

WISP SKI PATROL CANDIDATE MANUAL October 2008

The purpose of this manual is to serve as a guide for new patrol candidates to the Wisp Ski Patrol, a member of the National Ski Patrol (NSP).

The process a candidate must complete to become a patroller is intense and time consuming. In return for this investment, candidates will develop their first aid skills and improve skiing and/or boarding skills. Assisting injured customers and the fraternizing with fellow patrollers expands the candidates' skiing experience and brings its own rewards.

A. **JOINING THE PATROL**

1. As ski area needs dictate, the patrol will welcome serious applicants for Patroller Candidate and Auxiliary Candidate status. Auxiliary candidates will focus on first aid skills, with or without the intention of training to become a full patroller in future seasons. Once a candidate has been accepted, he or she will enter our training program and will be expected to complete all requirements as outlined by the NSP and Wisp guidelines.

2. Each candidate will receive a Wisp season pass with the understanding that virtually all time on the mountain will be devoted to training. Candidates will be assigned to seven weekends, coinciding with the training schedule. The Wisp ski patrol will track attendance; however, each candidate is responsible for getting his candidate tracking card signed. A companion ticket may be given to candidates from the Eastern Section on assigned days, subject to approval by Patrol Leadership.

3. The OEC classroom final exam will kick off our orientation weekend. For those candidates who have not skied off during the previous season, the ski training committee will assess the candidates' skiing/riding skills during the Orientation Weekend. This will determine which candidates are ready to enter the full patroller training and which should expect to begin as auxiliary patrollers. Auxiliary candidates may attend ski and toboggan training sessions but should focus on OEC skills. Candidates have two years to complete the training process. The patrol is committed to providing the training and support necessary for each candidate to succeed; however, the individual candidate's effort is the key to success.

B. **REQUIREMENTS**

In order to become a Basic Patroller with the Wisp Ski Patrol and the NSP, the candidate must successfully complete all of the following:

1. National Ski Patrol Outdoor Emergency Care (written and practical evaluations), Maryland First Responder written and practical evaluations and American Heart Association Healthcare Provider CPR.

2. Patroller 101
 - a. Risk Management
 - b. Ski & Toboggan (S&T) training and Evaluation
 - c. Scene Management / Incident Command and On the Hill First Aid Skills
 - d. Rope and Belaying Skills and Low Angle Rescue
 - e. NSP, Ski area management and the role of the patroller
 - f. Guest Service
 - g. Lift Evacuation (Refresher Weekend)
 - h. Radio and 911 Protocol
 - i. Base Aid Room
 - j. Accident Forms and Reporting Procedures
 - k. Specialized First Aid Equipment
 - l. Sled packing and location

C. COSTS TO THE CANDIDATE

Outdoor Emergency Care Class	\$114.00
American Heart Association CPR	18.00
Wisp/NSP Annual Dues	71.00
Ski Pack and materials	30.00 – 50.00
Ski Patroller Jacket	110.00
(estimated cost, Wisp covers other ½)*	

*Does not need to be purchased until a candidate becomes a patroller. The patrol provides candidate jackets for the candidates' use.

D. TRAINING

1. Outdoor Emergency Care (OEC)

The OEC course requires 80-100 hours of training time including lecture, indoor skills practice, and outdoor skills practice). The lecture portion of OEC training occurs in a classroom setting with “hands-on” practice on the hill to cover all aspects of rendering first aid at a patroller level. Normally it encompasses 13-16 sessions, followed by a written and practical test. You may not miss more than two sessions of the course; any more than two must be made up at the discretion of the Instructor of Record. All candidates must read the assigned chapters, complete the workbook, and complete online quizzes.

Maryland law mandates a state-regulated certification for all persons rendering emergency medical services in the State of Maryland on a regular basis; therefore, all members of the Wisp Ski Patrol must be Maryland First Responders or other licensed healthcare professionals covered by the statute. The First Responder written and practical evaluation is held concurrently with the OEC evaluation. **Prior to earning a Maryland First Responder Certification, Candidates are not to lead any incident or render aid unless a patroller is present.**

2. **Training Schedule**

Ski & Toboggan (S&T) and Outdoor Emergency Care (OEC) are the two main focuses for the candidate training. The Training committee will usually hold evaluations for both towards the end of the season, depending on weather and the candidates' progress.

S&T training is scheduled most Tuesdays (6:30 to 8:30 PM), Saturdays & Sundays (9 to 11 AM; 8am start time during First Tracks). Candidates and instructors will meet at the top of "The Face" promptly at the designated time, unless directed otherwise. You must be "booted up" and on time for these training sessions. If you are more than 15 minutes late, you will not be permitted to join the training session and will not get credit for the training session. The first several S&T training clinics will address ski skills. It is important to attend a minimum number of these sessions before beginning toboggan training. A member of the S&T training committee must authorize you to begin working with toboggans. If you wish to participate in the final evaluation at the end of the season, you must complete a minimum of 12 sessions and obtain approval from the S&T committee. If the Committee does not feel you are capable of passing the evaluation, you will not be invited to participate.

On the Hill OEC training will be scheduled for most Wednesdays (6:30 – 8:30 PM) and Sundays (1-4PM). Instructors and candidates will meet promptly at the designated time at the peak during the week and at the Bull Pen on the weekends, unless directed otherwise. On-the-hill sessions will involve practical training. This practical training will involve first aid scenarios outside in the winter environment. In order to be considered for participation in the final evaluation at the end of the season, the candidate must complete a minimum of 12 sessions and obtain approval from the OEC Committee. If the Committee does not feel a candidate is capable of passing the evaluation, the candidate will not be invited to participate.

The training regulations listed above are guidelines and can be modified at the training committee's discretion due to a variety of individual situations such as weather, an individual candidate's entry skill level and progress, etc.

Eastern section candidates are expected to put in a full day when they are on the mountain and should be booted up and signed in by 8:30 am and staying until 5 pm. Western Section candidates participating in training on the weekends must check in with the Hill Leader of the day before leaving early, etc.

Other Patroller 101 requirements will be covered during training sessions throughout the season. Each candidate will be issued a Candidate Tracking Card and once all criteria have been successfully completed, the trainee will be eligible to be considered a Wisp Patroller.

3. **Annual Fall Weekend Refresher**

Once you complete an OEC course and have been registered with the NSP, you are required to attend the two day Fall Refresher for OEC, CPR, Lift Evacuation and general on-the-hill first aid skills refresher each year. This is usually scheduled in late October or early November at the Wisp Ski Resort. Candidates will complete the lift evacuation portion on Saturday as well as helping out as victims for the OEC scenarios on both days. The Sunday portion of the refresher weekend is the OEC refresher. The candidate will gain experience by participating. If you cannot attend the refresher at Wisp resort, this refresher is scheduled for other ski areas in our region on different dates. The patroller or second year candidate must complete one of these refreshers annually in order to keep their OEC and Maryland First Responder status current.

4. **Roster & Proof of Attendance**

Each Candidate will be given a Candidate Tracking Card at the beginning of the ski season. It is the candidate's responsibility to have the trainer in charge of the session initial the card for the current session. If the session is not signed off that particular day, the candidate may have to repeat the session.

5. **Test Dates for S&T and OEC**

Evaluation dates will be finalized before January 31 each year. After this date the test can only be changed due to snow conditions or by the Ski Patrol director.

6. **Problems and Communication**

All problems with regard to training or personnel issues should follow the chain of command. Candidates should first speak with the Candidate Mentor who will attempt to resolve the issue. In the event the Candidate Mentor is unable to resolve the issue, the Candidate Mentor will advocate for the Candidate with the Committee Chair for training and so forth. Monthly meetings will be held with the candidates and patrol leaders to address training problems, and a monthly training newsletter will be distributed to all candidates and instructors. An open door policy is expected so problems can be eliminated in a timely manner. Candidates and instructors will have their email addresses on the Wisp Ski Patrol website.

7. **Scheduled Shifts**

Candidates are required to attend a minimum of 12 S&T and 12 "On the Hill" OEC Clinics throughout the season. Candidates will be paired with a patroller on Saturday afternoons as part of the mentoring program. Further participation is encouraged. Candidates will be scheduled 14 shifts similar to patrollers. Candidates must contact the patrol (volunteer hill leader and candidate mentor) if they cannot attend a scheduled weekend. Candidates will be required to make up missed dates. Candidates are welcome to practice their skiing/riding skills on unscheduled days but they must check in with the paid patroller or volunteer patroller in charge upon arrival. Once a candidate has completed some OEC training, he or she may assist with some actual accidents on the hill. The Patrol Director will determine to what extent candidates may participate.

Until they are certified Maryland First Responders, candidates cannot act to lead ANY incident, and cannot render aid unless another Patroller is present and accepts the lead on the incident. Candidates may, however, assist as directed.

E. **EXPECTATIONS**

Candidates will be expected to wear the candidate jackets provided to them by the patrol, especially on weekends, so that the skiing public understands why they are jumping line when using the ski patrol/ski school line. Candidates shall not use this line unless they are with a patroller.

Candidates should keep in mind that the Wisp Ski Patrol is a volunteer staffed, self-sustaining organization. Candidates will attend sessions led by a variety of instructors with different teaching styles. This may lead to some confusion on proper techniques or the progression of the training. When these problems arise, communication is the best way to clarify and minimize any such problems. Please do not hesitate to talk to a member of the training staff, Candidate Mentor, Patrol Leaders or the Patrol Director when you have any questions or concerns.

Candidates should also be aware and appreciative of the time and effort put forth by our volunteer training staff. Before they begin training candidates, they must spend considerable time at various training sessions to become and remain evaluators. Their role as evaluators will sometimes place them in difficult positions and candidates need to appreciate the qualifications that these trainers bring to this program. We are blessed to have an excellent cadre of trainers who have been very generous of their free time to help create this highly proficient and skilled patrol.

Over the course of the candidate training, a candidate will be placed in a variety of situations, including varied terrain and surface conditions, and will be asked to learn and perform a variety of activities. If you fear injury or do not think you are capable of performing an activity, you may refrain from taking part in that portion of the program at that time. You should immediately express your concerns to patrol leadership or the instructor in charge, so they can take the appropriate measures.

This is a two-year program. You may not be invited to participate in the final evaluation this year for S&T and/or OEC. If you do participate in the final evaluation but are not given passing marks for all skills, you will most likely be able to work with a trainer the following season and pass these skills without completing another formal evaluation.

Thank you for taking part in our training program. At its completion you will be able to take great pride in your growth, new knowledge and new achievements.

Appendix A. S&T Evaluation

A. S&T EVALUATION REQUIREMENTS FOR SKIING CANDIDATES

Both Basic Patroller and Senior Patroller requirements are discussed for comparison. A 5 out of 10 rating is required for all portions of the examination for the candidate to become a Basic Patroller, 6 for Senior Patroller ranking.

For all requirements body position, speed control, edging, balance, rotation, use of poles and general impression are graded.

1. **Snow Plow** – A minimum of 4 direction changes with a straight section are necessary for Basic and 6 for Senior. The Basic Patroller should be able to Snow plow the top half of The Face, Squirrel and Main Street trails. Depending on snow conditions, the Senior Patroller may be asked to perform on steeper terrain.
2. **Side Slip** – A minimum of 4 direction changes are necessary for basic and 6 for senior. The course should be set up for forward, backward and side direction changes and demonstrated on both sides. The Basic Patroller should be able to side slip The Face in a set course. The Senior Patroller should be able to side slip The Face through the bumps in a tighter course than the Basic Patroller.
3. **Transition** – The Basic Patroller should be able to transition any part of Squirrel Cage with the Senior Patroller any part of The Face.
4. **Kick Turns** – The Basic Patroller should be able to perform kick turns on both sides on The Face with the candidate choosing the location. The Senior Patroller must perform on the location as determined by the examiner. Both can use poles for stability and balance.
5. **Carved Turns** – This should be performed on a smooth trail for the Basic Patroller and anywhere for the senior including through bumps.
6. **Controlled Course** – The Basic Patroller should be able to ski any trail in a 2-3 ski width manner in a controlled, stable manner to simulate opening a trail or looking for a victim. The Senior Patroller should be able to ski within 2 ski lengths. Snow conditions could cause these lengths to be adjusted.
7. **Unloaded Toboggan Maneuvering** – The Basic Patroller should be able to maneuver an unloaded sled on any slope in a safe manner on the mountain. The Basic Patroller can use side slip as needed but should use ski techniques as able. The Senior Patroller should be able to use ski techniques a majority of the time and ski any slope as directed by the instructors.

8. **Loaded Toboggan Maneuvering** – Both the front and tailing positions must be demonstrated using a real person in the sled. The sled must be driven in a manner suitable for a seriously injured patient on any slope on the mountain. Use of proper braking techniques must be demonstrated as needed for the snow conditions present. Communication between the front and tail position must be demonstrated. The front person may ride inside or outside the handles as determined by the candidate, but the choice of inside/outside should be guided appropriately by the snow and slope conditions. Rope management and position relative to the front position and the sled must be demonstrated.

B. S&T EVALUATION REQUIREMENTS FOR SNOWBOARD CANDIDATES

Both Basic Patroller and senior requirements are discussed for comparison. A 5 out of 10 rating is required for all portions of the examination for the candidate to become a Basic Patroller, 6 for Senior ranking.

For all requirements body position, speed control, edging, balance, rotation, and general impression are graded.

1. **Falling Leaf (also known as side slip)**– Falling leaf is a comprehensive term that names the skill used by a snowboard patroller to maneuver down and across a steep slope using only one edge of the board. The patroller can slide downhill on either a heel-edge or toe-edge, and then use both tips of the snowboard to move left or right across the hill without changing to the other edge. That is, both forward and fakie directions are used. The test consists of a slalom course set by the examiners. A minimum of 4 direction changes are necessary for basic and 6 for senior; a senior-level rider will also be able to change direction more quickly than a basic-level rider. The course will be set up so that the candidate demonstrates forward, backward and side direction changes, run on both heel-edges and toe-edges. The Basic Patroller should be able to side slip The Face in a set course. The Senior Patroller should be able to side slip the Face through the bumps in a tighter course than the Basic Patroller. Note that the falling leaf is used for both static and dynamic direction changes for the snowboard patroller, playing the role of the skier's kick turn, sideslip, and transition turn.

2. **Skidded Zero-radius Turns** – The Basic Patroller will be able to turn from a heel to a toe edge in less than two board-lengths. The Senior Patroller will be able to do the same in less than one board-length. Hopped turns are acceptable. The intent of the zero-radius turn is to change from a toe to heel edge (or vice-versa) rapidly and without losing much altitude. The turn is also used for control in bumps.

3. **Carved Turns** – This should be performed on a smooth, groomed trail for the Basic Patroller and rougher, icier trails for senior level patrollers. Carved turns are not required in bumps.

4. **Controlled Course** – The Basic Patroller should be able to ride any trail in a 3-4 board-width manner in a controlled stable manner to simulate opening a trail or looking for a victim. The Senior Patroller should be able to ride within 2 board lengths. Snow conditions could cause these lengths to be adjusted.

5. **Unloaded Toboggan Maneuvering** – The Basic Patroller should be able to maneuver an unloaded sled on any slope in a safe manner on the mountain. The Basic Patroller can use sideslip as needed but should use standard riding techniques as able. The Senior Patroller should be able to use standard riding techniques a majority of the time and ride any slope as directed by the instructors.

6. **Loaded Toboggan Maneuvering** – Both the front and tail positions must be demonstrated while carrying a person in the sled. The sled must be directed in a manner suitable for a seriously injured patient on any slope on the mountain. Use of proper braking techniques must be demonstrated as needed for the snow conditions present. The front person may ride inside or outside the handles as determined by the candidate, but the choice of inside/outside should be guided appropriately by the snow and slope conditions. Demonstrate communication between the front and tail position. Rope management and position relative to the front position and the sled must be demonstrated.

C. **S&T EXAM NOTES**

Candidates will always view a given skill demonstrated at the Basic Patroller level before being asked to perform the skill. Whenever possible, a snowboard and a skiing patroller will be included in the evaluation of respective candidates and will serve to demonstrate the expected level of performance of a given skill.

At the time of the examination, the examiners will take into account the day's snow conditions, and adjust expectations accordingly.

Appendix B. OEC Evaluation

OEC EVALUATION REQUIREMENTS FOR CANDIDATES

The OEC classroom evaluation (held indoors) consists of scenarios as provided by the National Ski Patrol. All the problems will be scored in accordance with the National Ski Patrol standards. All problems will be performed in pairs of two candidates. Each candidate will lead two scenarios and assist on at least two scenarios. This evaluation will also serve as the practical evaluation for Maryland First Responder.

The OEC classroom evaluation will also contain two written exams. One will be for OEC certification and the other will be for First Responder certification.

Once you successfully pass the exams and evaluations you will get a card certifying you as a First Responder in the state of Maryland and you will then legally be able to assist with incidents. This card usually takes 3 weeks to get after the evaluation is passed. You will also receive a card certifying you as an OEC technician.

For the Basic Patroller on-the-hill evaluation (held outdoors), each candidate will perform, as a leader, all splinting skills and assessments (medical and trauma)

The candidate must receive a passing grade on each scenario. Candidates must successfully complete the scenario in accordance with all Critical Performance Indicators and skill requirements of the particular problem. Candidates will be provided with copies of the evaluation forms in advance of the evaluation. Those evaluation forms are similar to those that follow.