygen at the moment the heart stops. For the first few minutes afterwards, the prime need of the victim is for artificial circulation of the blood. This is provided by chest compressions. It is believed that better results will be obtained if there are no pauses for rescue breaths. After approximately 5 minutes, however, ventilation is required to restore oxygen to the body.

While a number of International teaching bodies have advocated "CAB (Compressions, Airway, Breathing) to emphasis Compressions first and the fact that Compression Only CPR is acceptable, at least for a period of time, the ARC, and Surf Life Saving, will retain the 30:2 ratio for ease of teaching.

The ARC, and Surf Life Saving, also recognise that any attempt at resuscitation is better than no attempt at all, and therefore, if a person is unwilling or unable to perform rescue breathing, then Compression Only CPR is better than no CPR at all.

Bronze Medallion Holders

Each Bronze Medallion holder must compete an IRB awareness session this season as part of the training component of the recommendations from the SLSA IRB review. The session will consist of some training, theory questions and practical activities as detailed in this book. Trainers & Assessors for the Bronze Medallion should be upskilled by an IRB Trainer or Assessor prior to the commencement of the proficiency assessment

IRB Crew & Driver

IRB Crew and Drivers must complete a full proficiency assessment as part of the IRB Review's recommendations. Logbooks of hours completed in 2010/11 cannot be used as evidence.

All IRB Trainers & Assessors must complete an approved upskill course. If you need more details please contact your District Officer.

PROFICIENCY REQUIREMENTS FOR COMPETITION

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."

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).

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

OUT OF DISTRICT PROFICIENCY

In general an active member should complete his or her requalification at a Club in his or her home district. If circumstances dictate that an active member must complete a requalification away from his or her home district, they must seek permission from the District Officer from the district in which he or she proposes to complete the requalification. Such permission shall not be unreasonably withheld.

When attending an out of district requalification the active member must supply evidence of current membership to the Assessor in charge of the assessment. This may be in the form of a Club supplied membership card or a Surfguard print out showing current membership. When giving permission for an out of district proficiency, the home Club will generate an assessment request (Form 14) through Surfguard and send it to the assessment with the member.

STATE PROFICIENCY

The 2011 state proficiency will be held at Life Saving Victoria, 200 The Boulevard, Port Melbourne. Starting time will be 5pm on Wednesday the 14 December 2011. Members will be able to register for this assessment prior to attendance, and will be able to participate in requalification assessments in core awards as advertised. This is the only exception to the rule for out of district assessments where no permission is required to attend.

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

ATTIRE AT PROFICIENCIES

In general candidates should dress in such a way that they are comfortable and are able to complete the required tasks in a safe and competent manner. It should be noted that LSV does not stipulate any mandatory requirements for attire at proficiencies.

SPECIFIC PROFICIENCY REQUIREMENTS

The tables below outline the proficiency requirements for each award. Further details regarding proficiency assessments follow each table.

BRONZE MEDALLION

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<ul style="list-style-type: none">• Hold a Certificate II in Public Safety (Aquatic Rescue)• Signals – 10 correct• 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• 1 and 2 person CPR on a manikin (adult or child or infant), including O₂ supplemented CPR *• Theory assessment paper• Defibrillation awareness• Radio• IRB awareness	Every Year

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 the “In Depth” Certificate II Proficiency Workbook. This workbook is available from LSV.

SIGNALS

Candidates must demonstrate 10 signals chosen at the assessor’s discretion. This must include ‘Assistance Required’ and ‘Return to Shore’.

RUN SWIM RUN

Run and swim distances for the Bronze Medallion:

- 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 or less. Water conditions on the day should be taken into consideration.

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 assessor’s discretion including the possibility of a patient assessment on the beach.

PATIENT ASSESSMENT

A patient assessment on a live patient and demonstration of lateral position must be completed.

CPR ON A MANIKIN

CPR (adult or child or infant) on a manikin must include resuscitation and the use of a mask and oxygen.

* **Note:** As from June 1 2011, all CPR is to be conducted according to the new CPR protocols, and this should be reflected in all proficiencies that include CPR. Refer to circular 62/2010-2011, "Changes to CPR following Australian Resuscitation Council Guideline changes" dated 24 Feb 2011 for more information. National resources have been updated to reflect the new protocols, and these should be referred to, including:

- National CPR poster
- Public Safety and Aquatic Rescue Manual 33rd edition. All manuals sold after 1 June 2011 will include an insert with updated information. This insert can also be downloaded as a separate pdf from www.slsa.com.au.
- First Aid Training Manual 2nd edition (reprinted in May 2011)

THEORY ASSESSMENT PAPER

Candidates must achieve 100% on the (20) twenty question, open book, multiple choice theory assessment issued by LSV (A copy is included in this handbook for reference).

DEFIBRILLATION AWARENESS

Candidates must demonstrate the application of pads and safety awareness during a resuscitation scenario.

RADIO

Three questions on the use of radio's must be put to each candidate. This may include pre operation checks; knowledge of local operating channels and uses; operating procedures; call signs; rescue techniques etc.

IRB AWARENESS

Each candidate should be provided with the up skill information prior to, or at the start of the assessment.

Three questions related to safety around IRBs and assisting in the removal of patients from an IRB must be put to each candidate

Each candidate will be required to demonstrate lifting & carrying an IRB, launching & retrieving an IRB from the water and carrying a patient from the IRB.

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT Assessor (Bronze Medallion) who has attended a district IRB up skill session

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<ul style="list-style-type: none"> • Signals – 10 correct • 100m Run – 100m Swim – 100m Run (5 minutes or less) • Board or tube rescue (flippers optional) • A patient assessment on a live patient and demonstration of lateral position • CPR on a manikin (adult or child or infant) • Theory Assessment Paper 	<p>Every Year</p>

SIGNALS

Candidates must demonstrate 10 signals chosen at the Assessor’s discretion including ‘Assistance Required’ and ‘Return to Shore’.

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
- 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 or less, though water conditions on the day should be taken into consideration.

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 Assessor’s discretion. The Assessor may request a patient assessment on the beach.

PATIENT ASSESSMENT

A patient assessment on a live patient and demonstration of lateral position must be completed.

CPR ON A MANIKIN

CPR (adult or child or infant) on a manikin. This must include resuscitation with the use of a mask and oxygen.

THEORY ASSESSMENT PAPER

Candidates must achieve 100% on the fifteen (15) question open book, multiple choice theory assessment issued by LSV. (A copy is included in this handbook for reference)

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT Assessor (Bronze Medallion)

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<ul style="list-style-type: none"> • A patient assessment on a live patient and demonstration of lateral position • CPR on a manikin (adult or child or infant), including resuscitation methods using a mask • Oxygen Equipment operation (during CPR on a manikin) • Use of Oropharyngeal Airway • Defibrillation – knowledge, skill and safety precautions simulated use on a manikin • Suction – use of hand held device for fluid removal 	<p>Every Year</p>

PATIENT ASSESSMENT

A patient assessment on a live patient and demonstration of lateral position must be completed.

CPR ON A MANIKIN

CPR (adult or child or infant) on a manikin. This must include resuscitation and the use of a mask and oxygen.

OXYGEN EQUIPMENT OPERATION

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

OROPHARYNGEAL AIRWAYS

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

DEFIBRILLATION

Demonstration of knowledge and skill and the safety precautions associated with the use of a defibrillator. Simulated use of a defibrillator on a manikin as part of a resuscitation scenario.

SUCTION

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

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

A member may complete their Resuscitation Certificate proficiency as part of their ARTC proficiency, if not already assessed in another award.

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT Assessor (ART)

RESUSCITATION (CPR) CERTIFICATE

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<ul style="list-style-type: none">• A patient assessment on a live patient and demonstration of lateral position• 1 and 2 person CPR on a manikin (adult or child or infant), including resuscitation methods using a mask	Every Year

PATIENT ASSESSMENT

A patient assessment on a live patient and demonstration of lateral position must be completed.

CPR ON A MANIKIN

CPR (adult or child or infant) on a manikin. Must include resuscitation and the use of a mask and oxygen.

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT: Assessor (Bronze Medallion, Resuscitation, First Aid, ART)

SENIOR FIRST AID CERTIFICATE

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<ul style="list-style-type: none">• Maintain current CPR Certification throughout three year period• Complete approved Senior First-Aid Course or update every three years	Every Three Years

MAINTAIN CURRENT CPR CERTIFICATION

CPR currency may be maintained through completing new awards or proficiencies for the Bronze Medallion, Advanced Resuscitation techniques Certificate or Resuscitation (CPR) Certificate.

COMPLETE APPROVED SENIOR FIRST AID COURSE OR UPDATE EVERY THREE YEARS

An approved full or update course must be completed every three years. Approved courses include the SLSA Apply (Senior) First Aid Certificate, RLSSA Senior First Aid Certificate, St. John and Red Cross Senior First Aid /Level 2 Courses. To check whether other courses are approved please contact the Life Saving Victoria Office.

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT Assessor (First Aid)

SPINAL MANAGEMENT CERTIFICATE

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<ul style="list-style-type: none">• Demonstrating placing a patient on a spinal board in a surf environment and on land<ul style="list-style-type: none">▪ This may require multiple scenarios to enable each person to demonstrate competency• Application of a cervical collar on a patient. This may occur during the above scenarios clearly identifying how to correctly measure and apply a cervical collar	Every Year

APPLY A SPINAL COLLAR

Each candidate must correctly size and apply a spinal collar. Where a candidate is the lead in a spinal scenario they do not need to apply a collar as a separate activity.

PARTICIPATE IN A SPINAL SCENARIO

Each candidate must play a significant role in the managing of a patient with a suspected spinal injury. This includes placing a patient on a spinal board in both a surf environment and on land. The assessor must be confident that each candidate participating in the scenario has demonstrated a current understanding of spinal management and is not “riding on the back” of other participants. It is encouraged that where an assessor is unsure, they ask the candidate to take the lead in another scenario.

Note: The use of head blocks is no longer part of SLS spinal protocols and will no longer be included in assessment or proficiencies for this award.

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT: Assessor (Spinal Management), Facilitator (Spinal Management)

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<p>Please note, logbook requals are not available this year.</p> <p>The SLSA Lifesaving Standing Committee has agreed that for the 2011/12 season all crewperson and drivers must demonstrate skills in a “one off” proficiency test conducted by an IRB Assessor.</p> <ul style="list-style-type: none"> • Hold Current Bronze Medallion • Theory Assessment Paper • Practical Demonstration 	Every Year

HOLD CURRENT BRONZE MEDALLION

Candidates must hold a current Bronze Medallion for this award to remain current. The requirements of the Bronze Medallion Proficiency Assessment are set out earlier in this document.

THEORY ASSESSMENT PAPER

Candidates must achieve 100% on the five (5) question open book multiple choice & short answer theory assessment issued by LSV (A copy is included in this handbook for reference).

PRACTICAL ASSESSMENT

IRB crew must complete an in-depth proficiency by completing the following:

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

1. Correct set-up of an IRB	2. Safe manual handling techniques
3. Safe and correct boarding and launching of an IRB	4. Negotiate conditions safely
5. Use and respond to IRB signals	6. Communication effectively with driver
7. Perform rescue adequately	8. Safely beach IRB
9. Understand search & rescue operations	

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT: Assessor (IRB).

SILVER MEDALLION (IRB DRIVER) AND RWC OPERATOR CERTIFICATE

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<p>Please note, logbook requals are not available this year.</p> <p>The SLSA Lifesaving Standing Committee has agreed that for the 2011/12 season all crewperson and drivers must demonstrate skills in a “one off” proficiency test conducted by an IRB Assessor.</p> <ul style="list-style-type: none">• Hold current Bronze Medallion• Hold current IRB Crew Certificate (IRB Driver only)• Present current Recreational Boating License• Theory Assessment Paper• Practical Assessment as an IRB/RWC Driver <ul style="list-style-type: none">• RWC operators must be able to reboard the craft from deep water	Every Year

HOLD CURRENT BRONZE MEDALLION

Candidates must hold a current Bronze Medallion for this award to remain current. The requirements of the Bronze Medallion Proficiency Assessment are set out earlier in this document.

HOLD CURRENT IRB CREW CERTIFICATE (IRB DRIVERS ONLY)

Candidates must hold a current IRB Crew Certificate for this award to remain current.

PRESENT CURRENT RECREATIONAL BOATING LICENCE

Candidates must have their current Recreational Boating Licence sighted by and signed off by an Assessor.

THEORY ASSESSMENT PAPER

Candidates must achieve 100% on the ten (10) question open book, multiple choice & short answer theory assessment issued by LSV. This 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).

SUBMISSION OF PERSONAL LOG OR PRACTICAL ASSESSMENT

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

1. Correct set-up of an IRB	2. Safe manual handling techniques
3. Safe and correct boarding and launching of an IRB	4. Negotiate conditions safely
5. Use and respond to IRB signals	6. Communication effectively with driver/crew
7. Perform rescue adequately	8. Safely beach IRB
9. Understand search & rescue operations	10. Turn IRB effectively (left, right & figure 8)
11. Parallel run	12. Solo driving

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT: Assessor (IRB)

RADIO OPERATOR'S CERTIFICATE

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
For those who hold the stand alone Radio Operators Certificate (ie who do not have their BM/CERTII) three questions on the use of radio must be asked to each candidate. These may include pre operation checks, knowledge of local operating channels and uses; operating procedures, call signs, rescue techniques etc at the assessors' discretion. For those who use this award as part of their operation within LSVComms/SurfCom, additional assessment may be included at a local level.	Every Year

THEORY ASSESSMENT PAPER

LSV has provided ten (10) sample questions that assessors may use to assist in asking these questions. (A copy has been included in this handbook for reference.)

SILVER MEDALLION (BASIC BEACH MANAGEMENT)

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
No Proficiency assessment is required for holders of the Silver Medallion (Basic Beach Management), though members should ensure they keep up to date with changes to Club and state policies and procedures. Proficiency in prerequisites for the awards to remain current.	Nil

GOLD MEDALLION (ADVANCED LIFESAVING CERTIFICATE)

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<ul style="list-style-type: none">• Signals – 10 correct• Pool Swim – 800 metres in 14 minutes or less in a swimming pool of not less than 25 metres• 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• One person drag and lay• A patient assessment on a live patient including demo of lateral position• CPR on a manikin• Oxygen Equipment Operation (During CPR on a Manikin)• Use of Oropharyngeal Airway• Hold a Certificate II in Public Safety (Aquatic Rescue)• Hold a Current Senior First Aid Certificate• Hold a Current Spinal Management Certificate• Hold a Current ARTC• Hold a Current Silver Medallion (Basic Beach Management)• IRB Awareness	Every Year

Note: The Gold Medallion proficiency requirements include the requirements for Advanced Resuscitation Techniques Certificate, Spinal Management and Bronze Medallion proficiencies. Please remember to raise appropriate Form 14's in Surfguard

POOL SWIM

Pool Swim – 800 metres in 14 minutes 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.

SIGNALS

Candidates must demonstrate 10 signals chosen at the assessor's discretion, but must include 'Assistance Required' and 'Return to Shore'.

400M SWIM – 800M RUN – 400M BOARD PADDLE – 800M RUN

Run distances and swim distances for the Gold Medallion:

- Are 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.

ONE PERSON DRAG AND LAY

A one person drag and lay must be demonstrated. This can be followed by the one person assessment.

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

A board and tube rescue of a conscious or unconscious patient must be completed. Type of rescue (conscious/unconscious) is at the Assessor's discretion.

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
2. Securing the patient
3. Returning to shore without losing the patient
4. Calling for assistance
5. Performing emergency care as required by the patient

PATIENT ASSESSMENT

A one person patient assessment on a live patient and demonstration of lateral position must be completed.

CPR ON A MANIKIN

CPR (adult or child or infant) on a manikin. This must include resuscitation and the use of a mask and oxygen.

OXYGEN EQUIPMENT OPERATION

Set up and simulated use of an airbag and mask during resuscitation on a manikin.

OROPHARYNGEAL AIRWAYS

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

THEORY ASSESSMENT PAPER

Candidates must achieve 100% on the forty (40) question open book, multiple choice & short answer theory assessment issued by LSV (A copy is included in this handbook for reference).

IRB AWARENESS

Three questions related to safety around IRBs and assisting in the removal of patients from an IRB must be put to each candidate.

HOLD OTHER AWARD

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 the "In Depth" Certificate II Proficiency Workbook. This workbook is available from LSV or from District Officers.

Candidates must hold Senior First Aid, Spinal Management, ART, Silver Medallion IRB Driver and Silver Medallion Basic Beach Management.

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

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT Assessor (Bronze Medallion) with a Gold Medallion endorsement from the Director of Training and Assessment. Endorsements are made yearly.

ASSESSOR QUALIFICATIONS

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<ul style="list-style-type: none">• Attend the State Lifesaving Conference / Regional Forum / District Meeting OR Participate in an in-service session with the local District Officer or their nominated representative OR• Attend another appropriate workshop or professional development event	Every Year

COMPLETE AND SUBMIT CURRENT SEASON REGISTRATION FORM/ASSESSOR INDUCTION PACKS

Assessors who have not previously done so must complete, sign and return their Trainer/Assessor Profile, Induction Checklist and Sample Signature form.

ATTEND THE STATE CONFERENCE/REGIONAL FORUM OR COMPLETE AND IN-SERVICE

Attend the State Conference or Regional Forum and participate in discipline specific sessions. Assessors who were unable to attend the session must participate in an in-service session with their District Officer. When the District Officer is not available or not qualified in that discipline, the District Officers will designate a representative. If alternate relevant workshops or professional development activities have been completed in the last 12 months, the details should be forwarded to the State Office.

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT: District Officers or their appointed representative

ATV OPERATORS

Proficiency Assessment Requirements	Frequency of Proficiency Assessment
<ul style="list-style-type: none">• Pre and post-operational safety check• Personal protective equipment• Driving assessment with oral questioning on safety precautions• Current, valid driver's license	Every Year

Award Holders must hold current Australian Drivers License and be currently proficient in one other Surf Life Saving award. A member who loses their driver's licence (whether through cancellation or suspension is considered to be non-proficient in this award. Once the member's state driver's licence is re-instated then they are required to resit the ATV operator proficiency.

Clubs should also conduct a proficiency check consisting of:

- Pre/post operational checks
- Driving assessment with oral questioning on safety precautions etc

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

Copies of the Proficiency Cards, Open Book Proficiency Theory Assessments and the IRB Hours Declarations are supplied. These are available through your local District Officer or may be downloaded from the proficiency section of the LSV website www.lifesavingvictoria.com.au

RADIO OFFICERS CERTIFICATE

1. Briefly describe the main differences between a repeater (duplex) network and a simplex network;
2. When using Life Saving Victoria's radio network, the correct procedure to clear the channel when a patrol requires urgent assistance is;
3. What is the LSV Comms **Primary Emergency** telephone number?
4. In a rescue or emergency situation, Life Saving uses the "Four P's". List them and add a brief description for each.
5. Radio Communication Terminology : - SEND means;
6. On Pressing your button to transmit on your radio, the correct calling procedure is;
7. Radio Communication Terminology :- WILCO means;
8. When speaking on a radio, it should be held approximately?
9. After pressing the push to talk button on your radio, how long should you wait before you start speaking ?
10. What is your local repeater channel you should be using for radio communication to LSV COMMS ?



REQUALIFICATION CARD 10-11

SURNAME		GIVEN NAME S	
CLUB/GROUP		DOB	Membership STATUS

PLEASE NOTE: Bronze Medallion requires a complete Cert II Public Safety (Aquatic Rescue)

STATUS (Circle)	UNITS	ACTION REQUIRED
FULL CERT II	all 8	Confirm via Surfguard or printout
PART CERT II	7 out of 8	Assessment Paper 'Work Effectively in a Public Safety Organisation'
NO CERT II	0	Complete 'In Depth' Proficiency Paper

ACTIVITY	DATE	C/NYC	SIGNATURE
BRONZE MEDALLION / SURF RESCUE CERTIFICATE (Please circle award)			
SIGNALS			
RUN SWIM RUN			
BOARD or TUBE RESCUE			
THEORY TEST			

RESUSCITATION (Included In BM / SRC)			
ONE PERSON PATIENT ASSESSMENT			
CPR (1&2) OPERATION			
O ₂ THERAPY/ AIDED RESUSCITATION			
DEFIB OPERATION			

ADVANCED RESUSCITATION TECHNIQUES CERTIFICATE			
SUCTION			
OP AIRWAY			
O ₂ & AIRBAG			
DEFIB APPLICATION DURING CPR			
SAFETY CONSIDERATIONS EXPLAINED			

SPINAL MANAGEMENT CERTIFICATE			
APPLICATION OF SPINAL COLLAR			
SPINAL SCENARIO			

IRB CREW ONLY / IRB DRIVER & CREW (Please Circle)			
LOGBOOK COMPLETED			
THEORY ASSESSMENT			
PRACTICAL DEMONSTRATION			
VIC BOAT LICENSE	No	Yes	

**Proficiency) Theory Test 10-11
ANSWER SHEET
Medallion and Surf Rescue Certificate**

- C D Q11 A B C D
- C D Q12 A B C D
- C D Q13 A B C D
- C D Q14 A B C D
- C D Q15 A B C D
- C D Bronze Medallion only
- C D Q16 A B C D
- C D Q17 A B C D
- C D Q18 A B C D
- C D Q19 A B C D
- C D Q20 A B C D

IRB Crew and IRB Driver

Q5 A B C D

IRB Driver Only

Q6 A B C D

Q7 A B C D

Q8 A B C D

Q9 A B C D

Q10 A B C D

Q3 A B C D

Q4 _____



Life Saving Victoria
Bronze Medallion and Surf Rescue Certificate
Requal (Proficiency) Theory Paper – 2011/12

Surf Rescue Certificate Candidates must complete questions 1-15; Bronze Medallion Candidates must complete the entire paper.

Do not mark this paper, write all answers on the reverse side of your Requalification Card

This theory assessment is open book.

Candidates must answer **all** questions correctly to be deemed proficient.

All questions relate to information contained in the **33rd Edition Public Safety and Aquatic Rescue Training Manual** and/or **Bronze/SRC Learner Guide**

Please speak to your assessor if you believe that you may have a learning difficulty that affects your ability to answer these questions.

-
1. What does 'S' stand for in DRSABCD?
 - a. Start CPR
 - b. Stop people going near the patient
 - c. Send for help
 - d. See if the patient is conscious

 2. SLSA have outlined a number of strategic priorities, which of the following identifies one of those?
 - a. Preventing deaths and injuries in the water
 - b. Stand on the beach and look cool
 - c. Hang out with your friends and do what you like
 - d. Prevent people from having fun at the beach

 3. When performing CPR on a child, which of the following is correct?
 - a. use one hand
 - b. use one finger
 - c. use two fingers
 - d. use your foot

 4. What is the rate of CPR?
 - a. 30 compressions and 2 breaths 5 times a minute
 - b. 15 compressions and 2 breaths 5 time a minute
 - c. 5 compressions and 1 breath 5 times every two minutes
 - d. 30 compressions and 2 breaths 5 times every two minutes

 5. The International Life Saving Federation has identified 4 factors that lead to drowning, identify 1 of those factors:
 - a. People like to go to the beach
 - b. Lack of knowledge, disregard or misunderstanding of the hazard
 - c. People are well supervised
 - d. People understand the hazard

6. What should you do if a patient regurgitates during rescue breathing?
 - a. Ignore it and keep going
 - b. Roll patient on their side and check airways and breathing
 - c. Blow more air in to patient
 - d. Stop rescue breathing and just do CPR

7. Which one of the following are signs or symptoms of asthma?
 - a. chest tightness, persistent cough and wheezing
 - b. coughing, sneezing and a runny nose
 - c. Pain down one arm
 - d. All of the above

8. The Patrol time is the time you should be set up ready for action, if you are on patrol when should you arrive?
 - a. right on the start time
 - b. 5 minutes before the start time
 - c. 15-30 minutes before the start time
 - d. 15-30 minutes after the start time

9. When scanning the water there are 5 useful strategies. Which of the following are examples?
 - a. head counting
 - b. grouping
 - c. tracking
 - d. all of the above

10. What is the Chain of Survival in order?
 - a. Early CPR, Early Defibrillation, Early access, Early advanced life support
 - b. Early access, Early CPR, Early Defibrillation, Early advanced life support
 - c. Early CPR, Early advanced life support
 - d. Early Defibrillation, Early access, Early CPR, Early advanced life support

11. If a conscious casualty is choking and able to cough, you should?
 - a. Reassure the casualty and encourage them to keep coughing
 - b. Call 000 and administer up to 5 back blows
 - c. Call 000, sweep any solid material from the airway and commence CPR
 - d. Roll the casualty onto their side and wait for emergency services

12. When on patrol, which of the following are methods of communication used by lifesavers?
 - a. radios
 - b. signal flags
 - c. body language
 - d. all of the above

13. During patrol you identify a hazard in the patrolling area, who do you report it to?
 - a. Your friends
 - b. Your patrol captain
 - c. No one, just hope it will go away
 - d. The local store

14. What is the treatment for blue ringed octopus bite?
 - a. Pressure Immobilisation Technique and CPR if required
 - b. Cold Packs / Wrapped Ice and CPR if required
 - c. Salt Water
 - d. Hot water


15. Which of the following needs to be sent to hospital as soon as possible?
 - a. Any patient who has lost consciousness
 - b. Any patient who has a persistent cough or an abnormal colour
 - c. Any person who has required either initial rescue breathing or CPR
 - d. All of the above

Questions 16-20 need to be completed by Bronze Medallion holders only.

16. After pressing the push to talk button on your radio, what is the recommended time you should wait before you speak
- None – start talking as soon as you have pressed the button
 - Less than 1 second
 - 1-2 seconds
 - 3-4 seconds
17. At what stage during an incident or rescue should LSV Comms be notified?
- Once the incident or rescue is completed and all the details have been collected
 - As the patrol recognises the incident or rescue and starts responding, or as soon as practically possible
 - LSV Communications only needs to be notified if assistance is required
 - All details of the incidents are reported during sign off
18. Lifting and transporting a laden IRB requires:
- A minimum of 2 people and transported on a trailer by an all terrain vehicle (ATV) to and from the beach
 - A minimum of four people and transported on a trailer by and ATV to and from the beach
 - A minimum of two people and transported on a trolley to and from the IRB
 - Nothing, it is to be left for the next patrol
19. BM holders must only assist in the IRB:
- Under the supervision of the Patrol captain
 - Under the supervision of the IRB Driver
 - Under the supervision of the Water Police
 - Under the supervision of the Chief instructor
20. Fuel cans must be stored:
- in the first aid cupboard
 - on the beach
 - in flame proof cupboard
 - in the IRB driver's car

GOLD MEDALLION

GOLD MEDALLION REQUALIFICATION CARD 10-11



SURNAME		GIVEN NAME S	
CLUB/GROUP		DOB	MEMBERSHIP CLASSIFICATION

Activity	Signature	Date	C/IN/C
GOLD MEDALLION			
POOL SWIM			
Evidence of Current Basic Beach Management			
SIGNALS			
SWIM - RUN - BOARD - RUN			
BOARD (200m) and TUBE(100m) RESCUE			
One Person Drag & Lay			
THEORY			
ALL BRONZE MEDALLION HOLDERS MUST ALSO HOLD A CERTIFICATE III IN PUBLIC SAFETY (AQUATIC RESCUE). One of the options below must be completed			
Circle one	Candidate holds Cert II In Public Safety Confirmed via Surfguard or printout or Cert II workbook presented to assessor or Assessment Only Paper – Work Effectively in a Public Safety Organisation or 'In-Depth' proficiency completed		
RESUSCITATION			
ONE PERSON PATIENT ASSESSMENT			
CPR (1) OPERATOR			
CPR (2) OPERATOR			
Evidence of Current Senior First Aid			
ADVANCED RESUSCITATION CERTIFICATE (ARTC)			
SUCTION			
OP AIRWAY			
OC & AIRBAG			
DEFIB APPLICATION DURING CPR			
SAFETY CONSIDERATIONS EXPLAINED			
SPINAL MANAGEMENT CERTIFICATE			
APPLICATION OF SPINAL COLLAR			
SPINAL SCENARIO			
(Please Circle) IRB CREW ONLY / IRB			
Logbook presented/Prac Demo Complete			
Vic Rec Boat License Sighted	Number		EX
Theory Assessment			

This card shall be completed and returned to the assessor for assessment for award processing (**) IRB

**Proficiency Theory Test Answer Sheet
Gold Medallion**

- | | | | |
|-------------|-------------|-------------|-------------|
| Q1 A B C D | Q12 A B C D | Q23 A B C D | Q34 A B C D |
| Q2 A B C D | Q13 A B C D | Q24 A B C D | Q35 A B C D |
| Q3 A B C D | Q14 A B C D | Q25 A B C D | Q36 A B C D |
| Q4 A B C D | Q15 A B C D | Q26 A B C D | Q37 A B C D |
| Q5 A B C D | Q16 A B C D | Q27 A B C D | Q38 A B C D |
| Q6 A B C D | Q17 A B C D | Q28 A B C D | Q39 A B C D |
| Q7 A B C D | Q18 A B C D | Q29 A B C D | Q40 A B C D |
| Q8 A B C D | Q19 A B C D | Q30 A B C D | |
| Q9 A B C D | Q20 A B C D | Q31 A B C D | |
| Q10 A B C D | Q21 A B C D | Q32 A B C D | |
| Q11 A B C D | Q22 A B C D | Q33 A B C D | |

IRB Crew and IRB Driver

- | | |
|-----------------|-----------|
| Q1 A B C D | Q8 _____ |
| Q2 _____ | _____ |
| _____ | _____ |
| _____ | Q9 _____ |
| Q3 A B C D | _____ |
| Q4 _____ | _____ |
| _____ | Q10 _____ |
| _____ | _____ |
| Q5 A B C D | _____ |
| IRB Driver Only | |
| Q6 _____ | |
| _____ | |
| _____ | |
| Q7 A B C D | |



Life Saving Victoria

Gold Medallion

Proficiency Theory Paper – 2011/12

This is a question paper only

Do not mark this paper; write all answers on the Answer sheet

Please return this paper to the Assessor at the end of the examination together with your completed answer sheet.

Read each question carefully before indicating your answer on the answer sheet.

This theory paper is open book The pass mark for this exam is 100%.

All questions relate to information contained in the 33rd Edition Public Safety and Aquatic Rescue Training Manual (PSAR) and Australian Lifesaving Academy First Aid Training Manual (Second Edition) (FA).

Please speak to your assessor if you believe that you may have a learning difficulty that affects your ability to answer these questions.

1. All members have responsibilities to ensure an inclusive and supportive environment that promotes diversity under the Member Safety and Wellbeing policy. Which of the following are responsibilities of members under the policy?
 - a. Showing respect to other members;
 - b. Keeping themselves safe;
 - c. Co-operating in providing a discrimination, child abuse and harassment free SLSA environment
 - d. All of the above
2. What does 'S' stand for in DRSABCD?
 - a. Start CPR
 - b. Stop people going near the patient
 - c. Send for help
 - d. See if the patient is conscious
3. What is the rate of CPR?
 - a. 30 compressions and 2 breaths 5 times a minute
 - b. 15 compressions and 2 breaths 5 time a minute
 - c. 5 compressions and 1 breath 5 times every two minutes
 - d. 30 compressions and 2 breaths 5 times every two minutes
4. What should you do if a patient regurgitates during rescue breathing?
 - a. Ignore it and keep going
 - b. Roll patient on their side and check airways and breathing
 - c. Blow more air in to patient
 - d. Stop rescue breathing and just do CPR
5. When should you stop performing CPR?
 - a. When the patient recovers
 - b. When someone takes over or they are taken into care by a medical professional
 - c. Until the rescuer cannot physically continue
 - d. All of the above

6. When performing CPR on a pregnant woman it is necessary to adjust the woman's position to which of the following?
 - a. The lateral position
 - b. Supine with both legs raised
 - c. Supine with left lateral tilt achieved by placing padding under her right buttock
 - d. Supine with left lateral tilt achieved by placing padding under her left buttock

7. When using an OP airway, which of the following is true?
 - a. OP airways can be inserted into any patient
 - b. OP airways are only used on deeply unconscious patients
 - c. OP airways should not be used when there is a large amount of vomit
 - d. Both b and c

8. What is the purpose of OP airways?
 - a. It is more reliable and it is used to replace other airway management strategies
 - b. It is a tool to assist in the management of a patient's airways
 - c. It stops the patient from regurgitating
 - d. It helps the patient breath on their own

9. In lifesaving, can we use a defibrillator on children?
 - a. No
 - b. Yes if the child is over the age of 5
 - c. Yes if the child is over 5 and the joules delivered by the defib have been adjusted for the appropriate age
 - d. Yes if the child is one or over and if possible the joules setting has been reduced otherwise the adult setting is used.

10. A casualty recovers after receiving CPR and defibrillation, what happens with the defibrillation pads?
 - a. The defib pads are removed and the defib unit is packed up
 - b. The defib pads are removed and new ones placed on the patient
 - c. The defib pads are left on the patient just in case the patient deteriorates
 - d. The defib pads are removed and given to the ambulance officers when they arrive

11. When using a defibrillator there are a number of safety measures. Which of the following demonstrates measures to be considered:
 - a. Patient must be unresponsive and not breathing, the patient must be in a dry stable environment and no one should touch the patient while administering shock
 - b. The patient must be at the water's edge when delivering a shock
 - c. The patient must be conscious and breathing
 - d. The patient can wear wet clothing over chest area and pads can be placed underneath.

12. When conducting a head to toe examination of a casualty, what is the order of assessment?
 - a. Head, collarbones, abdomen, neck, chest, pelvis, legs, arms, feet, hands
 - b. Neck, Head, chest, pelvis, abdomen, arms, legs, back
 - c. Head, neck, collarbones, chest, abdomen, pelvis, legs and feet, arms, back
 - d. Abdomen, chest, collarbone, neck, head, pelvis, legs and feet, arms

13. What are some of the major causes of shock?
 - a. Allergic reactions
 - b. Blood loss
 - c. Spinal injuries
 - d. All of the above

14. What is the medical definition of shock?
 - a. When someone gets a surprise
 - b. When there is insufficient blood being circulated around the body
 - c. When someone sees something they don't like the look of
 - d. When there is too much blood being circulated around the body

15. What are some of the signs and symptoms of shock?
 - a. Pale, cold, sweaty skin
 - b. Warm, pink and dry skin
 - c. Rapid breathing
 - d. Both a and c

16. SLSA have outlined a number of strategic priorities, which of the following identifies one of those?
 - a. Preventing deaths and injuries in the water
 - b. Stand on the beach and look cool
 - c. Hang out with your friends and do what you like
 - d. Prevent people from having fun at the beach

17. The International Life Saving Federation has identified 4 factors that lead to drowning, identify 1 of those factors:
 - a. People like to go to the beach
 - b. Lack of knowledge, disregard or misunderstanding of the hazard
 - c. People are well supervised
 - d. People understand the hazard

18. In lifesaving there are 4 important concepts that we should use in our practice, what are they in order?
 - a. Prevention, Rescue, Recognise, Recover
 - b. Prevention, Recognition, Rescue, Recovery
 - c. Recover, Rescue, Prevent, Recognise
 - d. Recognise, Rescue, Recover, Prevent

19. A patient who is drowning shows different signs to one who is distressed and can be more difficult to recognise. Which of the following might you see from someone who is drowning?
 - a. Vigorous arm movements either to the sides or in front in an effort to keep their head above the surface
 - b. Head tilted back, face toward shore and non-supportive leg action
 - c. Someone calling for help and trying to swim to safety
 - d. Both a and b

20. When watching your beach, which of the following are considered to be high risk groups that need to be watched with special attention?
 - a. Age extremities (very old and very young)
 - b. Overweight people
 - c. Recent Immigrants and tourists
 - d. All of the above

21. A mass rescue is when more than one person requires help at the same time and at the same location. Which of the following could lead to a mass rescue?
 - a. A flash rip current occurs
 - b. Swimmers get out of the water for a rest
 - c. When swimmers are suddenly washed off a sandbank into deep water
 - d. Both a and c

22. After being involved in an emergency incident, it is possible for you to suffer critical incident stress. What are some possible signs and symptoms?
- Distressing dreams
 - Sleeping difficulties
 - Irritability or outbursts of anger
 - All of the above
23. If you recognise the signs of operational stress in yourself or a fellow club member you should:
- Head to the pub for a couple of beers to relax
 - Seek support from peers and report the signs and symptoms to your patrol captain or senior club official
 - Don't tell anyone as you or your fellow club members will no longer be allowed to patrol
 - Tell everyone so that they can be nice to them
24. You have called your Base Station and been requested to "Stand by". Do you?
- Turn the radio off
 - Call your Patrol Captain/Lifeguard Supervisor
 - Retransmit your message
 - Wait until advised to proceed
25. The treatment of a major fracture to a limb includes:
- Immobilising the injured limb in as natural a position as possible
 - A compression bandage layered away from the heart over the site to restrict swelling
 - Always splinting to another limb
 - Elevation of the limb and giving pain relieving medication
26. The four "Ps" used during communication in an emergency situation are:
- Position, people, progress, particulars
 - Particulars, problem, people, progress
 - Position, problem, people, progress
 - Particulars, position, people, problem
27. If you find an unconscious patient with a suspected spinal injury you should:
- Place patient on back, manage head tilt and jaw lift
 - Roll patient onto their side and administer oxygen
 - Roll patient onto side and administer DRSABCD
 - Leave patient in position they are found unless movement is required, monitored and medical aid sought
28. Before you sign off to LSV Comms. you should:
- Make sure you have all the sign off information as required
 - Guess how many preventative actions you have had then halve it for the number of rescues
 - Ring LSV Comms. to see if they are ready to sign off
 - Check that the IRB is operational
29. You need to contact LSV Comms. with the appropriate details:
- After completing a rescue
 - Following a minor first aid
 - After a major first aid
 - Both a and c

30. If a patient has been stung by a bee, treatment of the patient would include:
- Apply a cold compress over the affected area
 - Remove the sting, apply a cold compress and re-assure the patient
 - Rest and apply a pressure immobilisation bandage
 - Remove the sting if possible and bathe with hot water
31. What is the treatment for a soft tissue injury?
- Rest, ice, compression, elevation, referral
 - Heat and gentle stretching
 - Light exercise and compression
 - Pain relief and medical attention
32. While waiting for assistance, treatment for a patient suffering heat exhaustion is:
- Resting them in a cool shaded place
 - Provide sips of cool water
 - Cool the victim's body
 - All of the above
33. When using the air bag oxygen resuscitator with air bag and either operator is unhappy with its functioning you should:
- Use more force compressing the airbag
 - Change to rescue breathing until the equipment is functioning properly
 - Stop resuscitation and wait for medical aid
 - Turn the patient into the lateral position and check the airbag
34. Oxygen therapy should be administered to an unconsciousness breathing patient in:
- The lateral position
 - On the patients back
 - The most comfortable position
 - The patients head raised slightly
35. Blood escaping from an artery:
- Oozes from the wound
 - Flows from the wound at a steady rate
 - Spurts from the wound with each contraction of the heart
 - Is likely to stop bleeding of its own accord
36. Triage is defined as:
- Organising personnel and equipment to handle an emergency
 - Organising medical assistance by having an ambulance at the scene to transport the patient
 - Organising a defibrillator to be used in conjunction with oxygen and CPR
 - Sorting casualties in an order of priority on the basis of injury or illness
37. Which of the following needs to be sent to hospital as soon as possible?
- Any patient who has lost consciousness
 - Any patient who has a persistent cough or an abnormal colour
 - Any person who has required either initial rescue breathing or CPR
 - All of the above

38. Lifting and transporting a laden IRB requires:
- A minimum of 2 people and transported on a trailer by an all terrain vehicle (ATV) to and from the beach
 - A minimum of four people and transported on a trailer by and ATV to and from the beach
 - A minimum of two people and transported on a trolley to and from the IRB
 - Nothing, it is to be leave for the next patrol
39. Fuel cans must be stored:
- In the first aid cupboard
 - On the beach
 - In flame proof cupboard
 - In the IRB driver's car
40. When removing a patient from an IRB, the IRB crew and driver will lift the patient onto the pontoon at which point an additional patrol member can assist by:
- Grasping the patient under the armpits with one hand applying pistol grip to the patients jaw line.
 - Taking photographs
 - Pushing the IRB back into water
 - Awaiting instructions from LSV comm

PLEASE HAND THIS PAPER TO THE ASSESSOR, AS YOU LEAVE THE ASSESSMENT



This Proficiency Theory Assessment Paper is to be used by both IRB Crew and IRB Drivers.

**IRB Crew Candidates must complete questions 1-5
IRB Driver Candidates must complete the entire paper**

Do not mark this paper; write all answers on the reverse side of your Requalification Card.

This theory paper is open book.

Please speak to your assessor if you believe that you may have a learning difficulty that affects your ability to answer these questions.

- Q.1 When do you wear a PFD in an IRB?
- a) Never
 - b) When it is cold
 - c) When out of view of a manned Life Saving Facility or as per Club policy
 - d) When you hear the emergency evacuation alarm
- Q.2 Where is your right leg when using the lock in position?
- a) Straight in the foot strap
 - b) Bent under the spray dodger
 - c) Next to your left leg
 - d) Where ever it's comfortable
- Q.3 Where would you locate the roll over rope on the IRB?
- a) On the bow near the d-ring
 - b) On the starboard pontoon
 - c) With the rescue tube
 - d) On the port pontoon towards the rear reflector tape
- Q.4 What are the recommended minimum numbers of people required to lift the following:
- a) Unladen IRB; _____
 - b) Fully laden IRB; _____
 - c) Outboard motor; _____
 - d) Fuel tanks; _____
- Q.5 Which waves do you use the lock in position on?
- a) Surging
 - b) Breaking
 - c) Plunging
 - d) All of the above

IRB Crew candidates stop here

- Q.6 What are the two points on the IRB to which you are allowed to attach the tow rope?
- a) Front carry handle or bow handle
 - b) Front carry handle or Transom eyelets
 - c) Transom eyelets or Crew persons bow rope handle
 - d) Crew persons bow rope handle or side carry handle

- Q.7 What pressure do you pump up the IRB?
- a) 2 psi
 - b) 50 psi
 - c) 5 psi
 - d) As per the manufactures specifications
- Q.8 LSV Comms must be notified of IRB operations prior to the commencement of all;
- a) Routine patrols
 - b) Search and rescue operations
 - c) Water safety
 - d) All of the above
- Q.9 When searching an area with no inshore drift current and the conditions are calm, what internationally recognised search pattern would be appropriate to use?
- a) Square
 - b) Creeping
 - c) Zig Zag
 - d) Triangulate
- Q.10 How do we treat Hypothermia in an IRB
- a) Given a warm meal
 - b) Held by the crew person in the “cuddle position”
 - c) Give a glass of brandy
 - d) Rub their feet and arms to warm

FREQUENTLY ASKED QUESTIONS (FAQ)

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

A: There may be several reasons:

- The member does not hold the prerequisites required to obtain the proficiency being raised. An example maybe, a current Bronze is required before an IRB Crew certificate can be raised.
 - Silver Medallion IRB Driver, the member would need to have entered their Marine License details into SurfGuard
 - The member is already in an assessment for the proficiency.
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Q: Why haven't I received a medal/certificate for my Proficiency Award?

A: Medals and Certificates are not issued when a proficiency qualification has been processed. If validation of a current award is required, contact LSV to request an endorsed letter for your qualification.

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

A: Once the completed paperwork is received at LSV then processing of the proficiency will occur no longer than 21 days past the received date.

Q: Can I view my SLSA Assessments online?

A: Each SLSA club member can view there awards at anytime. To access your award details register online at <http://www.lifesavingonline.com.au>

CLUB

1. Club – once a date has been selected to run a proficiency:
 - a. Advise District Officer (by phone or email) of the intended assessment details including:
 - i. Time of assessment
 - ii. Date of assessment
 - iii. Place of assessment
 - iv. Numbers anticipated at assessment
 - v. Type of proficiency assessment
2. Create Form 14 either before assessment or on date of proficiency (NEVER IN DAYS FOLLOWING ASSESSMENT)
3. 'Submit' Form 14 in Surfguard.
4. After assessment completed receive a copy of the completed and signed Form 14 from Assessor.
5. Receive evidence (proficiency cards) from assessor
6. Process assessment results in Surfguard
7. Retain evidence from proficiency and file with club copy of form 14 at the club where the assessment was completed.

ASSESSOR

1. Receive 3 copies of Form 14 raised by the club for the proficiency that you are assessing.
2. After assessment, complete the competencies by validating and signing all three Form 14s for the assessment you have conducted.
3. Hand one copy of completed Form 14 **AND** evidence (proficiency cards) from the assessment to the club.
4. Post or email one copy of completed Form 14 to LSV
5. Post or email one copy of completed Form 14 to DO

DISTRICT OFFICER

1. Acknowledge details of proficiency assessment details of clubs intended proficiency.
2. Ensure assessors and materials for assessment are available for the assessment.
3. 'Approve Candidates' on receipt of District Officer's copy of completed Form 14 which is validated and signed by Assessor.
4. File DO copy of Form 14.

STEP BY STEP

1. CLUB – once a date has been selected to run a proficiency:
 - a. Advise District Officer (by phone or email) of the intended assessment details including:
 - i. Time of assessment
 - ii. Date of assessment
 - iii. Place of assessment
 - iv. Numbers anticipated at assessment
 - v. Type of proficiency assessment
2. DISTRICT OFFICER -Acknowledge details of proficiency assessment details of clubs intended proficiency.
3. DISTRICT OFFICER -Ensure assessors and materials for assessment are available for the assessment.
4. CLUB - Create Form 14 either before assessment or on date of proficiency (NEVER IN DAYS FOLLOWING ASSESSMENT).
5. CLUB - 'Submit' Form 14 in Surfguard.
6. ASSESSOR - Receive 3 copies of Form 14 raised by the club for the proficiency that you are assessing.
7. ASSESSOR - After assessment, complete the competencies by validating and signing all three Form 14s for the assessment you have conducted.
8. ASSESSOR – Hand evidence (proficiency cards) to the CLUB.
9. ASSESSOR - Hand one copy of completed Form 14 **AND** evidence (proficiency cards) from the assessment to the CLUB.
10. ASSESSOR - Post or email one copy of completed Form 14 to LSV.
11. ASSESSOR - Post or email one copy of completed Form 14 to DO.
12. CLUB – 'Process' assessment results in Surfguard.
13. CLUB - Retain evidence from proficiency and file with club copy of form 14 at the club where the assessment was completed.
12. DISTRICT OFFICER - Approve Candidates' on receipt of District Officer's copy of completed Form 14 which is validated and signed by Assessor.
13. DISTRICT OFFICER - File DO copy of Form 14.
14. LSV – confirm assessment results correct entered in Surfguard and Archive.