



National Ski Patrol

Senior Outdoor Emergency Care

Senior Training Coordinators Guidelines

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MISSION STATEMENT

The Senior Outdoor Emergency Care (SROEC) component is a national education program that encourages members to participate in field relevant exercises to help them develop skills in decision making, problem management and leadership as it relates to the treatment of patients.

In addition the practical exercises that are conducted enhance the ability of the patrollers to handle serious patients in an austere environment.

INTRODUCTION

PURPOSE:

This guide has been prepared to assist Region OEC Administrators (ROA) and Senior Training Coordinators (STC) in conducting Senior Outdoor Emergency Care (SROEC) Programs within their respective regions. These position are defined under the Responsibilities section

GOAL:

The SROEC Program has been established to expand and improve the knowledge and skills of NSP members relating to handling complex situations involving decision making, problem management and leadership. This program is designed for alpine, nordic and auxiliary patrollers (variations in requirements are noted). The program also prepares patrollers for leadership roles within the NSP.

PROGRAM OVERVIEW

1. The SROEC Program is a national training program; the National Board retains control over Senior Program policies and guidelines. The established program outlines and policies must be followed without local modification. The program maintains consistency and quality assurance across all Divisions. The goal of the program is to maintain the same consistency and quality for all SROEC candidates across the country. The SROEC Program is supervised by each Division's OEC Supervisor. (See Appendix A)

2. The SROEC Program is a three (3) part program; Commitment, Training, and Evaluation. This program represents a significant commitment on the part of all Candidates and OEC Trainer/Evaluators in the senior program.

- ❑ The Commitment: SROEC Candidates are required to obtain a copy of the current edition of the Ski Patroller's Manual, the current Outdoor Emergency Care manual, and make a serious commitment to the program in the fall, or at the latest early in the ski season. By the end of December, or earlier if required by the region, candidate applications should be approved by their respective Patrol Director/NSP Rep. and should be forwarded to their Regional STC.
- ❑ The Training: SROEC training is designed to be conducted at the region, section or patrol level under at the direction of the Senior Training Coordinator and conducted by the SROEC T/E.
- ❑ The Evaluation: SROEC Candidates must attend and satisfactorily complete a formal evaluation, which serves as the final evaluation and validation step in the SROEC Program.

ORGANIZATION:

For any issues involving the SROEC Program, the STC interfaces with their Region OEC Administrator (ROA) or designee, who then reports to the Division OEC Supervisor.

REFERENCES:

Outdoor Emergency Care Manual, Fifth Edition, Brady/Pearson
Ski Patrollers Manual
National Ski Patrol Policy and Procedures
Instructors Manual for Outdoor Emergency Care

REQUIRED FORMS:

Application to Conduct a SROEC Evaluation (Appendix B)
SROEC Candidate Forms (Appendix C)
Program Evaluation Form (Appendix F)
SROEC Final Evaluation Record (Appendix G)
SROEC Final Evaluation Form (Appendix G)
Division QA Form (Appendix G)

RESPONSIBILITIES:

For purposes of this document, the positions listed below are job responsibilities and can be assumed by one or more individuals or combined as determined by the needs of the Division.

Senior OEC Training Coordinator (STC): The STC works under the guidance of the region's ROA and the Division OEC Supervisor or designee assigned to that area. This individual is appointed by the Division OEC Supervisor after consulting with the regions RD and ROA. It is the responsibility of the STC to manage the program for the region. This includes planning and scheduling the training sessions and final evaluations, coordination with the region staff as well as the Division OEC Supervisor/Representative, executing the program, completing all documentation requirements and ensuring the program meets the requirements of the National standards.

Trainer/Evaluator: T/Es serve dual roles; during training sessions their role is one as a Trainer for the candidates where they review the scenario results with the candidates and provide constructive feedback on execution issues. When performing the formal evaluation, the Trainers become Evaluators and evaluate the capability of the candidate to meet the standards defined by the National Ski Patrol to meet Senior OEC status.

Division OEC Supervisor/Designee: The representative provides evaluation quality control by reviewing the evaluation plan created by the STC prior to the evaluation and attending the evaluation to ensure that it meets the standards of the Division and the National Ski Patrol. This individual is also a key participant along with the STC in resolving pass/fail issues.

Senior OEC Candidates: The candidates must meet the requirements stated in the Ski Patrollers Manual. In order to be an effective candidate they must have strong medical skills; the stronger the skills the more likely that they will be successful in the program. Although first aid isn't the final determination that the candidate is senior material, it is the application of those skills as they apply to the scenario that enables the decision-making, leadership and the problem management skills necessary to complete the evaluation successfully.

I. PROCESS

ROAs and STCs, with the cooperation of the region's Patrol Directors/NSP Representatives need to establish a training plan and final evaluation schedule for the senior program early in the season. Regional training plans need to provide for patrol as well as other centralized training. Training schedules must be established and made known early so as to be accessible and convenient for interested patrollers.

A. Organizing the Training Program

1. The STC must complete an Application to Conduct a SROEC Program Evaluation and return it to the appropriate Division OEC Supervisor or designee at least eight weeks prior to the final evaluation, or no later than January 15th of each year. A reproducible copy of the Application to Conduct a SROEC Evaluation is found in Appendix B.

2. Upon approval of the application by the Division OEC Supervisor, the STC must electronically register the SROEC events through the national office.
3. The training schedule should be developed early and coordinated so as to minimize conflicts with other region or division activities. It should be published prior to the Fall Refreshers. This will assist candidates in making a commitment to the program and will allow the staffing process to begin.
4. Candidate Training schedules should include and not be limited to the following. Specific dates, times and locations of all training and evaluation events. following
 - ❑ Candidate orientation program:
 - Should outline the program requirements and expectations,
 - Review the training schedule and hand out materials such as manuals and candidate checklists.
 - ❑ Skill performance opportunities:
 - Provisions for candidates to demonstrate the OEC Skill level necessary for successful SROEC completion.
 - Obtain the necessary OEC skill performance verifications from an OEC Instructor.
 - **All practice sessions should be** under the tutorship of a SROEC T/E.
 - Focus on developing the skills of decision making, problem management and leadership. Trainers and candidates are encouraged to take this practice beyond the minimum program requirements, and to make up their own scenarios and practice these skills in as many different patrol settings as possible. Scenario practice is the cornerstone of the SROEC Program training.
 - Training also provide valuable experiences for existing and new SROEC T/E. Each Division OEC Supervisor is responsible for training and calibration of SROEC T/E for program quality assurance purposes.
 - ❑ Scheduling of the final evaluation:
 - Early publication of the final evaluation schedule will relieve the uncertainty and stress normally encountered by the candidate. Specific attention should be devoted to explaining the process during the initial candidate orientation.

B. Training Sessions

The training sessions may be held at any time or location. The minimum requirements of the program state that each candidate is required to lead 4-practice scenarios prior to the final evaluation.

- ❑ Training session are scheduled to meet the needs of the majority of trainees. The trainee must successfully lead 4 of the 7 Scenarios found in Appendix G of the Ski Patrollers Manual current edition to meet the requirements of the evaluation. The formats of the training sessions should be set up to be similar to the final evaluation i.e. small teams assigned to stations overseen by the T/E. After the completion of the scenario, the TE and

the candidates review the actions taken at each station and discuss appropriate management techniques as well as possible methods for improvements.

- ❑ The first training session should include an introduction to the SROEC Program. This introduction will provide the trainee with program objectives and performance expectations. A review of required documentation as well as presentation of clear timelines for completing required components is essential for candidate success. Following the introduction, attention should be drawn to the requirement of the breakdown of 2 written scenarios. This breakdown will help the candidates identify problem management, decision making and leadership skills necessary for successful completion of the program. Regions may also elect to conduct an OEC Technician skill sign off session during this time frame.
- ❑ The following training session should be set up with stations of different level 5/6 scenarios. Teams should be chosen arbitrarily for each training session. Moulage should be used as much as practical at each station during the training session. Moulage provides the candidates with a reasonable presentation of the injury being portrayed.

An additional objective of each training session is to have different T/Es present. It allows the trainee to become familiar with the T/E and therefore less intimidated by them at the final evaluation. The T/Es are also given a opportunity to sharpen their evaluation skills in preparation for the final evaluation.

The Training Setting

- ❑ Training may be conducted at a non-ski area facility with suitable terrain and should be on snow. Terrain, equipment and the environment must be as realistic as possible; otherwise candidates are unfairly trained. The general sequence of events is to have the candidate dispatched, arrive at the situation, evaluate it, call for help and equipment, have a sled and equipment arrive, treat the illness or injury and have the patient loaded in the sled .
- ❑ Throughout the entire training process, it is recommended that all trainers develop the practice of realism. Practical problems and obstacles must be as realistic as possible (i.e. don't call a piece of bamboo a tree), held in a realistic location and use simple moulage. Insist on real time lines for the arrival of help or equipment in order to obtain optimum training results.

Staffing the Training Program

- ❑ SROEC training may be provided or coordinated under the direction of Senior T/Es. Other experienced patrol personnel or professionals may be used in the training process, as long as they follow the approved training curriculum, which is in accordance with the Outdoor Emergency Care criteria.
- ❑ If a region's training program is to be divided between one or more patrols, each such training location must have an lead trainer evaluator approved by the STC to oversee each training site. The STC maintain ultimate responsibility for the quality of the training program.

- ❑ Special care should be exercised in selecting patients of the on-snow scenarios. The patients should be experienced patrollers or OEC instructors whenever possible.

C. Candidate Preparation and Training

Training Philosophy

- ❑ Training is the key to the success of the SROEC Program. ROAs and STCs must play an active role in assuring that an organized, quality training program is offered at the region, section or patrol level. While it is recognized that training formats may vary from region to region, a pre-established training schedule is a necessity. SROEC Candidates are expected to participate in the training process, satisfactorily complete all program requirements and attend and satisfactorily complete a Divisional final evaluation.

Anxiety and Competency

- ❑ There is a certain amount of anxiety and stress associated with any evaluation or emergency situation. The training program is for candidates in developing an ability to manage anxiety and stress in the emergency situation. Anxiety should not be an excuse for inadequate performance.

The SROEC candidate should have demonstrated skills through evaluated scenarios by a SR T/E prior to the final evaluation.

- ❑ Competency, the successful demonstration of all skill sets is expected on final evaluation day. Candidates should be made aware of these expectations in advance of their commitment to the program. A clear understanding of the program expectations and the evaluation environment is a must. The program addresses these needs.

Registering Prospective Candidates

- ❑ Schedules and program information should be made available to all patrols, Patrol Directors/NSP Reps, and prospective candidates at region and patrol meetings. All training sessions must be posted as on region and/or division calendars. In addition, the SROEC program must be registered electronically with national.
- ❑ Candidate applications must be completed, signed by the candidate's Patrol Director/NSP Rep., and forwarded to the respective Region STC prior to any candidate making a commitment to the SROEC program for that season. All application must be received prior to the start of the SROEC Program. The applications should be maintained by the Senior Training Coordinator.

Eligibility Requirements

- ❑ NSP members may enroll in the SROEC training program at any time **after** achieving patroller status and obtaining their Patrol Director's/NSP Rep.'s recommendation.
- ❑ A minimum of one ski season of experience at patroller level is required before they are eligible for the final SROEC evaluation.
- ❑ Questions regarding candidate eligibility should be directed to the ROA, STC, or Division Supervisor for that area.

Application Form

- ❑ See Appendix B for a reproducible copy of the Senior Candidate Application.

SROEC Program Materials

- ❑ Each candidate will receive the program as written in the latest edition of the Ski Patroller's Manual.
- ❑ See Appendix C for a reproducible copy of the SROEC Candidate Checklist, detailing the steps needed to satisfactorily complete the SROEC training program.

D. Evaluation

General Requirements

- ❑ An application to conduct a SROEC Final Evaluation (see Appendix B) must be completed and forwarded to the Division Supervisor no less than eight (8) weeks prior to the scheduled final evaluation date and not later than January 15th of each ski season.
- ❑ STCs should ensure that the application is complete. Special attention should be given to the candidate team format, training schedule, dates, times and location of the final evaluation. Incomplete applications may not be accepted by the Division Supervisor.

The Division's will establish a minimum number of candidates needed to conduct a final evaluation. When the number of candidates exceeds the limits set by the STC, a second evaluation can be established as long as adequately staffed; or, candidates will be urged to attend an evaluation in another region. Final approval will rest with the involved regions STC's and their respective Division supervisors.

- ❑ STCs will be notified by the Division Supervisor at least two weeks in advance of the scheduled date of the identity of the Division OEC Representative/ assigned to the final evaluation. The Division OEC Representative will contact the evaluation coordinator in advance of the evaluation date to discuss the evaluation schedule, staffing and logistics.
- ❑ Only Senior OEC T/Es with current Division approval may evaluate any final evaluation. A list of currently approved SROEC T/E's is maintained by the Division OEC Supervisor and is available to the Regions STC's as needed. Other patrollers are encouraged to assist in other non-evaluation portions of the final evaluation.
- ❑ ROAs and STCs are encouraged to contact neighboring regions to invite and encourage participation by evaluators from these regions. This experience broadens the evaluation and learning experience of all involved.
- ❑ It is desirable to have all candidates evaluated by three different sets of Senior T/Es whenever possible. Each station must have at least two T/Es and each team/candidate must have an assigned evaluator. Each candidate must be in a team of three and each must lead a station during each round. Please refer to candidate team formats for information on candidate rotation options. SROEC Candidates must be provided advance and reasonable notice of the Time and location of the final evaluation. The notice should include at a minimum the date, time and specific location of the final evaluation, the expected arrival time and check-in location, and a reminder to bring all normal ski and patrolling equipment and documentation of training program completion.

- ❑ STCs must verify the following prior to allowing any candidate to participate in the final evaluation (preferably prior to the day of the final evaluation):
 - ✓ That a Candidate Application signed by the appropriate Patrol Director/NSP Rep. is on file, and that the candidate has successfully completed a training program at the patrol, section and/or region level.
 - ✓ That the candidate has satisfactorily completed and submitted the answers two (2) written scenarios examples provided in the Ski Patrollers manual.
 - ✓ That the candidate has submitted a completed senior level written scenario.
 - ✓ That the candidate has submitted a Completion Log for OEC Basic Skills Performance. A Completion Log as verification that all OEC skills and the four (4) on-snow practical scenarios have been satisfactorily completed. OEC Instructors may sign off on the OEC Basic Skills. A SROEC T/E must sign off on the practical scenarios. (A reproducible copy of the log is found in Appendix C).

Candidate Team format:

There are two options for candidate team format. It is at the discretion of the region to determine which format is suitable for the resources they have available. The evaluation format must be established prior to the start of the season and communicated to the candidates planning to take the evaluation.

Single Candidate Team Format: The single candidate team consists of a single candidate accompanied by the assigned evaluator. This team will travel together through the warm-up scenario and the two evaluation scenarios. The helpers or bystanders at each scenario will be staffed by the region and will remain at the scenario.

Multiple Candidate Team Format: (Recommended) This team consists of three candidates and an assigned evaluator. The team will work together through the warm-up and evaluation scenarios. The candidates in the team will participate both as lead patrollers and helpers. The candidates participating as helpers at the scenario are not evaluated, only the candidate participating as the lead patroller is evaluated. Each candidate in the team will be a lead patroller on one warm-up scenario and evaluated as the lead patroller in two test scenarios.

Location, Setting and Equipment

- ❑ Use good judgment in the selection of ski areas for training sessions or final evaluation
 - . Locations chosen must provide facilities for staging and debriefing, as well as the actual scenarios. Consider making the final evaluation as accessible as possible to all. In all cases, the time and specific location (ski trails, etc.) must be approved by ski area management.
- ❑ The final evaluation must be on snow and must meet the terrain requirements as specified in the scenario. Approval **must** be obtained from the Division Supervisor for any changes to scenarios.
- ❑ Equipment – Skis/boards and toboggans need to be used. For the final evaluation, each station is required to have a toboggan and pack sufficient to perform first aid at the level 5/6 scenarios. Candidates should familiarize themselves with the available equipment before the evaluation begins.
- ❑ Moulage must be used. The patroller responsible for the application of moulage is required to read all scenarios prior to the evaluation to ensure that the proper moulage is available for all scenarios.
- ❑ The Hill Coordinator should be used to provide sufficient support if people are available. This person should familiarize themselves with the area terrain. Scenarios and terrain must be appropriately matched. Any changes to the existing written scenario must be approved by the Division Supervisor. The STC, Hill Coordinator, and Moulage Patroller should meet prior to the evaluation to ensure that locations and patients are properly assigned. It is recommended that number markers be used to indicate station locations.

Selecting Patients and Bystanders

- ❑ The STC may wish to assign the task of obtaining and briefing patients and bystanders to another member of the region staff.
- ❑ OEC Instructors can be used as patients during the final evaluation process, if an adequate number are available.
- ❑ Patients need to be thoroughly prepared and coached preceding the actual evaluation stations to ensure that practical problems are presented exactly as written in the scenario. With a goal of realism, patients should be encouraged not to be overly dramatic, but to be clear and consistent in portraying their injuries and symptoms. Moulage should also be appropriate for scenario being portrayed. Patients MUST NOT wear patrol parkas or first aid belts/packs.
- ❑ Personnel such as family or friends of patrollers may be used as untrained bystanders. However, they cannot be family or friends of the SROEC candidate. Individuals acting as untrained helpers and bystanders MUST NOT wear patrol parkas or first aid belts/packs.

- ❑ Candidates participating in the final evaluation WILL NOT be used as untrained helpers or bystanders.

Selecting Station Evaluators

- ❑ Only Division approved SROEC T/Es may be used as station evaluators during the final evaluation.
- ❑ Care must be taken in scheduling evaluators to ensure that there are no conflicts of interest which may result from candidate rotations through the (ie: husband/wife, parent/child, patrol director/patroller, ROA).
- ❑ Evaluators must be carefully paired so as to achieve the best possible balance in evaluating capability. One evaluator will be assigned to each candidate or team. That evaluator will be present at each evaluation done by their assigned candidate or team. Individuals chosen to act as the assigned evaluator shall possess the following qualities:
 - Good Communication skills
 - Have demonstrated good interpersonal skills
 - An ability to evaluate objectively
 - A desire to help the candidate
 - A positive attitude, patience and understanding, sensitivity, keen observation skills
 - Strong OEC skills
 - An ability to measure effectiveness based on results, not singular methods.
- ❑ No more than one newly appointed evaluator should be assigned to the same station.
- ❑ DO NOT schedule an individual as an evaluator who cannot stay for the entire day, including candidate debriefing.

Station Managers/Coordinators:

The station Manager is not an evaluator and need not be a Senior patroller. This is a good position for future Senior candidates. This patroller must have good organization skills and be able to focus on job at hand. Responsibilities are listed below.

- Makes sure station is set up according to scenario guidelines and required equipment is available.

- Tracks time for scenario, tracks requested equipment and resources
- Sends in helpers (**at 2 minutes after request**), provides vitals upon call from candidate of found vitals.
- Escorts candidates in and out of station ensuring that they are not within earshot of evaluation discussions.
- Help candidates repack the toboggan/equipment.
- Keeps bystanders or passer bys out of scenario area.

Selecting, Using and Setting Up Practical Scenarios

- ❑ Only scenarios from the National OEC Test Bank are allowed for final evaluations. Select only those practical problems that can be realistically staged in the area where the evaluation is being conducted.
- ❑ Obtain area management approval before selecting practical problems which must be staged under/near a chair lift, in a loading, unloading, base lodge or parking area.
- ❑ **IMPORTANT:** Select a station rotation scheme and match specific problems to ensure that each candidate is evaluated in one multiple injury scenario and one bystander or multiple patient scenario. Each candidate must complete one scenario with the use of a backboard as one of the two final test scenarios.
- ❑ Do not alter any aspect of a practical scenario without the express approval of the Division Supervisor or the Division Liaison assigned to assist with your final evaluation.
- ❑ Practical problem selection and candidate rotation must be reviewed by the Division OEC Supervisor to ensure that all candidates receive a similar variety of practical problems. Each candidate needs to be evaluated as a leader for one multiple patient and one multiple injury scenario.
- ❑ Maintain the degree of realism expected. Use real props as called for, simple moulage and real time lines for the arrival of helpers and equipment are expected. Please review the realism requirements in the training program discussed earlier in this manual.

Evaluation Scenarios and Rounds

- ❑ The final evaluation must use Level 5/6 scenarios from the OEC Test Bank.
- ❑ Refer to Appendix D for the referenced table as a guideline that sets up the final evaluation rotation. To manage this requirement it is recommended that a matrix be created that is similar to the one shown in Appendix D. This matrix must be created and provided to the Division OEC Supervisor the week before

the evaluation. It is the Division's OEC Supervisor responsibility to ensure that the evaluation meets the Division and National standards.

- ❑ The number of candidates determines the numbers of stations. A matrix is set up by time; **no scenario is allowed to go longer than 20 minutes**. Going past 20 minutes is considered a failure. Each team rotates stations and leaders during the round.
- ❑ There are 3 rounds, a warm up round, a final 1st round, and a final 2nd round. Each SROEC candidate must lead a scenario in each round. One final round must have multiple patients, and the other multiple injuries on a single patient.

Warm Up Round – The warm up round is used to clear the jitters out of both the T/Es and the Candidates. It is designed to allow for socialization and adjustment among all participants. It is executed exactly like a final round. The only exception is that the evaluators may discuss the results and offer suggestions about the scenario at the completion of the warm up station. The scenarios may be either single or multiple patients. Each candidate must lead at one warm up round. These are not to be used for any type of evaluation.

Final Rounds:

- ❑ The recommended format involves running a different scenario at each station. Again it is emphasized that the problems must be realistic in terms of the terrain on which they are being staged and the obstacles required.
- ❑ The same practical scenario may be run at all stations simultaneously providing the problems are appropriate for the terrain and are staged and presented in a consistent manner. This will generally require advance planning and very detailed briefings for patients and bystanders.
- ❑ The candidate must complete both final rounds with either a +/- to successfully achieve a pass on that scenario. Discussing the problem with the candidate is not allowed during the evaluation. The T/Es may only talk to each other after the completion of the station for no longer than 5 minutes to reach a consensus. At the completion of the final round the STC will review the scorecards for negative marks. Any negative marks will be reviewed by the evaluators for that station. The lowest grade always prevails and becomes the overall grade for that scorecard.

Evaluation and Using the Scorecard (See Appendix E)

Candidates and the assigned evaluator will be provided information related to the dispatch of a patroller to a situation. All other information is to be obtained from the situation, arrival on the scene, or through the assessment process. The patient and station manager will have all available information to ensure that the station is set up and run properly.

Station evaluators should be briefed and

reminded of the proper use of the scorecard and the importance of detailed documentation. They should be using a time-line format to record data on the blank side of the card and are to be reminded that all sections of the card need an entry. This briefing is to be conducted by the STC.

SROEC T/Es are reminded that their task and responsibility is to observe the performances provided by the candidates, record the observations, and make a decision regarding the performance observed. Each station is to produce ONE decision regarding the candidate's performance. The T/E's should only evaluate what they have observed the candidate perform, not what they believe the candidate should perform.

STCs should not accept any card(s) from an evaluators that does not provide adequate documentation for a (-) negative score. The card should be given back to the T/E with instructions to complete it.

Evaluators need to reach a consensus within five minutes of each station being completed. If this is not possible they will continue with the evaluation and review that station again later in the day. The longer it takes the more difficult the decision becomes. Evaluators are not to leave the evaluation location until all issues are resolved. The process of reaching consensus is intentionally not defined, but means the evaluators need to come to one decision. It is not a vote, but rather a discussion. . In all cases consensus may not be reached and the STC and/or Division OEC Supervisor may have to become involved.

At the completion of all stations, the STC reviews the cards for “-“ results and meets with the T/Es. If the issue cannot be resolved favorably, it is recommended that the evaluators take the candidate aside and inform him/her of the result. The team should offer the candidate feedback and suggestions to correct the mistakes. It is imperative that the team be on the candidate's side and to convey a positive attitude and ensure that the candidate knows that “you're in this together.” It is recommended that candidates that failed a station be notified first. For successful candidates, the assigned evaluator or STC will notify them of their achievement.

Arbitration and Problem Resolution

If the evaluators and cannot come to consensus regarding the performance of any candidate, the STC needs to discuss the issues with the evaluators and may interview the candidate. The STC with the concurrence of the Division OEC Supervisor, has the authority to reach consensus for the group and render a final decision. **In unusual circumstances the STC will consult the Division OEC Supervisor, but only the Division OEC Supervisor may allow the retake of one stations by a candidate.**

In no case shall the candidate be told of the potential of reevaluation by anyone other than the STC with the approval of the Division OEC Supervisor. These situations should be documented.

The new evaluation scenario must be completed using one of the same evaluation teams that were present during the final evaluation and prior to any other results being offered.

Candidates that were not successful the day of the final evaluation should be encouraged to continue with the training process. The candidate is only allowed to test at a final evaluation once during a ski season.

All decisions made by the close of the final evaluation day are final decisions and are sanctioned by the Division OEC Supervisor.. There is **no appeal process** after the Division OEC Supervisor departs from the location of the final evaluation.

Program Evaluation

At the conclusion of the final evaluation copies of the program evaluation must be given to all participants, including evaluators, candidates, patients, helpers/bystanders and staff. A copy of the program evaluation is found in Appendix F. All copies of the evaluations must be sent to the responsible Division OEC Supervisor.

Candidates must complete and turn in the evaluation to the STC prior to notification of evaluation results.

STCs are encouraged to elicit feedback on the program by all available means, including the evaluation form and a staff debriefing.

The Division OEC Supervisor or designee will also complete the Division QA Feedback Form found in Appendix G

Final Evaluation Completion

All required forms, evaluation results and score cards must be submitted to the Division Supervisor no later than TWO WEEKS following the final evaluation date. The Division SROEC Final Evaluation Record, found in Appendix G must be complete providing all entries and data required.

Contact the ROA or STC immediately if there are any difficulties or problems. Retain a regional copy of all evaluation results.

In the event of any unusual occurrence at a final evaluation, it is recommended to develop a written narrative of the circumstances as soon after the as possible

while recollections are current. The Region OEC Administrator (ROA) and Division Supervisor should be notified as soon as possible.

II. Paperwork Requirements

Candidate Paperwork

All candidates must complete paperwork as required by the Ski Patrollers Manual. The current version (be sure to review the latest version each year for potential changes) requires that the Candidate provide the following completed paperwork at least two weeks prior to the evaluation or sooner.

1. "Senior Candidate Application," signed by the patrol director/NSP Rep. (Appendix C).
2. "Completion Log for OEC Basic Skills performance Check-Off," signed by appropriate NSP Instructors (Appendix C).
3. A copy of their current, valid OEC Card.
4. A copy of their current, valid NSP Card.
5. Written answers to two scenarios from the Ski Patrollers Manual (Appendix C).
6. One original scenario created by the candidate, level 5/6 in the correct format following the Scenario Scoring Matrix (Appendix C).

The STC is required to review and maintain the paperwork for presentation to the Division OEC Supervisor. Any paperwork that does not meet the standard should be returned to the candidate for correction. No candidate may take the evaluation until the paperwork has been approved by the STC and the Division liaison.

Evaluation Paperwork

1. Evaluation Plan

Prior to the evaluation, the evaluation plan is required to be sent to the Division OEC Supervisor. The package should be sent at least two (2) weeks in advance or at the discretion of the OEC Supervisor. Refer to Appendix D for a sample format of the evaluation plan.

2. Station Evaluation Packets

Station evaluation packets are required to be prepared for that station prior to the evaluation. The station packet will contain:

- 1 Copy of the scenarios defined for that station for all three rounds, Warm up, 1st Final, 2nd Final.
- 1 Set of completed SROEC Program Scenario Evaluation Cards for the evaluators assigned to the station. Refer to the paragraph below titled Completing Evaluation Cards.
- Sharpened pencils with erasers [pens freeze]
- Clipboards or other hard writing surfaces

The station manager assigned to the station will receive these packets prior to the start of the evaluation. The station manager must not share the scenario with the evaluators.

Completing SROEC Program Scenario Evaluation Cards

It is recommended that prior to the start of the evaluation, each station have the header of 3 SROEC Evaluation Cards completed: one card for the assigned evaluator, and one card for each of the T/Es.

The picture below shows the header of the evaluation card. It has been completed to illustrate how it should be completed.

NATIONAL SKI PATROL – SROEC PROGRAM SCENARIO EVALUATION						
Leader	Team 1-A		Inst/Eval	T/E Name		
Helper 1	Team 1-B		Date	Today's Date		
Helper 2	Team 1-C		End Time	Time Completed		
Scenario	6-09	Station	4	Start Time	Start	Total Total Time

The assigned evaluator also receives a packet, which contains only the cards for the stations for the assigned evaluator's candidates. The assigned evaluator does not get the scenario descriptions. The assigned evaluator may only see what the candidate sees.

Final Evaluation Completion Paperwork

At the completion of the evaluation, the STC is required to send the following Final Evaluation completion paperwork:



- ❑ SROEC Final Evaluation Record (see Appendix G) – This form provides pertinent data for the date and location of the evaluation and T/E support for the final evaluation . **A copy of this form must be sent to your Region’s OEC Administrator (ROA)**

APPENDIX A – NATIONAL SROEC PROGRAM

and the Division OEC Supervisor.

- ❑ SROEC Final Evaluation Form (see Appendix G) –This form summarizes the patroller information for each candidate participating in the evaluation and the final results. **A copy of this form must be sent to your Region’s OEC Administrator (ROA) and the Division OEC Supervisor.**
- ❑ NSP Course Completion Record – This form is provided by NSP on their web site, www.nsp.org. This form provides pertinent data on all attendees pass or fail, to enable the NSP database to be updated. **This form must be sent to National as well as the Region OEC Administrator (ROA) and Division OEC Supervisor.**

NATIONAL SKI PATROL

APPENDIX A – NATIONAL SROEC PROGRAM

SROEC Training Evaluation

SROEC Candidate Training Sessions

Verification of current skills performance and BLS/CPR guidelines must be done by an OEC instructor on the day the instructor actually sees the candidate perform said skills.

Successfully participate in a minimum of four on snow (4) SROEC practice scenarios as the leader. (Verified by a Senior OEC T/E) (Ski Patrollers Manual Appendix G)

Must write essay answers to two (2) written SROEC scenario problems and write one (1) new senior-level training scenario that can be used by the SROEC Training Coordinator with other candidates. (Verified by a SROEC T/E)

SROEC Evaluation

Warm up Round

A warm up round will be given on the day of the final evaluation and will not be used as part of the final evaluation process. Each candidate will be given a warm up as a leader. Immediate feedback by the evaluators is expected during the warm up round.

Evaluation Round

Candidates are evaluated as a leader twice. One will be a multiple injury problem and the other will be a multiple patient (triage) problem.

Note: There is no provision for additional evaluation rounds. Reevaluation will only be given under extreme circumstances.

APPENDIX B – SROEC EVALUATION APPLICATION

NATIONAL SKI PATROL DIVISION SROEC Evaluation Application

SPONSORING REGION: _____

CANDIDATE TEAM FORMAT (circle one): Single Candidate Rotation Team Candidate Rotation

NUMBER OF CANDIDATES: Registered _____ + Potential _____ = Total _____

TRAINING SESSIONS:

<u>Date</u>	<u>Time</u>	<u>Location</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Evaluation Coordinator(s)/STC: _____

Address: _____

City/State/Zip: _____

Phone: (H) _____ (W) _____

FINAL EVALUATION DATE(S):

<u>Date</u>	<u>Time</u>	<u>Location</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

EVALUATION CARDS:

NOTE: 9 cards are needed per candidate per evaluation – 3 noted for warm up round evaluations and 6 noted for final evaluations

Number in Possession: Final _____ Warmup _____
(Allow three to four weeks for delivery of manuals and score cards)

[NOTE: Each STC should already have all SROEC Scenarios in their possession]

Signature: Regional SROEC Training Coordinator _____ Date _____

Date Received _____

Approved _____

Signature: Division OEC Supervisor

APPENDIX C – SROEC CANDIDATE FORMS

NATIONAL SKI PATROL EDUCATION PROGRAM

SENIOR CANDIDATE APPLICATION

Date of Senior Candidate Application _____

PATROLLER INFORMATION	
Name	NSP ID #
Address	Patrol
City, State, Zip	Years of Patrolling Experience
Daytime Phone	Evening/Weekend Phone Email Address

Senior Candidate Signature _____ Date _____

☐ Senior Alpine

☐ Senior Nordic

☐ Senior Auxiliary

DIVISION APPLICATION INFORMATION

This application is to be submitted to your Regional Senior Training Coordinator for OEC or Ski and Toboggan as indicated by the region. The Division will provide tracking of all patrollers registered in Senior programs when completing the first evaluation. All patrollers are reminded that in addition to successful completion of the 3 clinics conducted by the division, completion of 3 nationally approved electives is also required before a classification can be changed to Senior.

This certifies that the above named candidate has demonstrated all the basic ski patroller or auxiliary skills and has sufficient knowledge, skills, and experience to participate in the national senior training program.

Patrol director Signature _____ Date _____

APPENDIX C – SROEC CANDIDATE FORMS (continued)

SROEC CANDIDATE CHECKLIST

- | | |
|--|---|
| <input type="checkbox"/> APPLICATION & MANUAL | Order the Ski Patroller's Manual from the National catalog and senior application from your patrol director or Region Senior Training Coordinator |
| <input type="checkbox"/> MAKE APPLICATION | Complete the application, obtain patrol directors recommendation and submit to Region Senior Training Coordinator. |
| <input type="checkbox"/> REGISTER FOR FINAL EVALUATION | Verify time and location and ensure all registration details are completed for participation in the evaluation.
Date:_____ Location:_____ |
| <input type="checkbox"/> TRAININGSESSION | Obtain from Region Senior Training Coordinator or patrol director the dates, times, locations and events for the regional senior activities.
Date:_____ Location:_____ |
| <input type="checkbox"/> OEC SKILLS VALIDATION | Demonstrate all OEC Skills in accordance with the OEC skills performance guidelines to an OEC Instructor for validation and sign off on training log. |
| <input type="checkbox"/> WRITTEN SROEC SCENARIOS | Complete worksheets for 2 written senior exercises. Due:_____ |
| <input type="checkbox"/> WRITE 1 ORIGINAL SROEC SCENARIO | Complete 1 written SROEC Scenario utilizing the Scenario Scoring Matrix. |
| <input type="checkbox"/> ON-THE-SNOW SCENARIOS | Satisfactorily complete at least 4 senior practical scenarios on the snow. |
| <input type="checkbox"/> COMPLETE OEC SKILLS PERFORMANCE CHECKLIST | Ensure all skills and scenarios are completed and documented on log. Provide to Regional Senior Training Coordinator as directed. Due:_____ |
| <input type="checkbox"/> PREPARE FOR FINAL EVALUATION | Arrange for toboggan and equipment to be brought to the site. Bring skis, patrol belt and appropriate clothing. |

APPENDIX C – SROEC CANDIDATE FORMS (continued)

NATIONAL SKI PATROL – SROEC PROGRAM Completion Log for OEC Basic Skills Performance Check-off

Senior Candidate_____

The following OEC have been demonstrated to an OEC Instructor and have been performed correctly, confidently, and in accordance with the appropriate skill performance guidelines. **Note:** an OEC instructor is required to observe the candidate's performance and testify to the satisfactory completion.

Skill Performance Required	OEC Instructor Name and Signature	Date Completed
Patient Assessment and Vital Signs		
Oxygen Administration, Airway Adjunct Use and Suctioning		
Bleeding control and Bandaging		
Fracture Management skills 1. Management near a joint 2. Alignment of angulated fractures 3. Open fracture management 4. Long bone management 5. Traction splinting		
Spinal Immobilization		
Lifting Techniques		
Medical Emergencies		

This patroller has adequately demonstrated to me the skills of decision making, problem management and leadership in on snow OEC SROEC practical scenarios. These scenarios must be signed off by a SROEC Trainer Evaluator.

Practical OEC SROEC Scenario	SROEC Trainer Evaluator Name and Signature	Date Completed
Scenario 1 ID #		
Scenario 2 ID #		
Scenario 3 ID #		
Scenario 4 ID #		

APPENDIX C – SROEC CANDIDATE FORMS (continued)

NATIONAL SKI PATROL – SCENARIO SCORING MATRIX

Directions: Assign points in three categories (injury/illness, environment, and personnel) where appropriate to determine the degree of difficulty for the scenario.

Injury or Illness

0 points

- medical condition (no influence on situation)
- medications (no influence)
- minor soft tissue (closed)
- burn (superficial)
- frostbite (superficial)

1 point

- eye injury (minor)
- moderate bleeding
- minor sprain/strain/contusion
- medical condition (minor influence)
- contusion of head without loss of responsiveness
- frostbite (moderate to severe)
- burn (partial- or full-thickness) – small or to non-critical areas
- mild altered mental state

2 points

- eye injury (severe)
- minor fracture, e.g., finger, clavicle
- closed extremity fracture or dislocation
- severe sprain/strain that limits mobility
- major bleeding, e.g., arterial/large vein
- amputation
- burn (partial or full-thickness – extensive or to critical areas)
- medical condition (major influence, e.g., hypoglycemia, seizures, pregnancy, hypothermia)
- head injury with loss of responsiveness or altered mental status less than 1 minute
- behavioral crisis

3 points

- shock (hypotensive)
- open or severely angulated extremity fractures
- femur fracture (traction splint)
- neck, back, pelvis fractures (backboard immobilization)
- fracture or dislocation with circulatory, motor, or sensory deficit

4 points

- unresponsive patient
- any life-threatening situation, e.g., stroke, heart attack, severe respiratory distress, acute abdomen, etc.

APPENDIX C – SROEC CANDIDATE FORMS (continued)

NATIONAL SKI PATROL – SCENARIO SCORING MATRIX

Environment

0 points

- site does not add difficulty

1 point

- difficult extrication or rescue
- disentanglement
- extreme slope or off trail
- rescuer/bystanders in danger

2 points

- combination of any of the above

Personnel

0 points

- single patient
- trained help

1 point

- more than one patient
- untrained assistants
- obnoxious or hysterical patient/bystander
- disoriented patient (non-medical issue)
- language/communication barrier

2 points

- physical danger to self/others

APPENDIX C – SROEC CANDIDATE FORMS (continued)

NATIONAL SKI PATROL – WORKSHEET FOR SROEC SCENARIO

Name	Patrol	Date	Problem ID
DECISION MAKING	PROBLEM MANAGEMENT	LEADERSHIP	

Note: for each situation complete this worksheet by identifying all actions you would perform for the situation and listing them in the objective category areas.

APPENDIX D – EXAMPLE EVALUATION SET UP AND MATRICES

Each candidate must lead in three rounds. To ensure this a sample matrix has been created on the following page.

The number of candidates determines the numbers of rotations (each block represents a rotation.) If there are 6 Candidates, 6 rotations are required. In this case there were 12 candidates, therefore, 12 rotations are required. The rotations are grouped into stations. To meet time requirements each station has 3 Rotations, 9:00, 9:25, and 9:45 for the Warm Up round. Scenarios are assigned to each station and that station uses the same scenario for all of the rotations for the round. In this evaluation, Station 1 uses Scenario 1 throughout the warm up, Station 2 uses Scenario 2, etc. Teams are identified as Team 1, Team 2, Team 3. The individuals assigned to that team are identified as A, B or C. Team 1 consists of 1A, 1B, and 1C. The letters list the order in which that team member will lead. The teams are assigned to stations so that each member will lead through the rotation. Note that Team 1, Member A, will start at Station 4. When the team rotates to the next station, Station 1 in this case, the Team 1 leader will shift to Member B, the next station, Station 2, Team 1 will shift leaders to Member C. [Note that in this case there were only 11 candidates taking the evaluation. To even the teams, a fill in was recruited. The fill in will have previously passed the SROEC and should be considered a suitable fill in.

Each rotation is managed in the same manner. There are breaks between the rotations to allow for set up of scenarios and repositioning the station locations.

The STC determines starting position for the teams and determines the team members. The STC also determines the T/Es for each station and for each team.

The Hill Coordinator and the Moulage Patroller use the following matrices. The matrices summarize the plans for each round. The scenario numbers shown in the above matrix refers to the scenarios listed in the following matrices. There is a matrix planned for each round.

APPENDIX D - EVALUATION SET UP (continued)

T/E	Station	Scenario	Warm Up			Scenario	Final 1st			Scenario	Final 2nd		
			9:00	9:25	9:45		10:15	10:45	11:15		12:30	1:00	1:30
T/E 1&2	1	1	4A	1B	2C	5	3A	4B	1C	9	2A	3B	4C
T/E 3&4	2	2	3A	4B	1C	6	2A	3B	4C	10	1A	2B	3C
T/E 5&6	3	3	2A	3B	4C	7	1A	2B	3C	11	4A	1B	2C
T/E 7&8	4	4	1A	2B	3C	8	4A	1B	2C	12	3A	4B	1C
Team													
1A	Cand 1					STC							
1B	Cand 2												
1C	Cand 3					Division							
Advocate	Adv 1					Liaison							
2A	Cand 4					Extra T/E							
2B	Cand 5												
2C	Cand 6					Hill							
Advocate	Adv 2					Coord.							
3A	Cand 7					Moulage							
3B	Cand 8					Patroller							
3C	Cand 9												
Advocate	Adv 3					Patients							
4A	Cand 10												
4B	Cand 11												
4C	Cand 12												
Advocate	Adv 4												

The Hill Coordinator and the Moulage Patroller use the following sample matrices. The matrices summarize the plans for each round. The scenario numbers shown in the above matrix refers to the scenarios listed in the following matrices. There is a matrix planned for each round.

WARMUP – 9:00					
Station	Scenario	Patients	#	Location	Moulage
1	1	1	26-2	Snow Gun Station	1. Pink Clear Fluid From Nose. 2. Helmet with Dent in Front. 3. Smashed Goggles 4. Bruising around eyes.
2	2	2	5-14	Most Difficult Slope	None
3	3	1	6-09	Most Difficult Slope	Medical Alert Tag, Disabilities
4	4	1	5-13	Most Difficult Slope	1. Open Wound 2. Zip Up Ski Pants 3. Bump By Humerous

Final 1st Round – 10:15					
Station	Scenario	Patients	#	Location	Moulage
1	5	2	5-05	Bottom of Hill	1. Laceration Extending 2” Across Forehead 2. Impaled Ski Pole
2	6	2	5-10	More Difficult Slope	1. Lower Arm Fracture 2. Dislocated Shoulder
3	7	3	5-14	Bottom of Hill Near Snow Gun	None
4	8	2	6-19	More Difficult Slope	None

Final 2nd Round – 12:30					
Station	Scenario	Patients	#	Location	Moulage
1	9	1	5-02	Any Slope by Snowmaking Equipment	Swelling and deformities, mid-shaft humorous
2	10	1	6-02	Near Snow Gun Pole	Angulated fracture, externally rotated, for the main complaint leg.
3	11	1	6-04	Near Snow Gun Pole	Discoloration for the abdomen, and discoloration and swelling for the shoulder. Abdominal rigidity can be represented by having the patient tense stomach muscles during the exams, or by moulage.
4	12	1	5-06	Man Made Jump	None

APPENDIX E – TEMPORARY SAMPLE SROEC SCENARIO EVALUATION CARD

NATIONAL SKI PATROL -- SROEC PROGRAM SCENARIO EVALUATION

Leader		Inst/Evaluator	
Helper # 1		Date	
Helper # 2		End Time	
Scenario #	Station #	Start Time	Total Time
DECISION MAKING		+ = -	
Problem Assessment Patient assessment Appropriate Prioritizing Insures Overall Safety		<i>Choose One !!</i>	
PROBLEM MANAGEMENT		+ = -	
Plan of Action Anticipation Resource management – People & Equipment OEC Skill Performance Transportation		<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <i>A “-“ in any section must be fully documented !!</i> </div>	
LEADERSHIP		+ = -	
Communication with Patient, Helpers, Bystanders Attitude Ability to Direct Confidence Team Interaction		<i>Choose One !!</i>	
OVERALL		+ = -	

Note: Do a time line on reverse side to document all observations, in detail.

↑ **MAKE A DECISION**

- ☐ **USE THE REVERSE SIDE FOR A TIME LINE, ACTION SEQUENCE, DETAILED NOTES, ETC.**
- ☐ **ALL SUBSTANDARD PERFORMANCES MUST BE COMPLETELY DOCUMENTED !!**

APPENDIX F – PROGRAM EVALUATION FORM

NATIONAL SKI PATROL – DIVISION SROEC Program Evaluation

To continually serve our patrollers, we need your input into this program. Please fill out and return this form.

1. I am a(n): ☐ Candidate ☐ Evaluator ☐ Patient

2. How many training session did you attend this season before the final evaluation?

Region _____ Patrol _____

	Excellent				Poor
3. How would you rate the SROEC <u>Regional</u> Training Session?	5	4	3	2	1

a) What did you like best about these sessions?

b) What did you like least about these sessions?

c) What changes (additions, deletions, revisions) would you make to improve these sessions?

	Excellent				Poor
4. How would you rate the SROEC <u>Patrol</u> Training Sessions?	5	4	3	2	1

a) What did you like best about these sessions?

b) What did you like least about these sessions?

c) What changes (additions, deletions, revisions) would you make to improve these sessions?

	Excellent				Poor
5. How would you rate the SROEC final evaluation?	5	4	3	2	1

a) What did you like best about these evaluations?

b) What did you like least about these evaluations?

c) What changes (additions, deletions, revisions) would you make to improve the final evaluation?

(continue on other side)

APPENDIX F – PROGRAM EVALUATION FORM (continued)

- | | | | | | | |
|---|-----------|---|---|---|---|------|
| | Excellent | | | | | Poor |
| 6. How would you rate the SROEC Evaluators? | 5 | 4 | 3 | 2 | 1 | |
- a) What did you like best about these evaluators?
- b) What did you like least about these evaluators?
- c) What changes (additions, deletions, revisions) would you make to improve the evaluators?

-
- | | | | | | | |
|--|-----------|--|--|---|---|------|
| | Excellent | | | | | Poor |
| 7. How would you rate your Assigned Evaluator? | | | | 5 | 4 | 3 |
- 2 1
- a) What did you like best about your Assigned Evaluator?
- b) What did you like least about your Assigned Evaluator?
- c) What changes (additions, deletions, revisions) would you make to improve your Assigned Evaluator?

-
- | | | | | | | |
|---|-----------|---|---|---|---|------|
| | Excellent | | | | | Poor |
| 8. How would you rate the Sr. Trainer Evaluators during training? | 5 | 4 | 3 | 2 | 1 | |
- a) What did you like best about these Senior Trainer Evaluators?
- b) What did you like least about these Senior Trainer Evaluators ?
- c) What changes (additions, deletions, revisions) would you make to improve the Senior Trainer Evaluators ?

9. Location of final evaluation _____ Date _____

10. Additional Comments:

THANK YOU FOR YOUR INPUT

APPENDIX G - COMPLETION FORMS REQUIRED

At the completion of the evaluation, the STC is required to send the following Final Evaluation completion paperwork:

- ❑ SROEC Final Evaluation Record (Appendix G) – This form provides pertinent data for the date and location of the evaluation and T/E support for the Evaluation. **A copy of this form must be sent to your Region OEC Administrator (ROA) and the Division OEC Supervisor.**
- ❑ SROEC Final Evaluation Form (Appendix G) – This form summarizes the patroller information for each candidate participating in the evaluation and the final results. **A copy of this form must be sent to your Region OEC Administrator (ROA) and the Division OEC Supervisor.**
- ❑ NSP Course Completion Record – This form is provided by NSP on their web site, www.nsp.org. This form provides pertinent data on all attendees pass or fail, to enable the NSP database to be updated. **This form must be sent to National as well as your Region OEC Administrator (ROA) and Division OEC Supervisor.**
- ❑ Division Quality Assurance Form (Appendix G) - This form is also required. The purpose is to provide a mechanism for consistent evaluation continued quality in all SROEC events. It is to be completed by the Division OEC Supervisor. A copy is to be forwarded to the STC, ROA, and Division Supervisor upon completion.

NATIONAL SKI PATROL – DIVISION Senior OEC Final Evaluation Record

SPONSORING REGION:_____ Participating Regions:_____

NUMBER OF CANDIDATES: Your Region:_____ Other Regions:_____ Total:_____

EVALUATION LOCATION:_____ DATE:_____

EVALUATION PHONE:_____ COORDINATOR/STC:_____

ADDRESS:_____

CITY/STATE/ZIP:_____

DIVISION LIASON:_____

List all SROEC T/E's Participating in the Evaluation (Please indicate "A" for Group Evaluator "E" for Station Evaluator or "P" for Provisional Evaluator)				
	SROEC T/E Name	NSP 5 Digit #	Region	A or E or P
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

I CERTIFY THAT THIS EVALUATION WAS CONDUCTED IN ACCORDANCE WITH THE PROVISIONS OF THE SENIOR OEC PROGRAM, AS PRESCRIBED BY THE DIVISION AND THE NATIONAL SKI PATROL SYSTEM INCORPORATED.

Signature of Evaluation Coordinator/STC

Date

Senior OEC Final Evaluation Form

	CANDIDATE NAMES Print legibly, list names alphabetically. (see example below)	NSP - 5 Digit Reg. Number	Candidate Home Region -	Verify Candidate OEC Card	Application Fully Completed	Basic OEC Skills Verified.	2 Written Scenarios Completed	4 On-Snow Scenarios Completed	Warm-Up Problem		Practical Problems				Final Results Pass/Fail
									Scenario #	S/U	Scenario #	S/U	Scenario #	S/U	
1	Ace Ventura	203360	E035	O	Y	Y	Y	Y	5-13	S	5-14	S	6-02	S	Pass
2	James Bond	195695	E035	O	Y	Y	Y	Y	26-2	S	6-19	S	6-04	S	Pass
3	Forrest Gump	209922	E035	O	Y	Y	Y	Y	6-11	U	5-05	U	5-06	U	Fail
4	Johnny Paycheck	132234	E035	O	Y	Y	Y	Y	6-09	S	5-10	S	5-02	S	Pass
5	John Cash	184097	E035	O	Y	Y	Y	Y	5-13	S	5-14	S	6-02	S	Pass
6	Martina McBride	190700	E035	O	Y	Y	Y	Y	6-11	S	5-05	S	5-06	S	Pass
7	Tim Magraw	190693	E035	O	Y	Y	Y	Y	6-09	S	5-10	S	5-02	S	Pass
8	Dixie Chicks	162930	E035	O	Y	Y	Y	Y	5-13	S	5-14	S	6-02	S	Pass
9	Dale Earnhart	203847	E331	O	Y	Y	Y	Y	26-2	S	6-19	S	6-04	S	Pass
10	Richard Petty	173073	E331	O	Y	Y	Y	Y	6-11	S	5-05	S	5-06	S	Pass
11	John Lennon	201486	E214	O	Y	Y	Y	Y	6-09	S	5-10	S	5-02	S	Pass
12															
13															
14															
15															
16															
17															
18															
19															
20															

Distribution:

- ORIGINAL TO DIVISION SENIOR OEC SUPERVISOR
- 1 copy to Regional OEC Administrator
- 1 copy to Regional Director
- copy retained by Regional Senior OEC Training Coordinator

TOTAL EVALUATED 11

TOTAL PASS 10

Quality Assurance Feedback for SROEC

Division:

Region:

Date:

Visiting Division Supervisor Completing Form:

Location:

Region OEC Administrator:

Number of Participants:
Staff:

Examiners:

Candidates:

Support

- Did the scenarios provide the candidates a fair opportunity to display leadership, problem management and decision making skill?

- Was the candidate evaluated as lead on one scenario with multiple patients and one scenario where the single patient had multiple injuries?

- Did the scenarios portray true-to-life incidents?
If not, why?

- Overall impressions of the scenarios:

- Did the patients portray accurate behavior for the scenarios? Was the behavior consistent throughout the day?
If not, why?

- Was the moulage properly applied? Was it reapplied as needed?

- If helpers are assigned to a scenario, were they coached correctly and were they consistent throughout the day?
No If not, why?

- Overall impression of the patients and helpers:

- Were the candidates well prepared? How were they prepared?

- Did the region use the candidate skills sign-off sheet?

Quality Assurance Feedback for SROEC

Page 2 of 2

- Which candidate team format was used, single candidate team or multiple candidates' team?
- Were the examiners calibrated?
How are the examiners calibrated?
- How were the final results tallied and then presented to the candidates?
- What was the pass/fail ratio of the candidates?

General comments of the evaluation:

Are there any recommendations to improve this event?

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NOTE:

- 1. The trainer evaluator curriculum and qualifications needs to be added to this documents**
- 2. Grandfather clause for divisions that have not had T/E**