

Life  
Saving  
Victoria



**SEASON 2009/2010**

# Proficiency Handbook

## **Life Saving Victoria – Proficiency Review Panel**

Thanks to the members listed below who contributed to the development of the Proficiency Handbook for this 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,

Andrew Doyle  
Director – Training & Assessment

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# 2009/2010 Proficiency Handbook

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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 remain current in. Proficiency tests are necessary to:

- ensure ongoing competency of members in their area of training and activities
- 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 it is also 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 Life Saving Victoria 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 a 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 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 immediate season prior, is not permitted to patrol or compete until such time as a proficiency check is completed successfully.

Members who are wishing to return to active lifesaving duties and already hold an award obtained previously can participate in an in-depth proficiency with a qualified Assessor. The 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 gaps(s) identified. For example – a member who obtained their Bronze Medallion when the use of oxygen therapy was not taught would have to be trained and assessed in this skill and knowledge.

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

#### Further Information

The National Board of Lifesaving in its review of proficiency tests has agreed that not all IRB personnel necessarily need to demonstrate skills in a “one off” proficiency test and that many may be seen as proficient via demonstration of competency during the operational activities.

Life Saving Victoria has endorsed the use of Personal Log Books as a means of allowing candidates to demonstrate their proficiency in driving or crewing the IRB. Candidates must have logged their hours which must be verifiable by checking against club powercraft logs or event water safety logs. A club endorsed summary of hours may be used instead of personal logbooks. Assessors may randomly check at least one in ten of the logbooks.

## **Proficiency Requirements for Competition**

To compete in the 2009/10, summer and winter seasons, all competitors must have completed and passed a proficiency test by 31 December, 2009. Under 15 Competitors must complete the appropriate proficiency test (Surf Rescue Certificate is not exempt).

Exemptions to this date can only be made upon written request at the discretion of the Director of Competition. Extensions will only be granted until January 31st 2010.

NOTE: For the purposes of recording proficiency information for competition, it is the club's responsibility to ensure that paperwork is completed and submitted to their District Officer by the 15th of January 2010. Completion of proficiency processing can be checked by the club through the use of the Surfguard system. Should a club's proficiencies not be processed by this date, the club must contact Life Saving Victoria. Failure to meet these requirements will render club members ineligible to compete. Exceptions to this will be at the discretion of the Director of Competition. For further information refer to SLSA Policy 5.4.

## **Out of District Proficiency**

In general an active member should complete his or her requal at a club in his or her home district. If circumstances dictate that an active member must complete a requal 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 requal, such permission shall not be unreasonably withheld.

When attending an out of district requal 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**

This year's state proficiency will be held at South Melbourne Life Saving Club, Beaconsfield Parade, Albert Park opposite Withers Street. Starting time will be 5pm on Wednesday the 23<sup>rd</sup> of December 2007. Members will be able register in this assessment prior to attendance and to participate in requals in core awards as advertised until the end of the assessment. This is the only exception to the rule for out of district assessments where no permission need be sought to attend.

All assessors are asked to support this initiative by attending and helping to assess. Christmas drinks and nibbles will be provided to those who help run the evening.

## **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 Life Saving Victoria does not stipulate any mandatory requirements for attire at proficiencies.

## Specific Proficiency Requirements

The Matrix below outlines the proficiency requirements of each award. For more detailed information about the proficiency assessments for each award see the detailed explanation that follows.

<b>Award</b>	<b>Proficiency Assessment Requirements</b>	<b>Frequency of Proficiency Assessment</b>
Bronze Medallion	<ul style="list-style-type: none"> <li>• <b>Hold a Certificate II in Public Safety (Aquatic Rescue) COMPULSORY</b></li> <li>• Signals – 10 correct</li> <li>• 200m Run – 200m Swim – 200m Run (8 minutes or less)</li> <li>• Board or Tube rescue (flippers optional)</li> <li>• A patient assessment on a live patient and demonstration of lateral position</li> <li>• 1 &amp; 2 Person CPR on a Manikin (adult or child or infant), including O<sub>2</sub> supplemented CPR</li> <li>• Theory Assessment Paper</li> </ul>	Every Year
Surf Rescue Certificate	<ul style="list-style-type: none"> <li>• Signals – 10 correct</li> <li>• 100m Run – 100m Swim – 100m Run (5 minutes or less)</li> <li>• Board or Tube rescue (flippers optional)</li> <li>• A patient assessment on a live patient and demonstration of lateral position</li> <li>• 1 &amp; 2 Person CPR on a Manikin (adult or child or infant),</li> <li>• Theory Assessment Paper</li> </ul>	Every Year
Advanced Resuscitation Certificate	<ul style="list-style-type: none"> <li>• A patient assessment on a live patient and demonstration of lateral position</li> <li>• 1 &amp; 2 Person CPR on a Manikin (adult or child or infant), including resuscitation methods using a mask</li> <li>• Oxygen Equipment Operation (During CPR on a Manikin)</li> <li>• Use of Oropharyngeal Airway</li> </ul>	Every Year
Resuscitation (CPR) Certificate	<ul style="list-style-type: none"> <li>• A patient assessment on a live patient and demonstration of lateral position</li> <li>• 1 &amp; 2 Person CPR on a Manikin (adult or child or infant), including resuscitation methods using a mask</li> </ul>	Every Year
Senior First Aid Certificate	<ul style="list-style-type: none"> <li>• (*)Maintain Current CPR Certification throughout three year period</li> <li>• Complete approved Senior First-Aid Course or Update every three years</li> </ul>	Every Three Years (*)
Defibrillation Certificate	<ul style="list-style-type: none"> <li>• A patient assessment on a live patient and demo of lateral position</li> <li>• 1 &amp; 2 Person CPR on a Manikin (adult or child or infant), including resuscitation methods using a mask</li> <li>• Apply and use a defibrillator during CPR on a manikin</li> <li>• Describe safety precautions associated with using a defibrillator</li> </ul>	Every Year
Spinal Management Certificate	<ul style="list-style-type: none"> <li>• Apply a Spinal Collar</li> <li>• Participate in spinal scenarios including demonstrating placement of a patient on a spinal board on land and in a surf environment</li> </ul>	Every Year
IRB Crew Certificate	<ul style="list-style-type: none"> <li>• Hold Current Bronze Medallion</li> <li>• Theory Assessment Paper</li> </ul> <p style="text-align: center;">AND EITHER</p> <ul style="list-style-type: none"> <li>• Submission of completed Personal IRB Log/Club Declaration with sufficient hours</li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>• Practical Assessment as an IRB Crew Person</li> </ul>	Every Year

Award	Proficiency Assessment Requirements	Frequency of Proficiency Assessment
Silver Medallion (IRB Driver)	<ul style="list-style-type: none"> <li>• Hold Current Bronze Medallion</li> <li>• Hold Current IRB Crew Certificate</li> <li>• Present Current Recreational Boating License</li> <li>• Theory Assessment Paper</li> <li style="text-align: center;">AND EITHER</li> <li>• Submission of completed Personal IRB Log/Club Declaration with sufficient hours</li> <li style="text-align: center;">OR</li> <li>• Practical Assessment as an IRB Driver</li> </ul>	Every Year
Radio Operator's Certificate	<ul style="list-style-type: none"> <li>• No Proficiency assessment is required for holders of the Radio Operators Certificate. Members should ensure they keep up to date with changes to club equipment and club and state radio procedures</li> </ul>	No Proficiency Check Required
Silver Medallion (Basic Beach Management)	<p>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.</p> <p>Proficiency in prerequisites for the awards to remain current.</p>	
Gold Medallion (Advanced Lifesaving Certificate)	<ul style="list-style-type: none"> <li>• Signals – 10 correct</li> <li>• Pool Swim – 800 metres in 14 minutes or less in a swimming pool of not less than 25 metres</li> <li>• Mission Test (400 Swim – 800m Run - 400m Board paddle – 800m Run) in 25 minutes or less</li> <li>• 200m Board Rescue</li> <li>• 100m Tube (flippers optional) Rescue</li> <li>• Complex rescue scenario as set by the assessor</li> <li>• One person drag and lay</li> <li>• A patient assessment on a live patient and demo of lateral position</li> <li>• 1 &amp; 2 Person CPR on a Manikin</li> <li>• Oxygen Equipment Operation (During CPR on a Manikin)</li> <li>• Use of Oropharyngeal Airway</li> <li>• Hold a Certificate II in Public Safety (Aquatic Rescue)</li> <li>• Hold Current Senior First Aid Certificate</li> <li>• Hold a Current Silver Medallion (Advanced Emergency Care)</li> <li>• Hold a current Silver Medallion (Basic Beach Management)</li> </ul>	Every Year
Assessor Qualifications	<ul style="list-style-type: none"> <li>• Attend the State Lifesaving Conference / Regional Forum / District Meeting</li> <li style="text-align: center;">OR</li> <li>• Participate in an In-service session with the local District Officer or their nominated representative</li> <li style="text-align: center;">OR</li> <li>• Attend another appropriate workshop or professional development event</li> </ul>	Every Year
ATV Operators	<ul style="list-style-type: none"> <li>• Pre and post-operational safety check</li> <li>• Personal protective equipment</li> <li>• Driving assessment with oral questioning on safety precautions</li> </ul>	

(\* ) Award Holders must hold current CPR certification to remain current. This may be done through completing new awards or proficiencies for the Bronze Medallion, Advanced Resuscitation Certificate, Resuscitation (CPR) Certificate or Senior First Aid Certificate.

## **Bronze Medallion**

The proficiency requirements for the Bronze Medallion for the 2009/10 season will be:

- **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 & 2 Person CPR on a Manikin (adult or child or infant) including O2 supplemented CPR
- Theory Assessment Paper

### **Hold Certificate II in Public Safety (aquatic rescue) - COMPULSORY**

Members who completed their 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 Life Saving Victoria

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

#### Signals

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

#### Run-Swim-Run

Run distances and Swim distances for the Bronze Medallion:

- Are taken 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, 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. 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.

#### Two Person Patient Assessment

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

#### CPR on a Manikin

CPR, 1 and 2 person (adult or child or infant) on a manikin. Must include resuscitation using a mask and oxygen.

#### Defibrillation

Victoria will not include Defibrillator awareness in the 2009/10 proficient test for patrolling members. It will be included in the 2010/11 season.

#### Theory Assessment Paper

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

## **Surf Rescue Certificate**

The proficiency requirements for the Surf Rescue Certificate for the 2009/10 season will be:

- 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
- 1 & 2 Person CPR on a Manikin (adult or child or infant)
- Theory Assessment Paper

### Signals

Candidates must demonstrate 10 signals chosen at the assessor's discretion, though this must include '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. Type of rescue (board/tube) and patient (conscious/unconscious) is at the assessor's discretion

### Two Person Patient Assessment

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

### CPR on a Manikin

CPR, 1 and 2 person (adult or child or infant) on a manikin, must include resuscitation using a mask.

### Theory Assessment Paper

Candidates must achieve 100% on the Sixteen (16) question, open book, multiple choice theory assessment issued by Life Saving Victoria. (A copy is included in this handbook for reference)

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

## **Advanced Resuscitation Certificate**

The proficiency requirements for the Advanced Resuscitation Certificate for the 2009/10 season will be:

- A patient assessment on a live patient and demonstration of lateral position
- 1 & 2 Person 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

### Patient Assessment

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

### CPR on a Manikin

CPR, 1 and 2 person (adult or child or infant) on a manikin. Must include resuscitation using a mask.

### 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.

**Note:** There is no proficiency theory paper for the ARC. Assessors should ask appropriate questions during practical demonstration to assess the candidates underpinning knowledge.

**Note: The 2009/10 season is the last season in which clubs should be issuing this award. Following the 2009/10 season, holders of this award should be transitioned into the new Advanced Resuscitation Techniques (ART) Certificate, as outlined in the Advanced Resuscitation Techniques Implementation circular.**

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

## **Resuscitation (CPR) Certificate**

The proficiency requirements for the Resuscitation (CPR) Certificate for the 2009/10 season will be:

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

### Two Person Patient Assessment

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

### CPR on a Manikin

CPR, 1 and 2 person (adult or child or infant) on a manikin. Must include resuscitation using a mask.

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

## **Senior First Aid Certificate**

The proficiency requirements for the Senior First Aid Certificate for the 2009/10 season will be:

- (\*)Maintain Current CPR Certification throughout the three year period
- Complete approved Senior First-Aid Course or Update every three years

### Maintain Current CPR Certification

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

## **Defibrillation Certificate**

The proficiency requirements for the Defibrillation Certificate for the 2009/10 season will be:

- Patient assessment on a live patient and demonstration of lateral position
- 1 & 2 Person CPR on a Manikin (adult or child or infant) including resuscitation methods using a mask
- Apply and use a defibrillator during CPR on a manikin
- Describe safety precautions associated with using a defibrillator

### Patient Assessment

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

### CPR on a Manikin

CPR, 1 and 2 person (adult or child or infant) on a manikin. Must include resuscitation using a mask.

### Apply a defibrillator during CPR on a manikin

Each candidate completing a proficiency for Defibrillation must apply a defibrillator during a CPR scenario on a manikin. The assessor may choose the content of the scenario and should ensure that the candidate demonstrates a clear understanding of safety when using a defibrillator. Where safety considerations are not clearly demonstrated further questions on safety must be asked.

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

## **Spinal Management Certificate**

The proficiency requirements for the Spinal Management Certificate for the 2009/10 season will be:

- Demonstrating placing a patient on a spinal board in a surf environment and on land.
  - This may require multiple scenarios to enable each person to demonstrate competence
- 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

### Apply a Spinal Collar

Each candidate must apply a spinal collar, correctly sizing and applying the collar. Where a candidate is the lead in a spinal scenario and apply a collar 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 including placing patient on a spinal board in 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.

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT:

Facilitator (Spinal Management)

Assessor (Spinal Management)

## **IRB Crew Certificate**

The proficiency requirements for the IRB Crew Certificate for the 2009/10 season will be:

- Hold Current Bronze Medallion
- Theory Assessment Paper  
AND EITHER
- Submission of completed Personal IRB Log/Club IRB Hours Declaration with sufficient hours  
OR  
Practical Assessment as an IRB Crew Person

### 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 Life Saving Victoria. (A copy is included in this handbook for reference)

### Submission of Personal Log or Practical Assessment

IRB Crew must present a Personal Log/Club IRB Hours Declaration (see page 24) with at least five (5) hours in the IRB as a crew person, verifiable by checking against the club's power craft log or event water safety logs.

Members who have not logged sufficient hours will be required to sit a practical assessment as an IRB Crew consisting of three of the following:

1. Conscious pickup
2. Launch IRB including negotiating surf
3. Transfer Patient out of IRB
4. Parallel running
5. IRB setup

THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT:

Any current Life Saving Victoria Assessor may assess the theory assessment or personal log.

Practical skills must be assessed by an Assessor (IRB)

### **Silver Medallion (IRB Driver)**

The proficiency requirements for the Silver Medallion (IRB Driver) for the 2009/10 season will be:

- Hold Current Bronze Medallion
- Hold Current IRB Crew Certificate
- Present Current Recreational Boating Licence
- Theory Assessment Paper  
AND EITHER
- Submission of completed Personal IRB Log with sufficient hours  
OR  
Practical Assessment as an IRB Driver

#### 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

Candidates must hold a current IRB Crew Certificate for this award to remain current. IRB Drivers must have logged at least five (5) hours as an IRB Driver which will also cover their requirement for their IRB Crew proficiency. IRB Drivers who have not completed this requirement will need to complete the IRB Crew proficiency requirements as set out earlier in this document.

#### Present Current Recreational Boating Licence

Candidates must have their 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 Life Saving Victoria. 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 present a Personal Log/Club IRB Hours Declaration (see page 24) with at least five (5) hours in the IRB as a driver, verifiable by checking against the club's power craft log or event water safety logs which will also cover the requirement for their IRB Crew proficiency.

Members who have not logged sufficient hours will be required to sit a practical assessment as an IRB Driver consisting of three of the following:

1. Conscious pickup
2. Launch IRB including negotiating surf
3. Transfer Patient out of IRB
4. Parallel running
5. IRB setup

**THIS PROFICIENCY ASSESSMENT MAY BE CONDUCTED BY CURRENT:**

Any current Life Saving Victoria Assessor may assess the theory assessment or personal log. Practical skills must be assessed by an Assessor (IRB)

### **Radio Operator's Certificate**

There are not set proficiency requirements for the Radio Operators Certificate for the 2009/10 season. Members holding the Radio Operators Certificate should ensure they keep up to date with changes to club equipment and club and state radio procedures.

## **Gold Medallion**

The proficiency requirements for the Gold Medallion (Advanced Lifesaving Certificate) for the 2009/10 season will be:

- Pool Swim – 800 metres in 14 minutes in a swimming pool in a swimming pool of not less than 25 metres
- Signals – 10 correct
- 400 Swim – 800m Run - 400m Board paddle – 800m Run (25 minutes or less)
- 200m Board Rescue
- 100m Tube (flippers optional) Rescue
- Complex Rescue Scenario
- One person drag and lay
- A Patient Assessment on a live patient and demonstration of lateral position
- 1 & 2 Person 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 Current Senior First Aid Certificate
- Hold a Silver Medallion (Advanced Emergency Care)
- Hold a current Silver Medallion (Basic Beach Management)
- Theory Assessment Paper

**Note:** The Gold Medallion proficiency requirements include the requirements for both Advanced Resuscitation Certificate 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 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, though this 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 taken 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 patient 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 being able 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, 1 and 2 person (adult or child or infant) on a manikin. Must include resuscitation using a mask.

#### 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.

#### Theory Assessment Paper

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

#### Hold Certificate II in Public Safety (aquatic rescue)

Candidates must either hold the Certificate II in Public Safety (aquatic rescue) or where they are new members who completed their Bronze Medallion in the 2007-2008 season may submit their completed "On the Job" component of their Candidate Workbook to satisfy this requirement.

For members who completed their Bronze Medallion prior to the 2007-2008 season and not upgraded to the Certificate II in Public Safety (aquatic rescue), they will need to complete the "In Depth" Certificate II Proficiency Workbook. This workbook is available from Life Saving Victoria or from District Officers.

#### Hold Current Senior First Aid, Silver Medallion (Advanced Emergency Care) and Silver Medallion Basic Beach Management)

This may be checked through Surfguard by the assessor at the requal 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 Life Saving Victoria 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**

The proficiency requirements for assessor qualifications for the 2009/10 season will be:

- Complete and submit the current season registration form consisting of the Assessor Induction Pack over the past eighteen months  
AND EITHER
- Attend the State Lifesaving Operations Conference / Regional Forum  
OR  
Participate in an In-service session with the local District Officer or their nominated representative  
OR
- Provide evidence of another appropriate workshop or professional development event attended over the past 12 months

#### Hold a current Advanced Resuscitation Certificate

Assessors must hold a current Advanced Resuscitation Certificate. Radio Assessors are exempt from this requirement as there is no resuscitation component to the awards they assess.

#### Complete and submit current season registration form / Assessor Induction Pack

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 an 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, or where the District Officer is not available or not qualified in that discipline, the District Officers designated 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**

## Sample Proficiency Assessment Resources

Supplied are copies of the Proficiency Cards, the open book proficiency theory assessments and the IRB Hours Declaration. These are available through your local District Officer or may be downloaded from the proficiency section of the Life Saving Victoria website [www.lifesavingvictoria.com.au](http://www.lifesavingvictoria.com.au)

### General Proficiency Card

FRONT

SURNAME		GIVEN NAMES	
CLUB/GROUP	DOB	MEMBERSHIP CLASSIFICATION	
<small>Tick the left hand column to indicate if both or only one being re-qualified. All signatories, dates and C/NYC must be completed for each element or the card cannot be re-qualified.</small>			
Activity	Signature	Date	C/NYC
<b>BRONZE MEDALLION &amp; SURF RESCUE CERTIFICATE</b>			
<b>SIGNALS</b>			
RUN SWIM RUN			
BOARD or TUBE RESCUE			
<b>THEORY</b>			
<b>ALL BRONZE MEDALLION HOLDERS MUST ALSO HOLD A CERTIFICATE II IN PUBLIC SAFETY (AQUATIC RESCUE) One of the options below must be completed</b>			
Choose one	Candidate holds Cert III in Public Safety Confirmed via signpost or printout or		
	Assessment Only Paper – Work Effectively in a Public Safety Organisation' or		
	'In-Depth' proficiency completed		
<b>RESUSCITATION</b>			
<b>TWO PERSON PATIENT ASSESSMENT</b>			
CPR (1) OPERATOR			
CPR (2) OPERATOR			
<b>ADVANCED RESUSCITATION CERTIFICATE (ARC)</b>			
OP AIRWAY			
O2 & AIRBAG			
<b>DEFIBRILLATION CERTIFICATE</b>			
DEFIB APPLICATION DURING CRP			
SAFETY CONSIDERATIONS EXPLAINED			
<b>SPINAL MANAGEMENT CERTIFICATE</b>			
APPLICATION OF SPINAL COLLAR			
SPINAL SCENARIO			
(Please Circle) IRB CREW ONLY / IRB DRIVER & CREW			
Logbook presented/Prac Demo Complete			
Vic Rec Boat License signed	Number:	EXP Date:	Ass Sig:
Theory Assessment			
<small>This card is to be completed and returned to the assessor in charge on the day of the final assessment for award processing. <input type="checkbox"/> IRB DRIVER ONLY</small>			

BACK

#### Proficiency Theory Test Answer Sheet 09-10

##### 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

- C D Q7 A B C D  
 C D Q8 \_\_\_\_\_  
 C D \_\_\_\_\_  
 \_\_\_\_\_ Q9 \_\_\_\_\_  
 \_\_\_\_\_  
 C D \_\_\_\_\_  
 C D Q10 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## Gold Medallion Proficiency Card

FRONT

		<b>Gold Medallion</b> <b>Test Card 2009-10</b>	
SURNAME		GIVEN NAMES	
CLUB/GROUP		DOB	
Examination			
Activity	Time	Assessors Signature	Date
Theory Test			
One Person Drag			
One Person Patient Assessment			
Complex Tube Rescue 100m			
Complex Board Rescue 200m			
Run-Swim-Board-Run			
Prerequisites	Award Number	Time	Prerequisites Approved (Assessors Signature)
<small>ALL BRONZE MEDALLION HOLDERS MUST ALSO HOLD A CERTIFICATE II IN PUBLIC SAFETY (AQUATIC RESCUE). One of the options below must be completed:</small> <small>Candidate holds Cert II in Public Safety Certified via <a href="#">eLearning</a> or printout</small> <small>or</small> <small>Cert II workbook presented to assessor</small> <small>or</small> <small>Assessment Only Paper - Work Effectively in a Public Safety Organisation</small> <small>or</small> <small>In-Depth proficiency completed</small>			
Silver Medallion Basic Beach Management			
Senior First Aid Certificate			
Advanced Resuscitation Certificate			
800m swim in 14 min			
Spinal Management Certificate			
Defibrillation Certificate			

BACK

Card must be completed and returned to the assessor in charge on the day of the final assessment for award processing.

### Theory Test Answer Sheet Gold Medallion

Q1 A B C D	Q14 A B C D	Q27 A B C D	Q40 A B C D
Q2 A B C D	Q15 A B C D	Q28 A B C D	Q41 A B C D
Q3 A B C D	Q16 A B C D	Q29 A B C D	Q42 A B C D
Q4 A B C D	Q17 A B C D	Q30 A B C D	Q43 A B C D
Q5 A B C D	Q18 A B C D	Q31 A B C D	Q44 A B C D
Q6 A B C D	Q19 A B C D	Q32 A B C D	Q45 A B C D
Q7 A B C D	Q20 A B C D	Q33 A B C D	Q46 A B C D
Q8 A B C D	Q21 A B C D	Q34 A B C D	Q47 A B C D
Q9 A B C D	Q22 A B C D	Q35 A B C D	Q48 A B C D
Q10 A B C D	Q23 A B C D	Q36 A B C D	Q49 A B C D
Q11 A B C D	Q24 A B C D	Q37 A B C D	Q50 A B C D
Q12 A B C D	Q25 A B C D	Q38 A B C D	
Q13 A B C D	Q26 A B C D	Q39 A B C D	

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This Proficiency Theory Assessment Paper is to be used by both Surf Rescue Certificate Candidates and Bronze Medallion Candidates.

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 33<sup>rd</sup> Edition Public Safety and Aquatic Rescue Training Manual

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

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1. Rescue Breaths in deep water are best administered by which method?
  - a. Mouth to mouth resuscitation
  - b. Mouth to mask resuscitation
  - c. Mouth to nose resuscitation
  - d. Mouth to mouth and nose resuscitation
  
2. As a patrolling member of your club, who would you report a workplace hazard to?
  - a. Club Secretary
  - b. Club IRB Captain
  - c. Club President
  - d. Patrol Captain
  
3. How are compressions delivered to an adult?
  - a. 1 hand in the centre of the chest
  - b. 2 hands in the centre of the chest
  - c. 1 foot in the centre of the chest
  - d. 2 fingers in the centre of the chest

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. On patrol, what equipment could you use to control risks caused by hazardous surf conditions?
  - a. Patrol flags
  - b. Warning signs
  - c. Danger No Swimming Sign
  - d. All of the above
  
6. The common signs of a rip current are:
  - a. Spilling waves breaking evenly along the beach
  - b. Plunging waves breaking evenly along the beach
  - c. Discoloured brown water, foam and debris floating seaward
  - d. Discoloured brown water, foam and debris floating towards the shore
  
7. Which of the following is not a sign or symptom of a soft tissue injury?
  - a. Swelling
  - b. Red welts
  - c. Pain
  - d. Discolouration
  
8. A casualty who is known to have breathing problems is found unconscious on the ground. You should:
  - a. Give warm, sweet drinks
  - b. Assess for signs of Life
  - c. Give medication
  - d. Left to sleep it off
  
9. How should you communicate with a patient and patrol team members?
  - a. Calm, reassuring, caring
  - b. Overbearing, aggressive, loud
  - c. Assertive, business like, dominating
  - d. Casual, relaxed, nervous

10. On a crowded beach after a rescue has been performed, what should other members on patrol do to assist?
- Stand and watch with the rest of the crowd
  - Yell at the crowd to stay back and not come any closer
  - Take on a crowd control responsibility to ensure that there is no interference by onlookers during the completion of a rescue
  - Take on a crowd control role but allow onlookers to get close to the rescuer and the patient
11. If a conscious casualty is choking and able to cough, you should?
- Call 000 and administer back blows
  - Reassure the casualty and encourage them to keep coughing
  - Call 000, sweep any solid material from the airway and commence CPR
  - Roll the casualty onto their side and wait for emergency services
12. What type of wave may never actually break as they approach the shore and are commonly associated with rock ledges that face deep water?
- Spilling
  - Plunging
  - Surging
  - Small
13. Where would you report faults with first aid equipment?
- Club patrol log and advise club first aid officer
  - Club first aid officer
  - Club notice board
  - Write it on the first aid kit
14. Performing a rescue not only involves knowledge and expertise, but also requires?
- Reading and writing in another language apart from English
  - Endurance and fitness
  - Medical knowledge
  - None of the above
15. At what stage during an incident or rescue should LSV Comms be notified?
- Once completed and all details have been collected and reported to the tower
  - 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 incidents are reported during sign off

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

16. What radio terminology would you use to say “Please wait until I call you back. I need to complete my current job or get more information or assistance for you. Other stations may transmit”
- Over
  - Wilco
  - Standby
  - Affirmative
17. The signal from a patrolling beach member to a craft to proceed further out to sea is?
- Standing stationary, waving both arms up and down
  - Standing stationary, pointing one way
  - Standing stationary, both arms raised to the sky
  - Jumping up and down on one foot, yelling loudly
18. When carrying out a body check on a casualty, the First Aider starts from:
- Toes and feet
  - Head and neck
  - Upper limbs
  - Back, chest and abdomen
19. All documentation such as a first aid report, should be?
- Completed, signed and dated
  - Written in ink
  - Filed in a secure area
  - All of the above
20. 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



**Life Saving Victoria  
Season 2009/2010 IRB Crew & Driver  
Club Declaration of Hours**

Club:	
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S	Surname	First Name	IRB Crew Hours	IRB Driver Hours	Total Hours
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

This summary of hours was compiled by \_\_\_\_\_  
 This is an accurate representation of hours completed by the members listed above.

Signed: \_\_\_\_\_ Position: \_\_\_\_\_

Endorsed by:

Signed: \_\_\_\_\_ Position: \_\_\_\_\_

*This must be endorsed by the Club Captain, Chief Instructor, President, Treasurer or Secretary*

**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



**Life Saving Victoria**  
**IRB Crew and IRB Driver**  
**Proficiency Theory Paper – 2008/2009**

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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 What are the two points on the IRB to which you are allowed to attach the tow rope to?
- a) Front carry handle or bow handle
  - b) Front carry handle or Transom Eyelets
  - c) Transom Eyelets or Bow rope handle
  - d) Bow rope handle or side carry handle

- Q.2 List the five main points in the PowerCraft Code of Conduct:

- a) \_\_\_\_\_
- b) \_\_\_\_\_
- c) \_\_\_\_\_
- d) \_\_\_\_\_
- e) \_\_\_\_\_

- Q.3 When crewing an IRB your left hand should be holding on to the?

- a) Rescue tube
- b) Bow rope
- c) D ring
- d) Pontoon rope

- Q.4 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
- d) When you hear the emergency evacuation alarm

- Q.5 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.6 When motoring up a river or channel to which side do you keep?
- a) Port
  - b) Starboard
  - c) Either it does not matter
  - d) Left
- Q.7 When coming to shore over large waves what is one consideration to be made?
- a) Are there people or objects hidden in front of the wave
  - b) How far can the boat jump from each wave
  - c) Are people watching me go over this wave
  - d) Make sure your driving looks spectacular
- Q.8 Outside of patrol hours you must notify LSV Comms prior to taking the IRB out for use. What else must you do;
- a) Fill in logbook
  - b) Check fuel level
  - c) Ensure all the appropriate equipment is in the boat or worn
  - d) All of the above
- Q.9 When searching an area with no inshore drift current and the conditions are calm, what search pattern would be appropriate to use?
- a) Square
  - b) Creeping
  - c) Zig Zag
  - d) Triangulate
- Q.10 When setting up a new motor to Lifesaving requirements the “ingear high revving interlock” is left connected which of these items are to be removed or disabled?
- a) Tilt lock and in-gear start
  - b) Flywheel and kill switch lanyard
  - c) In-gear high rev and prop guard
  - d) Propguard

## **Practical Demonstration**

Candidates must supply their completed and validated IRB logcard or the Club IRB Hours Declaration.

The Candidate must show a minimum of five hours driving, for Driver and Crew or five hours of crewing for crew only.

Assessor to sign for sighted and validated log or club IRB Hours Declaration and current Recreational Boating License

**OR**

Candidate exhibits 3 of the following 5 practicable manoeuvres for each award, driver and crew for which they wish to requalify.

- |                                       |                  |
|---------------------------------------|------------------|
| Conscious pickup                      | Parallel running |
| Launch IRB including negotiating surf | IRB setup        |
| Transfer Patient out of IRB           |                  |

## **The Powercraft Code of Conduct**

Act responsibly and with care

Promote a culture of safety

Your craft is high profile

Understanding your limitations and that of your crew

Follow operating procedures

***Safety First!***

**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.

---

- Q.1 The Lifesaving radio transmission of 'rescue, rescue, rescue', is used to:
- a) to clear the network of routine traffic.
  - b) to inform the public that there is a rescue taking place.
  - c) to advise LSV Comms or club base stations that you have a situation that requires immediate assistance.
  - d) both a & c
- Q.2 After clearing foreign material from the mouth of a non-immersion patient, the head of the casualty is tilted backward and their face is turned slightly downwards. The reason for this position is:
- a) to reduce injury to the spine.
  - b) to insert an Oropharyngeal (OP) airway.
  - c) to allow drainage of fluid and mucus from the mouth.
  - d) to assess breathing
- Q.3 The treatment of a major fracture to a limb includes:
- a) immobilising the injured limb in as natural a position as possible
  - b) a compression bandage layered away from the heart over the site to restrict swelling
  - c) always splinting to another limb
  - d) elevation of the limb and giving pain relieving medication
- Q.4 The four "Ps" used during communication in an emergency situation are:
- a) position, people, progress, particulars
  - b) particulars, problem, people, progress
  - c) position, problem, people, progress
  - d) particulars, position, people, problem
- Q.5 If a tourniquet must be used when should it be released?
- a) 10 minutes
  - b) 15 minutes
  - c) 20 minutes
  - d) NEVER
- Q.6 When performing body checks on an unconscious breathing patient you should position the patient:
- a) on their back
  - b) in the lateral position
  - c) however they feel comfortable
  - d) on their stomach

- Q.7 You find an unconscious patient and suspect they have a spinal injury. The patient should be?
- left in the position they are found, monitored and seek medical aid
  - placed on their back, manage head tilt and chin lift.
  - rolled onto their side and administered oxygen
  - rolled onto their side, execute DRABC and seek medical aid
- Q.8 Before you sign off to LSV Comms you should
- make sure you have all the sign off information as required by lsv comms
  - guess how many preventive actions you have done and then halve that to make the number of rescues.
  - phone lsv comms to find out if they are ready for sign off.
  - check that the IRB is working.
- Q.9 If vomiting or regurgitation occurs during resuscitation you should:
- abandon all resuscitation efforts and seek medical assistance
  - roll the patient on their side, clear the airway and then reassess airway, breathing and other signs of life
  - roll the patient on their side, clear airway and immediately continue resuscitation
  - place the patient in the lateral position to allow for drainage of vomitus and make them comfortable
- Q.10 You need to contact LSV Comms with the appropriate details:
- after completing a rescue
  - after a minor first-aid
  - after a major first-aid
  - both a and c
- Q.11 When using an air bag resuscitator, sufficient air has entered the lungs when:
- the bag is compressed sufficiently
  - air comes out of the patient's mouth
  - the patient's chest starts to rise
  - air leaks from around the resuscitator mask
- Q.12 What procedure should you adopt when approaching a conscious patient panicking in the water?
- swim around behind the patient and restrain them quickly
  - wait until they become weaker from exertion then grab them
  - move straight in, being ready to counteract any unwanted grip put on by the patient
  - adopt a defensive position, talk to the patient and give them reassurance
- Q.13 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
- Q.14 If a patient has been bitten by a bee management of the injury would be to:
- apply a cold compress over the affected area
  - remove the sting, wipe area and apply a cold compress
  - rest and apply a pressure immobilisation bandage
  - remove the sting if possible and bath with hot water

- Q.15 The treatment for a conscious patient who has suffered a stroke includes:
- a) place patient in a comfortable position, leaning forward pinching the nostrils and encourage breathing with short breaths to alleviate any pain
  - b) loosen clothing, place the patient on their back with their head and shoulders slightly raised and a blanket under their knees
  - c) place the patient on their side as soon as possible, manage any injuries, monitor DRABC and seek medical aid
  - d) DRABC, seek medical aid, reassure the patient, support their head and shoulders, loosen tight clothing, ensure their airway is clear and open, monitor and record vital signs.
- Q.16 What is the treatment for a soft tissue injury?
- a) rest, ice, compression, elevation, referral
  - b) heat and gentle stretching
  - c) light exercise and compression
  - d) pain relief and medical attention
- Q.17 When managing a patient with a suspected spinal injury you must ensure that:
- a) the patient keeps breathing
  - b) the head is not allowed to move sideways
  - c) the head is not allowed to fall forwards
  - d) all of the above
- Q.18 Which of the following is a sign of spinal injury:
- a) pain and tenderness at the site of injury
  - b) breathing difficulties
  - c) loss of feeling or sensation
  - d) all of the above
- Q.19 Shock usually occurs because:
- a) too much oxygen is getting to the brain
  - b) there is a lack of oxygen supply to body tissue
  - c) the patient feels faint or upset
  - d) the person starts gasping for air
- Q.20 In cases of heat exhaustion, while waiting for assistance treatment for the conscious patient should be by:
- a) resting them in a cool shaded place
  - b) dousing them with vinegar
  - c) placing the patient in lateral position
  - d) liberally applying cold or ice packs

- Q.21 High tide:
- a) is caused by a big surf
  - b) is caused by wind strength and direction
  - c) normally occurs twice a day
  - d) occurs approximately every 6 hours
- Q.22 When choosing the appropriate OP airway, the size is measured from:
- a) just past the centre of the patient's lips to the angle of the patient's jaw
  - b) just past the centre of the patient's lips to the patient's ear
  - c) the corner of the patient's mouth to the patient's ear
  - d) the corner of the patient's mouth to the to the angle of the patient's jaw
- Q.23 The rate of CPR for a patient of any age is:
- a) 15 compressions to 2 breaths in 10 seconds
  - b) 30 compressions to 2 breaths with five cycles every two minutes
  - c) 30 compressions to 4 breaths with five cycles every two minutes
  - d) 30 compressions to 2 breaths with 2 cycles per minute
- Q.24 When using a Defibrillator, the unit will advise the operator if the patient has a shockable rhythm. Which of the following is a normal heart rhythm?
- a) sinus rhythm
  - b) ventricular fibrillation
  - c) ventricular tachycardia
  - d) asystole
- Q.25 When managing a patient suffering from envenomation, what is the key reason for using cold or heat treatment?
- a) to prevent further envenomation
  - b) provide pain management
  - c) to reduce infection
  - d) to provide the patient with reassurance
- Q.26 You have sighted a person having a seizure in the shore break, what is the first thing you should do?
- a) wait until the patient has finished their seizure and then lie them in the lateral position
  - b) manage the patient as best possible in the water because it is safer for them
  - c) ensure the patient's face is out of the water as best possible, always thinking of danger to myself and bystanders
  - d) call for an ambulance and hope they know what to do
- Q.27 The correct position for an unconscious patient who is breathing is:
- a) lying on their back with knees slightly bent
  - b) lying on their back with legs comfortably stretched
  - c) on their side in the lateral position
  - d) sitting up

- Q.28 Rip currents can be identified by:
- a) spilling waves breaking evenly along the beach
  - b) plunging waves breaking evenly along the beach
  - c) discoloured brown water, foam and debris floating out to sea
  - d) discoloured brown water, foam and debris floating towards the shore
- Q.29 With front release and escape methods the rescuer is attempting to:
- a) lift the patient out of the water
  - b) support the patient with the tube
  - c) push themselves under the water and away from the patient
  - d) talk to the patient and persuade them to let go
- Q.30 To ensure resuscitation is never delayed while waiting for the arrival of a mask:
- a) the club should make sure they have a spare in the oxygen kit
  - b) the public should be made to stay in the patrolled area so that it isn't too far to run
  - c) bury spare masks in a sealed container at regular interval along the beach
  - d) masks should always be carried by patrolling members.
- Q.31 If a radio is accidentally dropped in water and is found to be damaged, before sending it to be serviced, the correct procedure is :
- a) check for water penetration, turn radio off, remove battery, wipe the radio with a cloth and dry in the sun
  - b) check for damage to antenna, turn radio off, remove battery, submerge the radio in fresh water and dry with a cloth
  - c) turn radio off, remove from bag or case, remove battery, submerge the radio in fresh water and air dry
  - d) turn radio off, check for water penetration, remove battery, spray the radio with water repellent and air dry
- Q.32 After giving two rescue breaths to an unconscious patient, you should:
- a) roll the patient on their side to clear the airway
  - b) check for signs of life and then commence cardiopulmonary resuscitation (cpr)
  - c) check the carotid pulse
  - d) check for a medic alert bracelet
- Q.33 After being involved in an emergency incident it is possible to suffer from?
- a) distressing dreams
  - b) sleeping difficulties
  - c) irritability
  - d) all of the above
- Q.34 Air Bag Oxygen Resuscitators use only medical oxygen. These cylinders are identified as:
- a) black/silver cylinders with a white shoulder
  - b) black/silver cylinders with yellow notification on side
  - c) black cylinders with a silver shoulder
  - d) plain black cylinders

- Q.35 When performing two-person CPR, the operators should change:
- a) never as you do not want to waste time
  - b) every two minutes
  - c) every five minutes
  - d) if the person compressing the chest gets tired
- Q.36 In cardiopulmonary resuscitation (CPR) the depth of compression for any patient is approximately:
- a) 1/3 depth of chest
  - b) 1/2 depth of the chest
  - c) 3/4 depth of chest
  - d) Until the ribs click
- Q.37 When using the air bag oxygen resuscitator with oxygen reservoir and either operator is unhappy with its functioning you should:
- a) use more force compressing the airbag.
  - b) change to rescue breathing until the equipment is functioning properly.
  - c) stop resuscitation and wait for medical aid.
  - d) turn the patient into the lateral position and check the airbag.
- Q.38 Oxygen therapy should be administered to an unconscious breathing patient in:
- a) the lateral position
  - b) the patient is on his/her back
  - c) the most comfortable position
  - d) the patient's head raised slightly
- Q.39 Blood escaping from an artery
- a) oozes from the wound
  - b) flows from the wound at a steady rate
  - c) spurts from the wound with each contraction of the heart
  - d) is likely to stop bleeding of its own accord
- Q.40 Triage is defined as:
- a) organising personnel and equipment for handling an emergency
  - b) organising medical assistance by having an Ambulance at the scene to transport patient
  - c) organising for a defibrillator to be used in conjunction with oxygen and CPR
  - d) sorting casualties in an order of priority on the basis of injury or illness

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

## **Proficiency Training Aids**

Members should refer to the 33<sup>rd</sup> Edition Public Safety and Aquatic Rescue Training Manual while preparing for their proficiency assessments.

Other useful resources include the Victorian Recreational Boating Safety Handbook (2007), the 6th Edition of the Powercraft Training Manual for Drivers and Crew, First Aid and Defibrillator courses resources.

## **Proficiency Feedback**

Feedback about the content of the proficiency assessments or about this handbook or other resources that support the annual proficiency are welcome and encouraged.

In general a review of the season's proficiency assessment and resources is conducted in February each year, ideally all feedback should be submitted by the end of January. Further feedback can be submitted up to the end of June as the new season's resources will be redeveloped and distributed in July for the coming season.

Feedback can be emailed to [mail@lifesavingvictoria.com.au](mailto:mail@lifesavingvictoria.com.au) or faxed or mailed to the attention of the Training Department