



Standard Operating Procedure

Advanced Resuscitation Procedure

SLSSNB Award Procedure

Date: August 2008

Scope Clubs, Chief Training Officers, Trainers and Assessors

Purpose To ensure the appropriate procedure is followed for the Advanced Resuscitation Certificate Award within Sydney Northern Beaches

Introduction: The following is the procedure for the Assessment of the Advanced Resuscitation Certificate within Sydney Northern Beaches Branch.

Review: To be reviewed annually by the Board of Education and Assessment prior to the commencement of the season.

Change History: Created 27/08/08
Reviewed 18/09/09

Course Enrolment:

Candidates undertake training in Advanced Resuscitation within their Club. This should be conducted by an endorsed ARC trainer.

Course Attendance:

Candidates will be sent confirmation of their booking into the course by the Club and a letter outlining any special requirements for the course and links to the Academy Handbook and other training resources. If they have not already done so, candidates will need to fill in a Training Enrolment Form at the beginning of the first session and must ensure that their names are on the attendance record for each training session they attend. Candidates need to be in attendance for the majority of sessions of the course.

Assessment:

Candidates will be assessed at an assessment at a Central location within Sydney Northern Beaches.

Each Squad presenting for assessment is required to have at least:

- 1 Training Officer (present for the entire assessment)
- 1 manikin with spare faces and bags (ratio 1:6 candidates)
- 1 oxygen unit with oxygen in bottle and at least 1/3 full (ratio 1: 6 candidates)
- 1 live patient whom is able to lie on the floor.
- Each candidate will be required to bring their own rescue mask with a one way valve.
- A fully completed Workbook and Assessment Portfolio must be presented for each candidate before they will be allowed to proceed for assessment.

Assessment Process:

1. Written Paper/Theory station:

Requires a pass mark of 17 or more out of 20 questions (must bring own pen)

2. 14B Assessment Checklist to be completed with candidates name, club etc.

3. Oxygen equipment station:

The Candidate must be able to:

Identify name and demonstrate the use of each item in the oxygen unit.

Demonstrate how to setup the oxygen unit for resuscitation and therapy.

Demonstrate how to close down the oxygen unit after use.

Correctly assemble the BMV

Conduct the BMV checks with confidence

Correctly turn Oxygen on and demonstrate how to purge BMV

Correctly demonstrate how to hold and use the BVM for Adult / Child

4. CPR station: 1 and 2 person

Candidates must demonstrate:

- **1 person CPR**

Knowledge of Danger

How to conduct a Response check

Squeeze shoulder for adult/child, tap foot for infant

Knowledge of calling for help 000 or surf com

Airway check

Correct Breathing check – ear 5cm from mouth

If Breathing - correct 1 person roll onto side (live patient)

Knowledge of what a sign of life is - ie cough/breathing (a gasp is not a sign of life)

Not Breathing and no signs of life

Perform 1 person CPR

Mouth to Mouth (if not bronze proficient)

Mouth to Mask (using own mask from side)

Demonstrate CPR for Adult and Child

- **2 Person CPR**

Introduction of self

Ensure help has been called and is on the way – or instigate action if not

Count compressions out loud

Rescue breaths administered mouth to mask using jaw support or jaw thrust

Changeover time for operators in less than 4 sec

Changeover ECC operator every 2 minutes

Candidate will be deemed competent if they can demonstrate they have a good understanding of the mechanics of CPR – correct hand placement using the “centre of the chest” and inflating the chest only till the chest rises and completing the correct number of compressions / breaths in the appropriate time

Assessors will be looking at:

Hand position during compressions and ventilations

Finger position during compressions and ventilation

Grip of fingers during compressions and ventilations

Depth of compression during compressions and ventilations

Allowance of full chest recoil during compressions and ventilations

Rate of compressions and consistency

Correct seal with mask

Proper use of different mask hand positions

Proper ventilation mask to mouth

5. Use of Airbag with 2 rescue breaths

Candidates must be able to demonstrate:

Correct position to hold mask in place using jaw thrust and or jaw lift

Able to apply jaw thrust appropriately

Correct hand position to squeeze Bag

Correct time deflation of bag 1 -1.5 seconds

Correct inflation of chest – stopping when chest starts to rise

Demonstrate for both Adult and Child

6. OP Airway station: 1 – 2 candidates

Each candidate must be able to demonstrate

Knowledge of sizing OP airway

Lubrication of airway

Position patient can be in for an OP airway to be inserted.

Insertion of OP airway into manikin

Removal of OP airway from manikin

Use of Airbag with lungs expanding on airway manikin

7. Resuscitation station: 3 – 4 candidates

Each candidate must be able to demonstrate:

Correct positions with 3 – 4 persons
Team Work
Introduction of self if ARC holder
Introduction of mask as soon as possible
Introduction of O2 ASAP (can place tubing under mask while putting together Airbag)
O2 turned on and correctly attached to Airbag
Purge of Airbag
Ventilation of patient
Introduction of OP airway
Correct mask seal – NO MOUTH TO MOUTH
Correct use of Airbag
Extension hose straight if using extension hose (optional)
Relief of ECC operator every 2 minutes
Correct roll over procedure for vomiting
Appropriate removal of OP airway
Correct use of Oxygen for therapy / resuscitation
Correct application of therapy mask with O2 on before introduction

8. Scenario station: 3 – 4 candidates

The candidates will demonstrate a comprehensive knowledge of the use of oxygen and the management of a patient in a scenario situation:

Emphasis will be placed on the team's overall ability to:

Work as a team
Clear communication of what they are doing
Identify any Danger and remove and make safe
Correct Response check
Correct call for help if required
Use of oxygen equipment correctly – oxygen must be turned on
Correct patient placement (including the movement of patient if required)
Demonstrate correct patient management including reassurance
Handover/Changeover information notes etc.
Involving all team members in the rescue
Overall effectiveness of use and application of advanced resuscitation equipment & resources available

Paperwork to be returned to the Branch Office:

The Assessor in Charge or their representative is responsible for returning all equipment and paperwork back to the SNB Branch Office at the completion of the assessment. The following paperwork is required to process this award:

- Training Enrolment Forms for each candidate.
- A copy of the attendance record for the course.
- Answer sheets for the theory component of the assessment

- Assessment Workcards for the relevant course fully completed with all sections dated and signed as competent. (if applicable)
- Training Course Report with candidates name and Club and signed by the facilitator of the course.
- Participant Evaluation Forms for each candidate – these need to be enclosed in the sealed envelope provided.
- Once all completed paperwork is received, the awards will be processed on Surfguard by the SNB Branch Office.
- Awards are returned to the Branch Office to be collected by Clubs.

More Information can be obtained by contacting the Director of Education and Assessment or the SNB Branch Office