

2016

NATIONAL FIRE/EMERGENCY SERVICES EXPLORING CONFERENCE



Northern Arizona University
Flagstaff, AZ
July 18 – 22, 2016

CONFERENCE CODE OF CONDUCT

1. The post adult leadership (Explorer Advisors and youth leadership) will be responsible for maintaining discipline, security, and the conference code of conduct.
 2. Explorers will set good examples by keeping themselves neatly dressed and presentable. (Individual post identifying items are encouraged.) A post uniform is encouraged as the seminars are “hands on” emergency service skill stations. **Getting sweaty and dirty are requirements.** Long pants are required for any live fire, rapid intervention team, high angle – trench – grain bin – confined space – structural collapse rescue, or hazardous materials drills. Knee pads are also recommended.
 3. Explorers are expected to attend all scheduled sessions and will sign up for special sessions and activities as required.
 4. In consideration of other conference participants, Explorers should be in their rooms and quiet from 11 p.m. until 6 a.m., unless otherwise directed by the conference program. No male Explorers are allowed at any time in female Explorers' housing areas or vice versa. These policies will be strictly enforced.
 5. Participants are urged to use their personal vehicles as little as possible while attending the conference, from the points of view of both safety and personal expense. Traffic is congested and all necessary transportation for the conference will be provided by the conference transportation committee.
 6. Explorers will be responsible for keeping their rooms locked and reasonably clean and neat. They are expected to adhere to all Northern Arizona University policies and regulations and do their share to prevent littering of University and grounds.
 7. The purchase, possession, and consumption of alcoholic beverages or illegal drugs by youth or adult participants are not permitted. This standard applies to *all* participants, both youth and adult.
 8. Gambling in any form is not permitted.
 9. Possession of firearms or fireworks by adults or youth is prohibited.
 10. Explorers will demonstrate respect for Northern Arizona University property and be personally responsible for cleanliness and any loss, breakage, or theft of property.
 11. Northern Arizona University, Exploring, nor Learning for Life will be responsible for the loss, breakage, or theft of personal items. Explorers will keep their rooms locked at all times and will keep items of value in a safe place.
 12. The post or contingent must obtain a Tour and Activity plan and submit it to their local office within one month of the trip.
 13. Advisors and Explorers will be guided by the department's code of conduct and code of ethics and will obey all local and state laws.
 14. Serious violations of this code may result in expulsion, at the participant's own expense, from the conference. All decisions will be final.
- The weather in the High Desert could be warm and humid during the day and colder and windy at night. All activities are outside and require some physical effort. Consumption of water at each session is required. Again: Dress for warm weather during the day and colder in evenings.

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SECTION I

INTRODUCTION

History and Leadership

The National Fire/Emergency Services Exploring Committee first considered the possibility of developing a National event that would be open to all fire/emergency services Explorers and Advisors. Garry Briese, executive director of the U.S. Fire Administration, served as the conference first chairman for both the 2001 and 2003 conferences. Director Les Bunte, Emergency Services Training Institute, College Station, Texas, served as the conference chairman in 2005 and chairman for the 2007 conference was Director Richard Jaehne, Illinois Fire Service Institute, Champaign, Illinois.

After some time off, with help from Exploring Director Bill Taylor, the Conference was brought back to life as a co-program with the Law Enforcement Conferences. In 2012 in Fort Collins, Col. and again in 2014 in Bloomington, Indiana; Batt: Chief John Madson & Lt Keith Wyatt from the Washington State of Future FF. (WAFF) co-chaired the conferences. The 2016 conference and programs should be bigger and better than ever and we will have our own "Stand-Alone" Conference with just Fire & Emergency Services programs.

Objectives

The objectives of the 2016 National Fire/Emergency Services Exploring Conference is to:

1. Provide an opportunity to substantially enrich the program of each Fire/Emergency Services post.
2. Help create new Fire/Emergency Services posts.
3. Enhance the level of officer and Advisor performance within existing Fire/Emergency Services posts.
4. Promote an exchange of successful post program ideas.
5. Encourage posts to incorporate the five emphasis areas (career, service, leadership, life skills, and character education) into their post program planning.
6. Create a positive climate for federal fire/emergency services agencies and national fire/emergency services associations to become familiar with Fire/Emergency Services Exploring.
7. Provide Fire/Emergency Services Explorers with a format for career and educational exploration.
8. Give Explorers an opportunity for recreational and social activities, and for having fun.
9. Remember those that gave the ultimate sacrifice to ensure the personal safety of every American.
10. To Provide a friendly competition environment amongst programs/post from across the Country.

SECTION II

ADMINISTRATION AND SUPPORT SERVICES

Registration Information and Procedures

Website and e-Mail

The Conference Guidebook can be found on the only official Fire/Emergency Services web page, at <http://exploring.learningforlife.org/services/career-exploring/fire-service/2016-conference/>

Advisors can call 972-580-2418 to locate the local Learning for Life office. You will be provided with the address and telephone number of the Learning for Life office nearest you.

Conference inquiries can be answered through our e-mail address, which is nfeec@lflmail.org.

Who Can Register?

All Fire/Emergency Services Explorers and adults registered with Learning for Life are eligible to attend the conference. Each Post attending the conference must have at least two Explorers and a minimum of two adult leaders (i.e., two-deep Leadership), both of whom must be at least 21 years of age. Posts with coed delegations must have at least one male and one female adult leader. Post Advisors should review the Learning for Life Safety First Guidelines, available on the website, for further information regarding adult leadership specifications for outings and trips. All posts must be currently registered through Learning for Life including all youth and adults.

The attendance capacity for each national conference is dictated by availability of housing and facilities at the host venue. The attendance limit for each conference is usually achieved very quickly following the opening of the registration period; therefore, Posts are strongly encouraged to register for the conference as soon as possible. Registration for the conference is on a first-come, first-served basis; registrations will not be accepted once conference capacity has been attained.

The primary Advisor of each post are requested to carefully complete all online conference registration, an incomplete online registration or inaccurate information will delay processing and may result in a Post not being registered in time to attend the conference. All conference information (Guidebook, factsheet, etc.) can be found on <http://exploring.learningforlife.org/services/career-exploring/fire-service/2016-conference/>. In the event there is a substitution for the primary Advisor listed on the online registration form it is the responsibility of the new primary Advisor of the Post

to log on to the official Fire/Emergency Services web page, <http://exploring.learningforlife.org/services/career-exploring/fire-service/2016-conference/>, and click on the [Change Form](#) using the registration code provided in the confirmation email that was received when the initial registration took place or notify the national office, via phone call (972-580-2418) or use the conference e-mail address (nfeec@lflmail.org), and provide the name and contact information for the new Advisor.

Fee Schedule and Payment Terms

A non-refundable Post reservation deposit of \$150 and a \$50.00 non-refundable individual deposit is required to initiate the registration process for the conference. Both non-refundable deposits should be paid online and are due by **April 22, 2016**. The individual deposits will be applied to the full conference fee of \$375.00 for those Explorers and Advisors who are attending the conference. If an Explorer or Advisor is not able to attend the conference and a replacement cannot be found, their deposit is non-refundable and cannot be applied to the conference balance.

Participant Fee

The individual participant fee for each Explorer and adult attending the conference is \$375.00 and includes program costs, lodging for four nights, and 12 meals beginning with lunch on Monday and ending with breakfast on Friday.

The balance (\$325.00 per person) of the participant fee with a completed individual Youth and Adult online registration, must be completed by May 16, 2016.

Cancellation and Refund Policy

It is understood that unforeseen events may prevent an individual from attending the conference; however, such situations must be balanced against contractual and financial obligations with the host venue facility as well as administrative costs incurred by Learning for Life/Fire/Emergency Services Exploring. Therefore, all cancellations and requests for refunds must be made in writing (by e-mail or mail service) and received by the Conference Registrar no later than **30 days** prior to the first day of the conference to receive a full refund (minus the non-refundable \$50.00 individual deposit, the \$150.00 Post deposit, and an administrative fee of \$50.00). Any refund request received fewer than 30 days prior to the start of the conference will receive a 50% registration fee refund (minus the \$50.00 non-

refundable individual deposit, the \$150.00 Post deposit, and an administrative fee of \$50.00). Any refund request received on or after the first day of the conference will not be considered unless such cancellation is due to a death in the family, serious illness or other extraordinary circumstance and will result in a full refund (minus the non-refundable \$50.00 individual deposit, the \$150.00 Post deposit, and an administrative fee of \$50.00). Refunds will be processed and sent within six weeks after the conference has concluded.

Transfer (Substitution) Policy

Following the conference registration deadline and payment of all fees, but no later than on or before June 10, an individual may request, at no additional cost, that his/her paid registration be transferred to another person eligible to attend the conference. The person to whom the registration is transferred must be from the same Post and of the same gender and category (i.e., a same gender Explorer replaces an Explorer and a same gender adult replaces an adult) because of prearranged lodging restrictions. Such request must be made by the Post Advisor via e-mail, followed by a telephone call, to the Conference Registrar. All required online registration must be completed for the person to whom the registration is transferred by June 10. The substitute must be eligible to attend the conference and the Advisor must have all required online registration completed and the administrative fee ready for submission to the conference registration office. Any transfer of registration that is necessary after June 10 will have to be facilitated with the conference registrar by the Advisor and a \$50.00 administrative fee will be imposed.

Deposits and/or reservations cannot be accepted after the conference housing has reached its capacity.

The process for transmittal of participant payments will be included in your confirmation packet.

Confirmation of Participation

Posts will receive an email confirmation from the online registration site. All online registration must be completed by June 13. Registration is not complete until payment is received in the office.

Security, Communications, and Health Services

A conference security/health office will be located on campus to serve you.

Northern Arizona University regulations and city ordinances require that buildings be evacuated when fire alarms are activated. Failure to evacuate when directed may result in criminal prosecution.

Warning: People who willfully activate a fire alarm without justification will be arrested and prosecuted to the fullest extent of the law.

Emergency phone numbers are in Section IV for family members of conference participants: Only family members with family emergencies should use these numbers.

ACCOMMODATIONS

The Northern Arizona University

Campus

Located in scenic northern Arizona, Flagstaff is home to Northern Arizona University (NAU). Flagstaff—or “Flag” as the locals call it—is a mountain town located 7,000 feet above sea level at the base of the San Francisco Peaks and is surrounded by the largest Ponderosa pine forest in the world. Flagstaff is approximately a 2.5 hour drive from Phoenix International Airport. The beautiful NAU campus is an ideal location for the conference and situated close to many scenic attractions.

Meals

All meals will be served on campus beginning with lunch on Monday, **July 18**, and ending with breakfast on Friday, **July 22**. Meal credentials will be issued during registration.

Kosher, Halal or other special dietary requirement meals are available and may require an additional cost above the conference registration fee. Special meal requests must be noted on the online Conference Housing Roster and submitted by indicated due date

Lodging

Conference participants will be housed in university dorm rooms and issued a pillow, linens and a blanket. When possible, participants will be housed by Post. Due to recent changes in national youth protection standards youth 17 and under, 18-20 year olds and 21+ year olds will be roomed together in separate accommodations with a roommate of the **same gender**. Any vacant beds following assignment of

dormitory rooms to members of a Post may be filled with a like age/same gender member of another Post. The university conference representatives will make dormitory assignments based on the housing requests submitted during the online registration process. Posts cannot be assured of being housed in the same dormitory if the requests are not submitted by June 13.

Each Advisor will be asked to complete a room status and inventory form upon check-in and at check-out of the dormitory facilities assigned to his/her Post. Any damage, missing items or other problems with dormitory rooms assigned to a Post must be reported on this form, both upon arrival and at departure. Posts will be financially responsible for any loss from or damage to assigned dormitory rooms.

Keys for dormitory rooms will be issued by university residence hall personnel and must be returned by the Post Advisor upon check-out. Posts will be responsible for any fee imposed by the University for a lost or missing key. It is strongly recommended that each Advisor request and retain a receipt for keys returned to residence hall personnel.

Early Arrival

Due to commercial transportation schedules, travel distance by personal vehicles and other considerations some Posts may find it necessary to arrive in Flagstaff the day before the conference begins. Northern Arizona University, for an additional fee of \$65 per person, will have a limited amount of dormitory rooms available to conference participants arriving on Sunday, July 17, 2016. No dormitory rooms will be available before this date or following the last day of the conference. Every effort will be made to house early arrivals in the same rooms to which they will be assigned during the conference; however, this cannot be guaranteed and relocation to rooms in a different residence hall may be required on the first day of the conference. Rooms for early arrivals must be reserved in advance by submitting the request and paying the early arrival fee(s) during the online registration process.

Parking

Parking on campus is limited and primarily by permit with some parking meters. The university strictly enforces permit parking areas and designated no-parking zones. Individuals are responsible for any and all parking fees and fines they may incur before, during and after the conference.

Special Accommodations/ People with Disabilities

Northern Arizona University campus buildings and facilities are almost all accessible to individuals with disabilities. Requests for any special needs or accommodations must be noted during the online registration process and may entail additional costs.

PROCEDURES AND RULES

Adult Leadership

All posts must have adult leaders 21 years of age or older who are approved by their local Learning for Life office, and having completed the Youth Protection training.

All posts must meet the two-deep leadership requirements set by Learning for Life. Coed posts must have a minimum of one male and one female adult leader 21 years of age or older in attendance at the conference. Posts with only male members must have at least one male Advisor. Posts with only female members must have at least one female Advisor.

These adult leaders must remain on campus while assuming full responsibility for the health, safety, and conduct of their Explorers. The leaders will be expected to handle matters referred to them by the conference committee.

Adult leaders will be accountable for their personal conduct and example. Violations of the conference code of conduct will result in immediate communication with a "home-based supervisor" (Chief/Admin). Serious infractions of rules, regulations, and ordinances will result in immediate removal from the conference.

Medical Health/Consent Form

All conference participants are required to submit a copy of a completed Learning for Life Medical Form (No. 680-024, available in the appendix of this guidebook and on conference website) during check-in upon arrival at the conference. The parent or legal guardian for participants under 18 years of age must sign this form, which also provides consent to the adult leader to authorize emergency medical services for an Explorer. A physician must sign the medical form within one year of the first day of the conference. Adult leaders and Explorers should consider having the exam performed in conjunction with a work, school or sports physical exam. **Adult leaders should retain the original form for each Explorer in their care, as some medical facilities will not accept a copy of the signed form for emergency consent purposes. All participants, youth**

and adult, must bring the original form and a copy of their LFL medical form (No. 680-024) signed by a certified and licensed health-care provider—physician (MD or DO), nurse practitioner, or physician assistant, and submitted during check-in upon arrival at the conference.

Attire and Uniform Regulations

Post uniforms are the appropriate attire. Daytime dress for the conference is generally casual; however, we must keep in mind that members of the media will be on hand during the week. Daytime attire may include shorts and T-shirts.

Explorers participating in team competition are asked to compete in uniform. Turn-out gear (boots, pants, coat, helmet, gloves, and hood) should be brought by participants for competition and the numerous “hands on” seminars. TSA will not allow SCBA cylinders on board an aircraft. **The Committee will provide Scott 2.2 or 4.5 SCBA's & Cylinders will be the likely available units. MSA and Survivair will be sought but are not a guarantee. These can be checked out for events.**

Conference After-Action Evaluation

The planning and production of a national conference involves a tremendous amount of time and effort on the part of the conference steering committee and a large cadre of professionals and volunteers. The goal of every conference is to provide a once-in-a-lifetime experience for Explorers and their adult leaders. The conference committee hopes to meet that goal at the 2016 National Fire & Emergency Exploring Conference. Following the conference each Post is asked to complete the online Conference After-Action Evaluation.

ATTRACTIONS, TOURS AND TRANSPORTATION

Flagstaff is approximately 150 miles (about a 2.5 hour drive) from the Phoenix Sky Harbor International Airport (PHX). PHX offers a wide-range of ground transportation services for travel between the airport and Flagstaff. You may visit the PHX ground transportation website at <https://skyharbor.com/transportationparking/regionalVansShuttlesBuses.htm> for information on transportation between the airport and Flagstaff via bus, shuttle or other service.

Tours and Attractions

There are many attractions in or near Flagstaff that may be of interest to conference participants. Group tours are often the most efficient and least expensive way to attractions in the area. The following websites provide information on attractions in Flagstaff, the surrounding area and in the State of Arizona:

www.flagstaffarizona.com
www.visitarizona.com

Attractions in or near Flagstaff that may be of interest to conference participants include Flagstaff's Heritage Square, the Lowell Observatory (one of the world's premier deep-space research sites), the Grand Canyon, Sedona's Oak Creek Canyon, and endless trails for hiking and mountain biking.

Fire Shop

We will have a store, the Fire Shop, opened during the conference. The Fire Shop will have plenty of merchandise for you to purchase and take home as conference souvenirs. The Shop will be opened on Monday, Tuesday, Wednesday, and Thursday. The times will be included in your conference packet.

Career Fair

The Career Fair is an exposition of local, state, and federal agencies, organizations, and corporations that have a significant story to tell Explorers with regard to career and organizational opportunities. Each participant will be able to ask questions of and interact directly with a corporate, governmental, or professional agency to assess their own career and life goals. The Career Fair will be open on Tuesday, Wednesday and Thursday, in room University-Union Havasupai C. Your Explorers are sure to enjoy this event. In addition, a number of demonstrations and static displays will be available.

SECTION III

COMPETITIONS AND SEMINARS

COMPETITION

Competition is divided into two categories: team and individual. *Events will be held on campus and at the local Flagstaff FD Training center.*

The purpose of the competition at the 2016 National Fire/Emergency Services Exploring Conference is to serve as a learning experience. The guidelines contained herein are intended to be used by posts to train their Explorers before the conference as part of the post program in the practical service subjects covered by the competition areas.

Team Competition Guidelines

- Advisors will be asked to assist with scoring/grading of events as needed, after orientation/briefings.
- Each team should be made up of four Explorers. Posts will determine their own team composition. Teams with less than four will have scores averaged in for scoring purposes.
- Teams may be created at the event (Mutual-aid) to establish the majority of the teams to be four member teams. Explorers will be placed in a pool to make up these teams.
- Most events are role playing scenarios
- Our goal is for all teams (Posts & Mutual-aid) to be able to compete in all eight team events. This will depend upon the number of participants.
- Individual Explorers may compete in individual events as they wish & time allows.
- Generally, each event will include a briefing, the scenario, and a scoring phase and may conclude with a critique of the event based on time and at the proctor's discretion.

- Advisors may observe the event & competition but not coach or council the teams during the exercise.
- Explorers competing in team events should wear their uniforms and protective gear. Note that turn-out gear is the only protective gear you will need to bring, that is, boots, pants, coat, helmet, fire gloves, and hood. **(Note: SCBA will be provided but you are welcome to ship your own if desired?)**
- EMS Posts that do not provide Firefighting PPE, can still participate but would be limited to the EMS activates and others events not requiring PPE.

Scoring and Awards

- Most events will be judged on an objective scale of 1 to 10.
- Score results will remain confidential until after the conference closing program, at which time the score sheets will be available to the post at a designated location.

TEAM EVENTS

There will be eight team events, each sponsored by an Agency/Advisor with expertise in the respective event subject. The events will be as follows:

1. CPR & AED
2. Spinal Immobilization & movement
3. Haz-Mat Recognition & Identification
4. Personal protective clothing & SCBA Relay
5. FF Search & Rescue
6. Make & Break
7. Firefighter combat challenge
8. Taking a Hydrant (Team relay)

Event: CPR and AED

Event: CPR & AED: The team of four will be judged on patient care with an unconscious manikin, for American heart association CPR standards and use of automatic external defibrillation (AED use). Grading will be on Teamwork, PT care, CPR standards & AED use. This is a timed event from CPR to first shock.

Event: Spinal Immobilization and Movement

Given a patient, perform an initial patient evaluation & treatment using a long backboard, cervical collar and straps. Place the patient on the long backboard, immobilize the patient and move the patient through a series of obstacles simulating movement to the ambulance. Team of four will be graded on Pt Care, Teamwork, movement of patient and time from on scene to transport.

Event: Haz-Mat R&I

Team of four will be given a scenario involving a chemical spill. The team will be first in and will be graded on proper Identification of chemical (Placard & DOT guide book use), identifying & setting up appropriate Isolation zones, team work, safety & calling for help, using proper radio communications. This is a timed event from on scene until isolation zones & Product ID are established.

Event: Personal Protective Clothing and SCBA Relay (2-Min drill)

A relay for speed in relay sequence: Each team member must bunker up (boots, pants, coat, gloves, hood, and helmet); properly put on the SCBA (type to be decided); walk the course; return to start; and continue the relay. Teams may furnish their own gear and SCBA. (Requires judge's approval to use) This is a timed event with penalties for any missing or inappropriate use of personal safety equipment & SCBA use. (See State FF Skill sheets)

Event: FF Search & Rescue

In full bunker gear and "on air" with an SCBA, the team must search a structure, locate the victim, and remove the victim. This event is judged on Team work, safety issues, and (Buddy System) communications. Timed

from entry to victim removal, Room will be filled with chemical smoke, flashlights ok, no TIC's.

Event: Make & Break

Four-person team relay race will be timed from first person who makes the hydrant to last person who flows water to knock down target. First person will make hydrant & all connections, then break them down, 2nd & 3rd will make & break connections except hydrant, last person (#4) makes connections and knocks down target when water called for as one of the team members charges the line. Timed event, scored on proper firefighting skills. Teamwork & any leaks. Helmet & Gloves minimum required.

Event: Firefighter Combat Challenge

This is a Four-person relay race involving taking a hydrant, charged line drag, victim drag, hose bundle up the stairs, forcible entry techniques, and hoisting. (See WAFF Skill sheets). Timed event & scored on proper skills & teamwork.

Event: Taking a Hydrant

Team relay race, each individual is timed as they properly & safely connect a supply line to a hydrant including a gate valve. Total time for all members is calculated minus any penalties for safety issues (See State Skill sheets).

INDIVIDUAL EVENTS

The purpose of individual events is, once again, to provide a learning experience for the participants. Some events involve head-on competition; others involve competing against a standard and do not result in an overall winner.

Individual events may include the following:

1. One-Person CPR
2. Candidate Physical Ability Test (Modified CPAT)
3. Written Examination (Entry level)
4. Incident Management on-line classes/Test (IMS 100 & 700)
5. Wildland fire shelter deployment
6. PPE & SCBA time (2-min drill)
7. Taking a Hydrant
8. Knot tying

Event: One-Person CPR

The individual will be judged/graded on proper CPR protocols (for 2-Minutes) from the American heart association, using a recording mannequin.

Event: CPAT (Modified)

The individual will be timed, thru a series of fire service events, including stair climb, equipment carry, hose & victim drags. Helmet, coat, gloves & SCBA will be worn.

Event: Written Examination

A 30 min exam will be based on Fire service entry level, award given for best score.

Event: IMS 100 & 700

Individuals will be offered the opportunity to take the IMS 100 & 700 course written test. Candidates should come prepared to take the exam. (There may be some time during the conference for group/individual study with internet on line access to the FEMA web site) This will require your Social Security #.

Event: Wildfire Shelter Deployment

Timed event to allow the competitor to remove the shelter from its storage bag and properly deploy the shelter to protect the user from wildfire burn-over. This event is graded on deployment site considerations, proper use and safety issues with deployment, (see NFS skill sheet)

Event: PPE and SCBA Donning (2-Min drill)

Timed event with penalties for any safety issues or improper donning (See skill sheet)

Event: Taking a Hydrant:

Individual timed minus any penalties for safety issues or improper connections & skills. (See skill sheet)

Event: Knot Tying:

The candidate will be asked to tie 4 out of 8-knots; these will be picked by you randomly as you flip over a "Knot Card" indicating what knot to tie. Each knot will be timed and penalties assessed for improper knot and skills.

Seminars/Advisors' Training

ON Line advisor training, Youth protection training Advisor round table, best practices, and session will be scheduled. More details to follow at the event.

PROGRAM ACTIVITIES

A Lifetime of Opportunity

In addition to competitive events, additional program opportunities will be provided, including dynamic seminars, career booth shows, volleyball tournaments, and leadership training. This section has information about all of these activities. Plan to take advantage of as many of these activities as possible. The opportunity comes around only once every two years and sometimes only once in the time a youth is an Explorer.

Recreation

A variety of recreational facilities will be available during the conference. Some activities require day use fee and age requirements.

Some physical education and athletics facilities will be available during the conference to participants when scheduled.

Dancing

Conference participants can attend a dance on Wednesday, July 20th.

Special Programs

Several activities will be presented on Thursday, July 21, including dramatic presentations and live demonstrations. Entertainment Night is on Wednesday, July 20. The closing program will be Thursday evening, July 21. The opening program will feature keynote presenters, and opening ceremonies on the 18th in the evening,

**SECTION IV
ADVISOR
CHECKLIST/FORMS**

2016 National Fire/Emergency Exploring Conference

<u>DEADLINE</u>	ITEM	NOTE
October 15, 2015 to April 22, 2016	<ul style="list-style-type: none"> ▶ Online Post Reservation Form ▶ Deposit of \$150 (paid online) 	Use online registration site to register your post and pay your deposits. Note: Post individual deposits are nonrefundable
April 22, 2016	▶ Individual Deposit of \$50 per person	Pay Individual deposits online with credit card, check, or PO. If sending a check please mail it to: PO Box 152079, Irving, TX, 75015-2079
May 16	▶ Balance of Registration fee due (\$375.00 fee per person)	Use online registration to pay final payments and pay your early arrival fees. Early arrival on July 17 includes Sunday dinner and Monday breakfast and lunch.
June 10	<ul style="list-style-type: none"> ▶ Cancellation and Refund Request ▶ Complete Learning for Life Tour and Activity Plan 	<p>Cancellation and Refund request, in writing, must be received on or before this date for full refund minus non-refundable individual deposit of \$50. See Cancellation and Refund Policy in this guidebook for information regarding requests made after June 13.</p> <p>File the Learning for Life Tour and Activity plan with your <u>local</u> Learning for Life office.</p>
June 13	<ul style="list-style-type: none"> ▶ Online Registration is CLOSED ▶ Youth and Adult online Registration for each participant must be completed ▶ Pre-Conference Lodging Online form and \$65.00 per person fees are due 	<p>All future changes must be addressed at the conference after June 13.</p> <p>Advisors must bring The LFL Medical Forms (original and a copy) to the Conference. The forms will be collected at the Health & Safety table at check-in.</p>
Conference Begins! July 18	▶ Arrival at Northern Arizona University	Posts should plan on arriving by 2:00 p.m. in order to allow sufficient time to check in, get situated, and oriented prior to the opening show. The Advisor must provide the following at check-in: 1.) Post number and Local Learning for Life office information and medical forms. (The medical forms will be collected at the Health & Safety table at check-in.)
July 22	▶ Check out by 11:00am	
	▶ Online Conference After-Action Evaluation	While the conference experience is still fresh on your mind, take a moment to log on to the registration site and complete the online conference evaluation.



Learning for Life and Exploring Annual Health and Medical Record

(Valid for 12 calendar months)

Policy on Use of the Learning for Life and Exploring Annual Health and Medical Record

In order to provide better care for its members and to assist them in better understanding their own physical capabilities, Learning for Life recommends that everyone who participates in a Learning for Life or Exploring event have an annual medical evaluation by a certified and licensed health-care provider—a physician (MD or DO), nurse practitioner, or physician assistant. Providing your medical information on this form will help ensure you meet the minimum standards for participation in various activities. Note that adult leaders must always protect the privacy of unit participants by protecting their medical information.

Parts A and B are to be completed at least annually by participants in all Learning for Life and Exploring events. This health history, parental/guardian informed consent and hold harmless/release agreement, and talent release statement is to be completed by the participant and parents/guardians.

Part C is the physical exam that is required for participants in any event that exceeds 72 consecutive hours or when the nature of the activity is strenuous and demanding. Service projects or work weekends may fit this description. Part C is to be completed and signed by a certified and licensed health-care provider—physician (MD or DO), nurse practitioner, or physician assistant. It is important to note that the height/weight limits must be strictly adhered to when the event will take the post/club/group more than 30 minutes away from an emergency vehicle or an accessible roadway, or to remote areas.

Risk Factors

Based on the vast experience of the medical community, Learning for Life has identified that the following risk factors may define your participation in various outdoor activities.

- Excessive body weight
- Heart disease
- Hypertension (high blood pressure)
- Diabetes
- Seizures
- Lack of appropriate immunizations
- Asthma
- Allergies/anaphylaxis
- Muscular/skeletal injuries
- Psychiatric/psychological and emotional difficulties

For more information on medical risk factors, visit the Safety First Guidelines on www.learningforlife.org.

Prescriptions

The taking of prescription medication is the responsibility of the individual taking the medication and/or that individual's parent or guardian. An adult leader, after obtaining all the necessary information, can agree to accept the responsibility of making sure a youth takes the necessary medication at the appropriate time, but Learning for Life does not mandate or necessarily encourage the leader to do so. Also, if state laws are more limiting, they must be followed.

Part A: Informed Consent, Release Agreement, and Authorization

Full name: _____
DOB: _____

Outing participants:
Post/club/group No.: _____
or staff position: _____

Informed Consent, Release Agreement, and Authorization

I understand that participation in Learning for Life activities involves a certain degree of risk. I have carefully considered the risk involved and have given consent for myself and/or my child to participate in these activities. I understand that participation in these activities is entirely voluntary and requires participants to abide by applicable rules and standards of conduct. I release Learning for Life, the local council, the activity coordinators, and all employees, volunteers, related parties, or other organizations associated with the activity from any and all claims or liability arising out of this participation.

I approve the sharing of the information on this form with Learning for Life volunteers and professionals who need to know of medical situations that might require special consideration for the safe conducting of Learning for Life activities.

In case of an emergency involving me or my child, I understand that every effort will be made to contact the individual listed as the emergency contact person. In the event that this person cannot be reached, permission is hereby given to the medical provider selected by the adult leader in charge to secure proper treatment, including hospitalization, anesthesia, surgery, or injections of medication for me or my child. Medical providers are authorized to disclose to the adult in charge examination findings, test results, and treatment provided for purposes of medical evaluation of the participant, follow-up and communication with the participant's parents or guardian, and/or determination of the participant's ability to continue in the program activities.

- Without restrictions
- With special considerations or restrictions (list) _____

Talent Release Agreement

I hereby assign and grant to Learning for Life the right and permission to use and publish the photographs/film/videotapes/electronic representations and/or sound recordings made of me or my child by Learning for Life, and I hereby release Learning for Life from any and all liability from such use and publication.

I hereby authorize the reproduction, sale, copyright, exhibit, broadcast, electronic storage, and/or distribution of said photographs/film/videotapes/electronic representations and/or sound recordings without limitation at the discretion of Learning for Life, and I specifically waive any right to any compensation I may have for any of the foregoing.

- Yes No

ADULTS AUTHORIZED TO TAKE YOUTH TO AND FROM EVENTS

You must designate at least one adult. Please include a telephone number.

- 1. Name _____ Telephone _____
- 2. Name _____ Telephone _____
- 3. Name _____ Telephone _____

Adults NOT authorized to take youth to and from events:

- 1. Name _____
- 2. Name _____
- 3. Name _____

I understand that, if any information I/we have provided is found to be inaccurate, it may limit and/or eliminate the opportunity for participation in any event or activity.

Participant's name: _____ Date: _____
Participant's signature: _____ Date: _____
Parent/guardian signature for youth: _____ Date: _____
(If participant is under the age of 18)
Second parent/guardian signature for youth: _____ Date: _____
(If required; for example, CA)

This Annual Health and Medical Record is valid for 12 calendar months.

Part B: General Information/Health History

Full name: _____

DOB: _____

Outing participants:

Post/club/group No.: _____

or staff position: _____

Age: _____ Gender: _____ Height (inches): _____ Weight (lbs.): _____

Address: _____

City: _____ State: _____ ZIP code: _____ Telephone: _____

Post/club/group leader: _____ Mobile phone: _____

Council Name/No.: _____ Post/club/group No.: _____

Health/Accident Insurance Company: _____ Policy No.: _____



Please attach a photocopy of both sides of the insurance card. If you do not have medical insurance, enter "none" above.



In case of emergency, notify the person below:

Name: _____ Relationship: _____

Address: _____ Home phone: _____ Other phone: _____

Alternate contact name: _____ Alternate's phone: _____

Health History

Do you currently have or have you ever been treated for any of the following?

Yes	No	Condition	Explain
		Diabetes	Last HbA1c percentage and date:
		Hypertension (high blood pressure)	
		Adult or congenital heart disease/heart attack/chest pain (angina)/heart murmur/coronary artery disease. Any heart surgery or procedure. Explain all "yes" answers.	
		Family history of heart disease or any sudden heart-related death of a family member before age 50.	
		Stroke/TIA	
		Asthma	Last attack date:
		Lung/respiratory disease	
		COPD	
		Ear/eyes/nose/sinus problems	
		Muscular/skeletal condition/muscle or bone issues	
		Head injury/concussion	
		Altitude sickness	
		Psychiatric/psychological or emotional difficulties	
		Behavioral/neurological disorders	
		Blood disorders/sickle cell disease	
		Fainting spells and dizziness	
		Kidney disease	
		Seizures	Last seizure date:
		Abdominal/stomach/digestive problems	
		Thyroid disease	
		Excessive fatigue	
		Obstructive sleep apnea/sleep disorders	CPAP: Yes <input type="checkbox"/> No <input type="checkbox"/>
		List all surgeries and hospitalizations	Last surgery date:
		List any other medical conditions not covered above	

Part B: General Information/Health History

Full name: _____
 DOB: _____

Outing participants:
 Post/club/group No.: _____
 or staff position: _____

Allergies/Medications

Are you allergic to or do you have any adverse reaction to any of the following?

Yes	No	Allergies or Reactions	Explain	Yes	No	Allergies or Reactions	Explain
		Medication				Plants	
		Food				Insect bites/stings	

List all medications currently used, including any over-the-counter medications.

CHECK HERE IF NO MEDICATIONS ARE ROUTINELY TAKEN. IF ADDITIONAL SPACE IS NEEDED, PLEASE INDICATE ON A SEPARATE SHEET AND ATTACH.

Medication	Dose	Frequency	Reason

YES NO Non-prescription medication administration is authorized with these exceptions: _____

Administration of the above medications is approved for youth by:

_____/_____
 Parent/guardian signature MD/DO, NP, or PA signature (if your state requires signature)

! Bring enough medications in sufficient quantities and in the original containers. Make sure that they are NOT expired, including inhalers and EpiPens. You SHOULD NOT STOP taking any maintenance medication unless instructed to do so by your doctor. **!**

Immunization

The following immunizations are recommended by Learning for Life. Tetanus immunization is required and must have been received within the last 10 years. If you had the disease, check the disease column and list the date. If immunized, check yes and provide the year received.

Yes	No	Had Disease	Immunization	Date(s)	Please list any additional information about your medical history:
			Tetanus		
			Pertussis		
			Diphtheria		
			Measles/mumps/rubella		
			Polio		
			Chicken Pox		
			Hepatitis A		
			Hepatitis B		
			Meningitis		
			Influenza		
			Other (i.e., HIB)		
			Exemption to immunizations (form required)		

DO NOT WRITE IN THIS BOX
 Review for program or special activity.

Reviewed by: _____

Date: _____

Further approval required: Yes No

Reason: _____

Approved by: _____

Date: _____

Part C: Pre-Participation Physical

This part must be completed by certified and licensed physicians (MD, DO), nurse practitioners, or physician assistants.

Full name: _____

DOB: _____

Outing participants:

Post/club/group No.: _____
or staff position: _____



You are being asked to certify that this individual has no contraindication for participation in a Learning for Life or Exploring experience.



Examiner: Please fill in the following information:

	Yes	No	Explain
Medical restrictions to participate			

Yes	No	Allergies or Reactions	Explain	Yes	No	Allergies or Reactions	Explain
		Medication				Plants	
		Food				Insect bites/stings	

Height (inches): _____ Weight (lbs.): _____ BMI: _____ Blood Pressure: _____ / _____ Pulse: _____

	Normal	Abnormal	Explain Abnormalities
Eyes			
Ears/nose/throat			
Lungs			
Heart			
Abdomen			
Genitalia/hernia			
Musculoskeletal			
Neurological			
Other			

Examiner's Certification

I certify that I have reviewed the health history and examined this person and find no contraindications for participation in a Learning for Life and/or Exploring experience. This participant (with noted restrictions):

True	False	Explain
		Meets height/weight requirements.
		Does not have uncontrolled heart disease, asthma, or hypertension.
		Has not had an orthopedic injury, musculoskeletal problems, or orthopedic surgery in the last six months or possesses a letter of clearance from his or her orthopedic surgeon or treating physician.
		Has no uncontrolled psychiatric disorders.
		Has had no seizures in the last year.
		Does not have poorly controlled diabetes.
		If less than 18 years of age and planning to scuba dive, does not have diabetes, asthma, or seizures.

Examiner's Signature: _____ Date: _____

Provider printed name: _____

Address: _____

City: _____ State: _____ ZIP code: _____

Office phone: _____

Height/Weight Restrictions

If you exceed the maximum weight for height as explained in the following chart and your planned program or special activity will take you more than 30 minutes away from an emergency vehicle/accessible roadway, you may not be allowed to participate.

Maximum weight for height:

Height (inches)	Max. Weight						
60	166	65	195	70	226	75	260
61	172	66	201	71	233	76	267
62	178	67	207	72	239	77	274
63	183	68	214	73	246	78	281
64	189	69	220	74	252	79 and over	295

TOUR AND ACTIVITY PLAN

A national Learning for Life and Exploring Tour and Activity Plan is required for all posts/clubs/groups traveling to areas 500 miles or more one way from home area or crossing national boundaries into the territory of other nations. This application should be submitted, typed or printed, to the local Learning for Life office for approval **at least one month before your outing.**

Date _____ Post Club Group

Unit No. _____ Participating organization _____

Council name/No. _____ / _____

Description of tour or activity _____

From (city and state) _____ to _____

Dates _____ to _____ Total days _____

For office use

Tour and activity plan No. _____

Date received _____

Date reviewed _____

Council stamp/signatures

Itinerary: It is required that the following information be provided for *each day* of the tour. (Note: Speed or excessive daily mileage increases the possibility of accidents.) Attach an additional page if more space is required. Include detailed information on campsites, hotels, routes, and float plans, and include maps for wilderness travel as required by the local council.

Date	Travel		Mileage	Overnight stopping place (Check if reservations are cleared.)	✓
	From	To			

Type of trip: Day trip Short-term outing (less than 72 hours) Other _____

Long-term outing (longer than 72 hours) High-adventure activities High-adventure base _____

Party will consist of (number): ____ Youth—male ____ Youth—female ____ Adults—male ____ Adults—female	Party will travel by (check all that apply): <input type="checkbox"/> Car <input type="checkbox"/> Bus <input type="checkbox"/> Train <input type="checkbox"/> Plane <input type="checkbox"/> Van <input type="checkbox"/> Boat <input type="checkbox"/> Canoe <input type="checkbox"/> Foot <input type="checkbox"/> Cycle <input type="checkbox"/> Other _____
---	--

Leadership and Youth Protection Training: (Learning for Life policy requires at least two adult leaders on all overnight trips and tours. Coed units must have both male and female leaders.) **The adult leader in charge of this unit must be at least 21 years old and have completed Learning for Life or Exploring Youth Protection Training.**

Name of adult leader in charge _____ Age _____ Position _____ Registration Expires _____

Street or R.F.D. _____

City _____ State _____ Zip code _____

Home Phone _____ Business Phone _____

List experience and training for this responsibility _____

I have in my possession a copy of *Learning for Life Safety First Guidelines* and have read it. Adult leader signature _____

At least one associate adult leader is required (minimum age 21).

Name _____ Age _____ Position _____ Registration Expires _____

Address _____ Phone _____

Name _____ Age _____ Position _____ Registration Expires _____

Address _____ Phone _____

Attach a list with additional names and information as outlined above.

If party will travel with another post, club, or group that has a male or female (circle one) leader, please list information below. This leader will be responsible for youth in post.

Advisor _____ Post No. _____ Council _____

Signature: Post advisor/club sponsor or LFL representative

Signature: Adult leader

Unit single point of contact (not on tour)

Name _____ Phone _____ Email _____



- Tour involves:** Swimming Boating Climbing Orientation flights (attach **Flying Plan** required)
 Wilderness or backcountry (must carry **Wilderness Use Policy** and follow principles of **Leave No Trace**)
 Shooting Other (specify) _____

Activity Standards: Where swimming or boating is included in the program, **Safe Swim Defense** and/or **Safety Afloat** are to be followed. If climbing/rappelling is included, then **Climb On Safely** must be followed. At least one person must be current in CPR/AED from any recognized agency to meet **Safety Afloat** and **Climb On Safely** guidelines. At least one adult on an overnigher must have completed **Exploring Basic**. At least one adult must have completed **Planning and Preparing for Hazardous Weather** training for all tours and activities. Basic First Aid is recommended for all tours, and **Wilderness First Aid** is recommended for all backcountry tours.

Expiration date of trainings (two years from completion date)							
Name	Age	Youth Protection for Exploring or LFL	Planning and Preparing for Hazardous Weather	Exploring Basic (no expiration)	Climb On Safely	Safe Swim Defense	Safety Afloat
Name	Age	CPR Certification/Agency		CPR Expiration Date	First-Aid Certification/Agency		First Aid Expiration Date
Name	Age	NRA Instructor and/or RSO (check all that apply)					
		No. _____	<input type="checkbox"/> Rifle <input type="checkbox"/> Shotgun <input type="checkbox"/> Pistol (Venturing only) <input type="checkbox"/> Range Safety Officer <input type="checkbox"/> Muzzle-loading rifle <input type="checkbox"/> Muzzle-loading shotgun				
		No. _____	<input type="checkbox"/> Rifle <input type="checkbox"/> Shotgun <input type="checkbox"/> Pistol (Venturing only) <input type="checkbox"/> Range Safety Officer <input type="checkbox"/> Muzzle-loading rifle <input type="checkbox"/> Muzzle-loading shotgun				

- Our travel equipment will include a first-aid kit and road emergency kit.
 Groups/posts/clubs going into the wilderness or backcountry must carry and abide by the Wilderness Use Policy, available at your local Learning for Life office.
 The group leader will have in his or her possession the appropriate health and medical forms for every adult and youth.

Unauthorized and Restricted Activities: Learning for Life's general liability insurance policy provides coverage for bodily injury or property damage that arises out of an official Learning for Life activity as defined by the **Safety First Guidelines**. Volunteers, units, participating organizations, and local councils that engage in unauthorized activities are jeopardizing their safety and insurance coverage. PLEASE DO NOT PUT YOURSELF AT RISK.

INSURANCE

All vehicles MUST be covered by a liability and property damage insurance policy. The amount of this coverage must meet or exceed the insurance requirement of the state in which the vehicle is licensed and comply with or exceed the requirements of the country of destination for travel outside the United States. It is recommended, however, that coverage limits are a \$100,000 combined single limit. Any vehicle designed to carry 10 or more passengers is required to have a \$500,000 combined single limit. In the case of rented vehicles, the requirement of coverage limits can be met by combining the limits of personal coverage carried by the driver with coverage carried by the owner of the rented vehicle.

If the vehicle to be used is designed to carry more than 15 people (including the driver), the driver must have a valid commercial driver's license (CDL). In some states (California, for example), this policy applies to drivers of vehicles designed to carry 10 or more people.

All vehicles used in travel outside the United States must carry a public liability and property damage liability insurance policy that complies with or exceeds the requirements of that country. Attach an additional page if more space is required.

Name _____ CDL expires _____

Name _____ CDL expires _____

MAKE	MODEL	YEAR	NUMBER OF SAFETY BELTS	DRIVER/OWNER	VALID DRIVER'S LICENSE (Y or N)	LIABILITY INSURANCE COVERAGE
						Combined Single Limit

Tour and Activity Plan FAQs

Q. Why should I complete a tour and activity plan?

A. The tour and activity plan is a planning tool for best practices to be prepared for a safe and fun adventure. Completing the plan may not address all possible challenges, but it can help ensure that appropriate planning has been conducted, that qualified and trained leadership is in place, and that the right equipment is available for the adventure. In addition, the plan helps to organize safe and appropriate transportation to and from an event, and defines driver qualifications and minimum limits of insurance coverage for drivers and vehicles used to transport participants. Please complete and submit this plan at least 21 days in advance to ensure that your local Learning for Life (LFL) office has enough time to review the plan and assist as necessary.

Q. When do I need to complete a tour and activity plan?

A. Times when a tour and activity plan must be submitted for review include the following:

- Trips of 500 miles or more; or
- Trips outside of your LFL area borders (exception: not to your local LFL office–owned property); or
- When conducting any of the following activities outside of local LFL or district events:
 - Aquatics activities (swimming, boating, floating, scuba, etc.)
 - Climbing and rappelling
 - Orientation flights (process flying plan)
 - Shooting sports
 - Any activities involving motorized vehicles as part of the program (snowmobiles, boating, etc.)

Regardless, the tour and activity plan is an excellent tool that should be included in preparation for all activities, even those not requiring it. It guides the adult leader through itineraries, travel arrangements, two-deep leadership, supervision qualifications, and transportation.

Q. Is it common for Learning for Life to set up a rigorous review of the tour and activity plan or have our post/club/group submit a plan anytime we meet other than at our weekly meeting place?

A. Your local Learning for Life office knows your local conditions, common tours, and activities best. We find that many Learning for Life offices set their policies based on those known risks. We suggest you contact your local LFL office if it chooses to exceed the above policy on when and for what reasons a tour and activity plan should be filed for review.

Q. Where can I find the tour and activity plan form?

A. You will need to go to the [*Learning for Life Safety First Guidelines*](#).

Q. What, if any, transition period is available?

A. If you previously completed an outing permit, it is still valid. You should, however, start using the **updated** tour and activity plan immediately; all other versions are obsolete.

Q. Is planning and preparing for Hazardous Weather training required for all tours?

A. Yes, it has been required for all tours since Jan. 1, 2009. It should be repeated every two years and is appropriate for not only adults but also for Learning for Life and Exploring youth. A CD is available for use at your unit, district, and Learning for Life events where Internet access is not available. Search for item No. 610642 at www.scoutstuff.org.

Q. What should we use for permission from parents?

A. The Parent/Guardian Consent Form, found in the [Learning for Life Safety First Guidelines](#).

Q. Do I need anything else if we are going on a discovery flight?

A. Yes. Please complete the Learning for Life Flying Permit Application and Policy Guide (for each participant), found in the [Learning for Life Safety First Guidelines](#).

Q. With whom do I discuss why we are required to have certain training before we do certain activities?

A. We suggest that program and qualified supervision requirements be discussed with your unit leadership, service team member, or Learning for Life or Exploring executive—in that order. The tour and activity plan does not set these requirements, policies, or guidelines; it is a tool to help unit leadership identify qualified supervision requirements for the planned program. The [Learning for Life Safety First Guidelines](#) are a good compendium of information to start your research as well. It contains information on training such as Learning for Life Safety Afloat, Learning for Life Safe Swim Defense, and climbing and rappelling.

Q. What kind of insurance coverage does Learning for Life provide for its programs, and what should I tell parents who ask why they have to furnish insurance or driver information for their vehicles?

A. We suggest that you review the [Learning for Life Safety First Guidelines](#) for Insurance Information for Learning for Life Volunteers. For auto liability, the coverage provided by Learning for Life is secondary when those non-owned vehicles are used for an official Learning for Life activity. Parents may want to exclude their information since they are transporting their own children to and from an event. Recognize that in this scenario, the official Learning for Life activity for those youth and their parents would not start until arrival at the location and would end when they left the location; their travel is not an official Learning for Life activity.

Q. Do we really need an Annual Health and Medical Record for all participants?

A. Yes. Please use the [Learning for Life and Exploring Medical Form](#).

Q. What are common reasons why my tour and activity plan would not be approved or would require me to update it before we conduct the tour or activity?

A. Common reasons a tour and activity plan may not be approved:

- There are no registered adult leaders.
- Two-deep leadership requirements are not met.
- Both male and female leadership for coed activities is not present.
- Qualified supervision is not identified for high-risk activities.
- Training is not completed for the planned program.
- Youth Protection training is not current.
- Hazardous Weather training is not current.
- The itinerary is incomplete.
- Travel plans include excessive mileage or travel in a 24-hour period.
- There are not enough vehicles identified to safely transport the tour.
- The planned activities are unauthorized.
- The plan was submitted after the activity or with no lead time.
- There is incomplete or inadequate insurance information for the tour or flying plan.

Q. What must be included in the emergency roadside kit?

A. The type of emergency roadside kit needed can vary depending on, for example, where you live, where the unit is traveling to and from, or the season. An emergency roadside kit may include items such as a reflective safety vest, tire jack and lug wrench, jumper cables, emergency flares, triangle reflective warning signs, fire extinguisher, flashlight with extra batteries, shovel, work gloves, space blanket, bottled water, whistle, basic tools (e.g., wrenches, multi-tip screwdrivers, and pliers), and a utility knife. You may choose to build your own emergency roadside kit or purchase one from a local general or hardware store.

Q. We don't know who the commercial carrier or charter bus driver will be for our trip, so what do we enter for driver and insurance information?

A. Enter the name of the company and make sure the commercial carrier provides you with proof of insurance: \$5 million combined single limit for 16 or more passengers or at least \$1.5 million combined single limit for vehicles designed to transport nine to 15 passengers. It is not expected that this information will be furnished for commercial airline transportation.



EMERGENCY NUMBERS are provided for conference participant family members. Family members with family emergencies should use these numbers:

THE EMERGENCY PHONE NUMBERS ARE:

- **Northern Arizona University Police Department EMERGENCY number: 928-523-3000**
- **Northern Arizona University Police Department NON-EMERGENCY number: 928-523-3611**
- **Flagstaff Medical Center: 928-779-3366
1200 N Beaver St.
Flagstaff, AZ 86001**
- **Northern Arizona University Health Services: 928-523-2131
(7:30AM-4:30PM-Weekdays)**
- **Residence Halls:**
 - Tinsley Hall Front Desk – 928-523-3262**
 - Cowden Hall Front Desk – 928-523-2571**
 - Wilson Hall Front Desk – 928-523-4621**
 - Allen Hall Front Desk – 928-523-2567**
 - Mountain View Hall Front Desk – 928-523-1555**

(In case of lockouts please call the front desk number at the residence hall as it is forwarded to an on call staff member residing in the hall).
- **Lost and Found: du Bois Offices: 928-523-3321**

Campus Map

Parking Information

Weekends (Friday 4:30 pm - Sunday)—free parking in all lots except residence hall lots

Weekdays (Monday - Friday)—permit required in all lots or as posted

- Free parking after 4:30 pm
- Parking garage
- "Pay by Space" parking
- "Pay and Display" parking

Legend

- Campus property boundary
- Pedestrian/Bicycle Pathway
- Flagstaff Urban Trail System
- Bus/Bicycle ONLY
- Recreational Field
- i Permit kiosk
- P Patient parking
- B Bus stop

Building Listing

LOCATION	Building #	Grid	LOCATION	Building #	Grid
1899 Bar & Grill	3	2-F	Learning Resource Center	61	13-E
Academic Annex	23A	4-F	Liberal Arts	18	3-F
Adel Mathematics	26	4-E	Lumberjack Stadium	34	5-H
Allen Hall	46	8-F	Lutz Telescope	47	9-G
Anthropology	98D	14-I	McConnell Hall	62	14-G
Anthropology Laboratory	49	9-F	McDonald Hall	40	6-F
Applied Research & Development	56	8-C	McKay Village	50B	9-E
Ardey Auditorium	37A	6-D	Morton Hall	4	2-F
Atmospheric Research Observatory	47	9-G	Mountain View Hall	55	5-J
Ashurst	11	3-E	Native American Cultural Center	14	4-D
Babbitt Academic Annex	23	4-F	North Heating and Cooling Plant	24	4-E
Babbitt Administrative Center	51	12-D	Nursing	72	15-E
Bilby Research Center	52	10-E	Old Main	10	3-E
Biological Sciences	21	3-G	Parking and Shuttle Services	91	2-G
Biological Sciences Annex	21B	4-G	Performing & Fine Arts	37	6-C
Biology Greenhouse	18A	4-F	Peterson	22	4-A
Blome (CIE)	2	2-E	Physical Sciences	19	3-G
Bookstore	35	6-F	Pine Ridge Village	95	12-F
Bury	8	3-F	Ponderosa	92	5-B
Campbell Hall	6	2-F	Printing Services	57	2-G
Campus Heights Apartments	50	9-D	Prochnow Auditorium	3A	2-E
Centennial	91	2-G	Program in Intensive English	L10	3-G
Ceramics Complex	80	15-J	Property Administration	47A	9-G
Chemistry	20	3-G	Purchasing Services	98B	14-I
Cline Library	28	5-D	Raul H. Castro SBS	65	14-C
Communications	16	3-E	Raul H. Castro SBS West	70	14-C
Cowden Learning Community	38	6-E	Raymond Hall	39	6-E
Drury Hotels	58A	1-F	Reilly Hall	48	9-F
du Bois Center	64	14-E	Renewable Energy Test Facility	74	15-D
Eastburn Education	27	4-D	Residence Life Warehouse	98F	14-I
Engineering and Natural Sciences	69	14-D	Riles	15	3-E
Engineering Projects	98C	14-I	Rolle Activity Center	68	15-E
Ernest Calderon Learning Community	29	7-E	Roseberry Apartments	13A	3-D
Eugene M. Hughes Building (HRM)	33	5-G	ROTC	47A	9-G
Extended Campuses	16A	3-E	San Francisco Parking Garage	96B	7-F
Facility Services	77	15-I	Science Lab Facility	17	3-F
Facility Services Annex	77A	15-I	Sculpture Studio	84	15-H
Fieldhouse	30	5-E	Sechrist Hall	42	7-G
Gabaldon Hall	53	11-E	Shuttle Services	83	15-I
Gammage	1	2-E	South Beaver School	L10	3-G
Gateway Student Success Center	43	7-F	South Dining	63	14-E
Geology	12	3-D	South Village	71	17-E
Geology Annex	13	3-D	South Heating and Cooling Plant	67	14-F
Gillenwater Hall	31	5-F	Southwest Forest Science Complex	82	15-D
Greenhouse Complex	79	15-G	The Suites	75	13-E
Health and Learning Center (HLC)	25	5-H	Taylor Hall	9	3-F
Health Professions	66	14-E	Tinsley Hall	44	7-E
High Country Conference Center	58	1-F	University Network	16A	4-E
Hilltop Townhomes	59	9-H	University Police	98A	14-I
Housing & Residence Life	5	2-F	University Services	90	8-C
Hotel and Restaurant Management	33	5-G	University Union/Dining Services	30A	6-E
Huffer Lane Acquisition	96	14-C	University Union/Food Court	30C	5-E
Human Resources	91	2-G	University Union/Student Services	30B	6-E
Information Services Annex	54B	8-C	W. A. Franke College of Business	81	13-D
Information Services	54	8-D	Walkup Skydome	73	12-G
Information Services/Telecom	54A	8-D	Wall Aquatic Center	21A	4-G
Institute for Human Development	27A	4-C	Waste Water Training Facility	97	16-G
KNAU	83	15-I	Wettaw	88	2-G
Knolls Parking Garage	96A	7-D	Wilson Hall	45	8-E

Parking Permit Designations

Permits required 24-hours daily or as posted.

- ▲ Employee/Shared parking
- Employee parking
- North Commuter parking
- South Commuter parking
- R1—Residence hall parking
- R2—Residence hall parking
- R3—Residence hall parking
- R4—Residence hall parking
- R5—Residence hall parking
- R6—Residence hall parking



SECTION V
EVENT DESCRIPTIONS & SKILLS SHEETS
ATTACHED

- Combat Challenge Relay
- Making a Hydrant
- SCBA/ Turnout Gear Relay
- Search & Rescue
- Hazardous Materials
- CPR Adult 2 Person with AED
- Ropes and Knots
- EMS Spinal Immobilization
- Make and Break
- CPAT
- CPR Adult 1 Person
- Shelter Deployment



Combat Challenge Relay



Team Name: _____ Date: _____

Team Members:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Required Equipment:

Score sheets, clipboard, pen, stopwatch, spray paint, (9) orange cones, pony section of 4" or 5" soft suction hose, 200' of 1 3/4" hose, (2) 1 3/4" nozzles, gated wye, hydrant wrench, tarp (12'x18'), rescue baby, jump kit, 50' utility rope, body loop, relay baton, helmet and gloves (each evaluator)

* See 'WAFF Combat Challenge Course' for specific set-up instructions

Required Participant Personal Equipment: Firefighting Structural Helmet, Bunking Coat, Bunking Pants, Bunking Pants, Suspenders, Bunking Boots, and Structural Firefighting Gloves

Objective: To complete a 'firefighter combat challenge' type event, in relay format, with each member of a four-person company being responsible for a separate leg of the relay.

Evolution: Evaluator will explain course layout in detail to team. Team will have 1 minute to assign members to each leg of relay and get in position. Participant 1 will stand behind start line, in possession of relay baton. Evaluator will verify that all participants are ready then will say "Go". Participant 1 will pick up and shoulder load the 1 3/4" hose bundle at their feet. Participant 1 will proceed to the third floor (touching each step), drop the hose bundle and pass the baton to Participant 2. Participant 1 will grasp the body loop already in place around Participant 2's waist. Participant 2 will then hoist the pony section of LDH until it is through the window (or over the balcony) of the third floor, and set it down. Participant 2 will proceed out of the tower to the 'Search & Rescue' leg of the relay and pass baton to Participant 3. Participant 3 will crawl onto the tarp through the 'door' cones to perform a 'right wall search'. Participant 3 will proceed around the tarp, touching the cone at each corner and making sure their outside hand does not go past the edge of the tarp. After reaching the baby, Participant 3 will reverse course and carry the baby back to the 'door' cones, touching the cone at each corner and making sure to keep their outside hand from going past the edge of the tarp. Upon exiting, Participant 3 will stand and carry the baby to the 'Charged 1 3/4"' leg and pass the baton to Participant 4.

Evolution (continue):

Participant 4 will pick up the nozzle of the charged hose line at their feet and advance the line to the 'operating area'. Participant 4 will stand between the 'operating area' cones, open the nozzle and direct the stream at the 'fire' cone until it is repositioned outside of its marked square.

Rules: Time will begin when the evaluator says "Go". Participants must be in possession of the baton before beginning their leg of the relay. Time will end when the 'fire' cone has been moved completely outside of its marked square. This event will be scored as a team only.

Equipment Specifications:

Pony Section of soft suction hose – No longer than 25', double rolled from coupling end
200' 1 3/4" hose – 100' w/nozzle attached, bundled tightly with three straps

100' w/nozzle attached, charged from hydrant using gated wye

Gated wye – 2 1/2" to 1 1/2"

Body loop – Minimum 5' looped webbing, double stitched, to be used for safety

Relay Baton – 1' long, 1 1/2" diameter, wooden dowel, wrapped end to end with red tape

Setting up the Course:

Hose Bundle Leg:

The tower entrance being used will be designated as 'side A'. A cone will be placed approximately ten feet in front of the entrance to indicate the start line. 1 3/4" hose bundle will be placed with its midpoint directly to the left of the cone (when facing side A). 2" waterproof medical tape will be used to mark a large box inside the third floor room or on the third floor landing to indicate where the hose bundle is to be set down.



Equipment Hoist Leg:

The pony section of LDH will be double rolled with the couplings inside, and secured by one end of the 50' utility rope. It will be positioned on the ground outside of the tower, centered to the third floor window or balcony. The other end of the rope will be secured inside the third floor of the tower. The body loop will be placed on the ground inside the tower, near the third floor window or balcony. When participant reports to this leg of the relay, an advisor will assist with donning.



Search & Rescue Leg:

The tarp will be spread out on the ground near the tower on side B. Two cones will be placed, 2' apart, at the A-D corner of the tarp (as facing the tower). One cone will be placed at each of the other corners of the tarp. The rescue baby will be placed on top of a jump kit, laid on its side, at the A-B corner of the tarp.



Combat Challenge Relay

Charged 1 3/4" Leg:

The gated wye will be attached to a hydrant near the tower. The 1 3/4" hose line will be attached to the gated wye and fully extended, straight out from the hydrant, and charged. Two cones will be placed, 3' apart, approximately 2' behind the extended position of the nozzle. The hose line will be brought back parallel to itself with the nozzle placed next to the hydrant. A cone will be placed approximately 20' in front of the 2 'operating area' cones. A box will be painted, with spray paint, around the base of the cone.

* For this leg of the relay, an advisor MUST be stationed at the gated wye, prepared to shut it off should the participant lose control of the line during the evolution.



Remember: Safety, Communication and Team Work are the key elements of this competition.

Combat Challenge Relay

Team Name _____ Date _____

SKILL STEP	TYPE	PASS (X)	PENALTY	PENALTY TIME
1	Missing any PPE, each occurrence		+:60 seconds	
2	Allowing rescue baby to touch ground, each occurrence		+:05 seconds	
3	Failure to touch cone on tarp, each occurrence		+:05 seconds	
4	Standing up while on tarp, each occurrence		+:05 seconds	
5	Running during evolution / skipping steps in tower, each occurrence		+:15 seconds	
6	Starting/finishing a leg without relay baton, each occurrence		+:15 seconds	
7	Working as a team during evolution		+:30 seconds	
8	Any action identified as unsafe by the judge. (each occurrence)		+:30 seconds	
Total Penalty Time -				

(Timed to one hundredth of a second)

Time: _____

Penalties: _____

Total Time: _____ : _____ : _____

Mins Secs 100th-Secs

Total Team Time

:	:
---	---

Mins Secs 100th-Secs



Making A Hydrant



Team Name _____ Date _____

Team Members:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Required Equipment: Score sheets, clipboard, pen, stopwatch, pony section of 5” soft suction hose, hydrant bag/box containing: hydrant wrench, hydrant gate, Storz hydrant adapter, (2) Storz spanner wrenches

Required Participant Personal Equipment: Firefighting Structural Helmet, Bunking Coat, Bunking Pants, Bunking Pants Suspenders, Bunking Boots, and Structural Firefighting Gloves

Objective: To demonstrate establishing a water supply by properly making a hydrant connection using standard hydrant tools and a pony section of large diameter supply hose.

Evolution: Participant will stand on the start line, 10’ in front of the hydrant. Evaluator will identify on which side of the hydrant the ‘fire’ is located. Participant will be given 5 seconds to inspect the contents of the hydrant bag/box. Evaluator will verify participant is ready, and will then give the command “Go”. Participant will pick up the hydrant bag/box and one end of the 5” pony section at their feet and proceed to the hydrant. Participant will then place the hydrant wrench on the operating stem and verify the hydrant is closed. Participant will then connect the hydrant gate and Storz adapter to the appropriate ports. Participant will then connect the 5” pony section to the Storz adapter and, using a spanner wrench, will tighten each coupling connection. Participant will then simulate opening the hydrant by making one full revolution of the operating stem with the hydrant wrench.

Rules: Time will begin when the evaluator says “Go”. Time will end when the participant claps his or her hands after the simulated opening of the hydrant. This event will be scored individually and as a team.



Making A Hydrant



Team Name: _____

Evaluator: _____

- Penalties:**
1. Failure to stand behind the hydrant while verifying the hydrant is closed
 2. Failure to connect hydrant gate to the appropriate port
 3. Failure to ensure that all connections are tight
 4. Failure to stand behind the hydrant during simulated opening
- Each penalty listed above will add an additional 15 seconds to the participant's time

(Timed to one hundredth of a second)

Penalties

Participant Name	Time	1	2	3	4	Time
	: :					: :
	: :					: :
	: :					: :
	: :					: :
Total Time -						: :
						Mins Secs 100 th -Secs

Team Time

: :

Mins Secs 100th-Secs



SCBA/Turnout Gear Relay



Team Name _____ Date _____

Team Members:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Required Equipment: Score sheets, clipboard, pen, stopwatch, tarp, (3) orange cones (placed in a triangle approximately 15 feet apart on the tarp)

Required Participant Personal Equipment: Firefighting Structural Helmet, Bunking Coat, Bunking Pants, Bunking Pants Suspenders, Bunking Boots, Structural Firefighting Gloves, SCBA, SCBA Face Piece, Flash Hood

Objective: To demonstrate prompt, efficient donning of full PPE, including SCBA.

Evolution: Participant will place their turnout gear, helmet and gloves in a state of readiness at cone #2. Participant will place their SCBA and facepiece in a state of readiness at cone #3. Participant will return to cone #1 and untie/unzip their uniform boots or shoes. Evaluator will verify participant is ready, and will then give the command "Go". Participant will proceed to cone #2 and don their turnout gear and helmet (gloves may be donned now or after donning SCBA). Participant will then proceed to cone #3. Participant will announce the cylinder gauge pressure before donning SCBA. Participant will don facepiece and check for seal before going on air. After going on air, participant will don gloves (if not already on). Participant will proceed to cone #1 and touch it with either hand. Evaluator will inspect participant for completeness

Rules: Time will begin when the evaluator says "Go". Time will end when the participant touches cone #1 with a gloved hand. This event will be scored individually and as a team.



SCBA/Turnout Gear Relay



Team Name: _____

Evaluator: _____

- Penalties:**
1. Running between cones
 2. Failure to announce cylinder gauge pressure
 3. Collar of turnout coat not raised and secured
 4. Exposure of bare skin
 5. Helmet not in place
 6. Chin strap not tightened
 7. Facepiece stand-by strap not used
 8. Leaking facepiece
 9. Cylinder valve not fully opened
 10. Waist strap not connected
 11. PASS device not activated (on manual units)

Each penalty listed above will add an additional 5 seconds to the individual's time.

Participants who fail to bring full PPE and SCBA to event will receive an automatic individual time of 10 minutes.

Penalties

Participant Name	Time	10 min	1	2	3	4	5	6	7	8	9	10	11	Time
	: :													: :
	: :													: :
	: :													: :
	: :													: :
Total Time -													: :	

(Timed to one hundredth of a second)

Team Time

: :

Mins Secs 100th-Secs



Search & Rescue



Team Name _____ Date _____

Team Members:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Required Equipment: Score sheets, clipboard, pen, stopwatch, (2) hose straps, battle lantern, *search room, *search room props, *Rescue Randy, *training smoke and/or blackout masks, *N95 respirator (Items marked with an * will be provided by the Muster host)

Required Participant Personal Equipment: Firefighting Structural Helmet, Bunking Coat, Bunking Pants, Bunking Pants Suspenders, Bunking Boots, Structural Firefighting Gloves, SCBA, SCBA Facepiece, Flash Hood

Objective: To demonstrate rescue of a trapped victim from a simulated structure fire by performing a systematic search under no-visibility conditions, locating, and removing the victim from the hazard area.

Evolution: Team will gather near the entrance to the search room and identify the team leader to evaluator. Evaluator will verify that team has at least 2 hose straps. (Team may borrow 2 hose straps if needed). Evaluator will inform team that their company has been assigned by the IC to perform a search of the room for a known victim. Team will don their masks and be on air. Evaluator will ask the team leader if team is "Ready". When team is ready, evaluator will say "Go". Team will check heat condition by feeling the door prior to opening it and entering the search room. Team leader will advise team members how search is to be conducted. Team leader will verbally announce when the victim has been found. Team members will utilize whatever drags/carries necessary to remove victim to the exterior of the search room. (Team will return hose straps to evaluator if borrowed).

Rules: Time will begin when the door to the search room is opened. Time will end when the victim has been removed and the last team member has exited the search room. Team will immediately exit the search room upon activation of a low air warning alarm. The maximum time allowed for this event will be 20 minutes. This event will be scored as a team only.

Search & Rescue

Team Name: _____

Evaluator: _____

SKILL STEP	TYPE	PASS (X)	PENALTY	PENALTY TIME
1	Missing any piece of PPE, each occurrence		+:60 seconds	
2	Unnoticed loss of team member by team leader, each occurrence		+:30 seconds	
3	Activation of low air warning alarm, each occurrence		+:30 seconds	
4	Failure to check heat condition prior to opening search room door		+:05 seconds	
5	Failure of team leader to advise team how search will be conducted		+:15 seconds	
6	Participant standing up completely during evolution (crouching is allowed), each occurrence		+:15 seconds	
7	Failure of team leader to announce when victim is located		+:30 seconds	
8	Removal of any piece of PPE during evolution, each occurrence		+:30 seconds	
9	Any action identified as unsafe by the judge, each occurrence		+:30 seconds	
10	Failure to remove victim from room will automatically score a team time of 25 minutes.		+25:00 minutes	
Total Penalty Time -				

(Timed to one hundredth of a second)

Time: _____

Penalties: _____

Total Time: _____ : _____ :

Mins Secs 100th-Secs

Total Team Time

Team Name _____ Date _____

Team Members:

1. _____
2. _____
3. _____
4. _____

Required Drill Equipment: Radio's, status board, pen, 2012 DOT book, binoculars, stop watch, score sheets, scene tape and cones.

Required Equipment for Competitors: Full turnouts for 2-of the team members (bunker pants, coat, boots, gloves, hood, helmet and eye protection)

Objective: A crew of 4 company members will identify and isolate a hazardous material spill. Properly using all safety procedures, protecting themselves, their surroundings and utilizing correct radio communications.

Rules: Competitors will be given a briefing and ask if there are any questions. If competitors have no questions, time will begin once arrival on scene. Time will stop once the company leader has told the evaluator the isolation zone has been set up and a size up has been given.

Evolution:

1. Half of the team will start in full turnouts (listed above), 2 crew on scene with 2 crew doing research.
2. Stop to identify the product with binoculars
3. Deny entry from anyone into the area while product is being identified
4. Take note of wind direction & speed.
5. Properly place apparatus/crew - uphill/downhill or sloped
6. Properly identify placard
7. Proper radio communication - report to the research team the information from the placard & the research team will relay back Info: from the 2012 DOT guidebook.
8. After proper product identification, crew needs to properly isolate area to proper exclusion zone.
9. Call for appropriate response.

Remember: Safety, Communication and Team Work are the key elements of this competition.

Team Name: _

Evaluator:

SKILL STEP	TYPE	PENALTY	TIME
1	Missing any PPE	+:10 seconds	
2	Did not position apparatus/crew in proper wind direction.	+:10 seconds	
3	Did not position apparatus/crew in proper uphill, downhill or slope.	+:10 seconds	
4	Did not proper identify DOT placard.	+:10 seconds	
5	Poor team work.	+:10 seconds	
6	Improper radio communication.	+:10 seconds	
7	Leader does not communicate task to company.	+:10 seconds	
8	Entering hot zone.	+:30 seconds	
9	Not setting up proper isolation zone.	+:30 seconds	
10	Not calling for appropriate help	+:30 seconds	
11	Any action identified as unsafe by the judge	+:30 seconds	

Total Penalty Time: _

(Timed to one hundredth of a second)

Time: _____

Penalties: _____

Total Time: _____ : _____ :

Mins Secs 100th-Secs

Total Team Time

:	:
---	---

Mins Secs 100th-Secs

Team Name _____ Date _____

Team Members:

1. _____
2. _____
3. _____
4. _____

Required Drill Equipment: CPR Rescue Annie, BVM, AED, BSI (gloves and glasses), stopwatch, pens and score sheets.

Optional Equipment for Competitors: Passports

Objective: As a team demonstrate appropriate assessment, treatment, performance of proper 2 rescuer American Heart Association CPR skills with BVM and AED.

Rules: Must verbalize BSI, scene safe, and request of additional resources

Evolution: Team divides up into 4 assignments: 1 Officer, 1 CPR Compressions, 1 CPR BVM, and 1 AED. Time begins when judge says **“GO”**, time ends when competitors completes 3 compression cycles, (rotating BVM & Compressions positions) the AED is connected, shocks have been given, proper short report has been transmitted to ALS and the judge says **“STOP”**.

Remember: Safety, Communication and Team Work are the key elements of this competition.

Team Name: _

Evaluator: _____

SKILL STEP	TYPE	PASS (X)	PENALTY	PENALTY TIME
1	Team arrives, assess, sizes up scene and patient, BSI in place		+:05 seconds	
2	Team splits into designated assignments: 1 officer, 1 chest compressions, 1 BVM & 1 AED		+:05 seconds	
3	Perform proper 2 person American Heart Association CPR with good patient care and teamwork.		+:10 seconds	
4	Turns AED on		+:05 seconds	
5	Selects proper AED pads and places pads correctly		+:05 seconds	
6	Clears victim to analyze (<i>must be visible and verbal check</i>)		+:05 seconds	
7	Clears victim to shock/presses shock button <i>Maximum time from AED arrival <90 seconds</i>		+:30 seconds	
8	Resumes chest compressions after 1 shock		+:05 seconds	
9	Delivers first cycle of compressions at correct rate <i>Acceptable <23 seconds for 30 compressions</i>		+:05 seconds	
10	Pauses to allow other rescuer to give 2 breaths		+:05 seconds	
11	Delivers first cycle of compressions at correct rate, hand position, and adequate depth with full chest recoil. <i>Acceptable <23 seconds for 30 compressions</i>		+:05 seconds	
12	Personnel switch positions between compressions and BVM with little interruption. Then continue for 2 rounds of compressions and breaths.		+:30 seconds	
13	Gives 2 breaths (1 second each)		+:05 seconds	
14	Delivers second cycle of compressions at correct rate, hand position, and adequate depth with full chest recoil. <i>Acceptable >23 compressions</i>		+:05 seconds	
15	Gives 2 breaths (1 second each)		+:05 seconds	
16	Delivers third cycle of compressions at correct rate, hand position, and adequate depth with full chest recoil. Stop and analyze. <i>Acceptable >23 compressions</i>		+:05 seconds	
17	Proper short report to ALS and ensure that all members have rotated. END.		+:30 seconds	
18	Any action identified as unsafe by the judge		+:30 seconds	

Total
(Timed to one hundredth of a second)

Penalty Time _

Time: _____ Penalties: _____

Total Time: _____ : _____ : _____
Mins Secs 100th-Secs

Total Team Time

:	:
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Mins Secs 100th-Secs



Ropes and Knots



Name: _____ Post#: _____ Date: _____

Required Drill Equipment: Rope, Fire service tool or ladder, Stopwatch, clipboard, score sheets, and “Knot Cards” with knot name

Required Participant Personal Equipment: Firefighting Structural Helmet and Firefighting Structural Gloves

Optional Equipment for Competitors: Passports

Objective & Rules:

1. You will be asked to tie 4 out of 8-knots; these will be picked by you randomly as you flip over a “Knot Card” indicating what knot to tie.
2. Turn over one card at a time for each knot.
3. You will be timed for each knot.
4. You may hold rope in one hand.
5. Time starts when evaluator says “GO”.
6. Time ends when Explorer puts down or lets go of rope/knot and claps hands.
7. Maximum time per knot is one (1) minute. _____
8. Penalties will be given for knots not completed or not dressed.

Remember: Safety and Communication are the key elements of this competition.

KNOT #	KNOT TYPE OR OTHER	TIME COMPLETED	Failure to Dress Knot	Failure to Complete Knot	PENALTY TIME
1	BOWLINE		+:20 seconds	+:60 seconds	
2	SQUARE KNOT		+:20 seconds	+:60 seconds	
3	CLOVE HITCH (Tied on ladder rung or tool provided)		+:20 seconds	+:60 seconds	
4	DOUBLE LOOP FIGURE 8		+:20 seconds	+:60 seconds	
5	ROUND TURN 2 HALF HITCHES		+:20 seconds	+:60 seconds	
6	FIGURE 8 ON A BIGHT WITH OVERHAND SAFETY KNOT		+:20 seconds	+:60 seconds	
7	FIGURE 8 FOLLOW THROUGH WITH OVERHAND SAFETY KNOT.		+:20 seconds	+:60 seconds	
8	BECKET BEND		+:20 seconds	+:60 seconds	
9	ANY ACTION IDENTIFIED AS UNSAFE BY THE JUDGE	+:60 Seconds			

Total Penalty Time _____

(Timed to one hundredth of a second)

Time: _____ **Penalties:** _____ **Total Time:** _____ : _____ : _____
 Mins Secs 100th-Secs

Total Team Time

_____ : _____ : _____
 Mins Secs 100th-Secs



EMS Spinal Immobilization



Team Name _____ Date _____

Team Members:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Required Drill Equipment: BSI (glasses and gloves), cervical immobilization device, back board, straps, cervical immobilization device, stopwatch, pens and score sheets.

Optional Equipment for Competitors: Passports

Objective: To backboard a patient from a supine position. Using a cervical immobilization device, back board, straps, and BSI.

Rules: Must verbalize BSI, scene safe, and request of additional resources

Evolution: A crew of 4 members will be given a short report while heading to the scene. Time will start when the crew reaches the scene and crosses the “start” line. They will perform a primary patient exam, apply a cervical immobilization device, and secure them to a back board. All areas will be checked and filled for access voids. The patient will be lifted and shifted to check access movement. A second exam will then be performed. Time will stop when the second exam is completed. A short report will be given to the evaluator.

Remember: Safety, Communication and Team Work are the key elements of this competition.



EMS Spinal Immobilization



Team Name: _

Evaluator:

SKILL STEP	TYPE	PASS (X)	PENALTY	PENALTY TIME
1	Rescuers arrive, assess, sizes up scene and patient, BSI in place		+:05 seconds	
2	Team positions assigned- 1 officer, 1 head stabilization, 1 exam, 1 equipment		+:05 seconds	
3	Proper radio communication- addition fire units, ALS, ambulance, etc.		+:05 seconds	
4	Primary exam		+:05 seconds	
5	Working as a team during evolution		+:05 seconds	
6	Full secondary exam		+:05 seconds	
7	Full set of vitals		+:05 seconds	
8	C-collar properly sized or fitted		+:05 seconds	
9	Body/legs properly secured to backboard		+:30 seconds	
10	Head properly secured to backboard		+:30 seconds	
11	Proper padding/void spaces filled		+:30 seconds	
12	Checked for access movement		+:30 seconds	
13	Proper short report given		+:30 seconds	
14	Any action identified as unsafe by the judge		+:30 seconds	

Total Penalty Time _

(Timed to one hundredth of a second)

Time: _____

Penalties: _____

Total Time: _____ : _____ : _____
Mins Secs 100th-Secs

Total Team Time

:	:
---	---

Mins Secs 100th-Secs

Team Name _____ Date _____

Team Members:

1. _____
2. _____
3. _____
4. _____

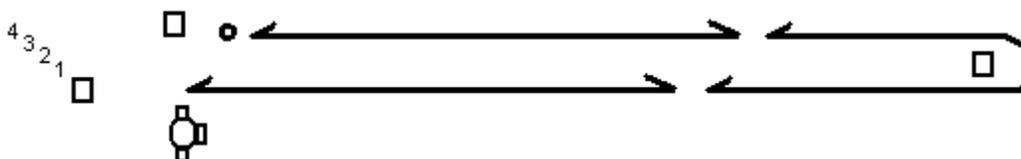
Required Drill Equipment: 3-50' Sections of 2 ½" Hose, Hydrant, 3 Traffic Cones, 1-2 ½" Nozzle, Stopwatch, Clipboard, Score sheets, Fire Line Tape, Barrier Cones

Required Participant Personal Equipment: Passports, Helmet, Structural Gloves and Uniform Boots or Bunker boots.

Objective: To make and break the couplings of 150' of attack line (2 ½") from the hydrant to the nozzle as safely and quickly as possible. This event will be run in relay format and judged as a team event. Two teams may be on the parallel course at a time.

Rules: Each individual will start the competition behind a cone 10' from the hydrant. Time will start when the judge gives the command "GO". Time will end when the last members knocks down the cone with the hose line. Penalty time will be added for safety violations (no running allowed) or other listed penalties.

Evolution: The evolution will be performed while wearing the following safety equipment: helmet, gloves and uniform boots/bunkers. The first individual will start the competition behind a cone 10' from the hydrant. Time will start when the judge gives the command "GO". Each member of the team will proceed to the hydrant and remove the 2 ½" cap and connect the first section of hose to the hydrant. They will then follow the hose to the second and third coupling and make each connection (hand tight). The explorer/cadet must go around the outside of the midway cone to get to the third coupling. They will connect the nozzle to the discharge end of the hose and then proceed around the cone in front of the nozzle. The explorer/cadet will proceed back through the course and break all the couplings they made. The nozzle must be stood on end (either coupling or tip) and the coupling ends must be folded over on the hose. The next explorer/cadet must wait until the previous cadet has passed the cone before starting on the course. The last team member will only make the connections, calls for water, another team member charges the hydrant and Time will stop when the Explorers (2 minimum) knock down the target with water.



Remember: Safety, Communication and team work are the key elements of this competition.

Team Name: _____

Evaluator: _____

SKILL STEP	TYPE	PASS (X)	PENALTY	PENALTY TIME
1	Missing any piece of PPE		+:60 seconds	
2	Starting before previous team member has passed beginning cone (per occurrence)		+:15 seconds	
3	Not going around the midway or nozzle cone (P.O.)		+:05 seconds	
4	Failure to fold couplings to rest over hose (P.O.)		+:05 seconds	
5	Failure to check & call "gasket" (per occurrence)		+:15 seconds	
6	Couplings not hand tight (per occurrence)		+:30 seconds	
7	Failure to knock down final cone. (per occurrence)		+:30 seconds	
8	Poor teamwork or communication (per occurrence)		+:15 seconds	
9	Leaks in line when charged		+:15 seconds	
10	Not using hydrant gate		+:30 seconds	
11	Running during evolution (each occurrence)		+:15 seconds	
12	Any action identified as unsafe by the judge		+:30 seconds	

Total Penalty Time _____

(Timed to one hundredth of a second)

Time: _____ Penalties: _____ Total Time: _____ : _____ : _____
Mins Secs 100th-Secs

Total Team Time

_____ : _____ : _____
Mins Secs 100th-Secs



CPAT



Name: _____ Post#: _____ Date: _____

Required Drill Equipment: Set of stairs, fan, "Rescue Randy", cones

Hose- 2 ½" X 4 rolls of 50', 100' 1 ¾" bundle with nozzle and 100' 1 ¾" charge line

Required Equipment for Competitors: Full bunker gear with SCBA in standby mode.

Optional Equipment for Competitors: Passport

Objective: Properly and safely perform fire fighting tasks without stopping. They must be done in a timely manner according to all the rules and regulations set forth.

Rules: Must wear full PPE and SCBA in standby mode. Complete the course as outlined.

Evolution:

1. Up and down stairs for 2 minutes
2. Carry a fan for 25 feet
3. Move 4 rolls of 50' 2 ½" 20 feet on at a time
4. Dummy drag 40 feet
5. Carry 1 ¾" bundle 50 feet
6. Move 1 ¾" charged line 50 feet across the finish line
7. Time stops.

Remember: Safety and proper techniques are the key elements of this competition.

Name: _____

Evaluator: _____

SKILL STEP	TYPE	PASS (X)	PENALTY	PENALTY TIME
1	Missing any PPE		+:60 seconds	
2	Lift with legs not the back		+:15 seconds	
3	Don't drop or throw any tool or equipment		+:15 seconds	
4	No running		+:30 seconds	
5	Maximum time limit is 8 minutes		+:60 seconds	
6	Skipping steps on the stairs		+:10 seconds	
7	Any action identified as unsafe by the judge		+:30 seconds	

Total Penalty Time -

(Timed to one hundredth of a second)

Time: _____

Penalties: _____

Total Time: _____ : _____ : _____

Mins Secs 100th-Secs

Total Team Time

:	:
---	---

Mins Secs 100th-Secs



CPR Adult 1 Person



Name: _____ Post#: _____ Date: _____

Required Drill Equipment: CPR Rescue Annie, CPR face shields or pocket masks, BSI (gloves and glasses), stopwatch, pens and score sheets.

Optional Equipment for Competitor: Passports

Objective: Demonstrate appropriate assessment, treatment and performance of proper 1 rescuer American Heart Association CPR skills.

Rules: Must verbalize BSI, scene safe, and request of additional resources

Evolution: Time begins when judge says **“GO”**, time ends when competitor completes 3rd compression cycle, a proper short report has been given to ALS and the judge says **“STOP”**.

Remember: Safety and Communication are the key elements of this competition.

CPR Adult 1 Person

Name: _____ Post#: _____ Date: _____

Evaluator: _____

SKILL STEP	TYPE	PASS (X)	PENALTY	PENALTY TIME
1	Rescuer arrives, assess, sizes up scene and patient, BSI in place		+:05 seconds	
2	Checks for response		+:05 seconds	
3	Activates emergency response system/calls for AED		+:05 seconds	
4	Opens airway using head tilt-chin lift		+:05 seconds	
5	Checks breathing <i>Minimum 5 seconds; maximum 10 seconds</i>		+:05 seconds	
6	Gives 2 Breaths (1 second each) with pocket mask or CPR Shield		+:05 seconds	
7	Checks carotid pulse <i>Minimum 5 seconds; maximum 10 seconds</i>		+:05 seconds	
8	Locates CPR hand position		+:05 seconds	
9	Delivers first cycle of compressions at correct rate <i>Acceptable <23 seconds for 30 compressions</i>		+:05 seconds	
10	Gives 2 breaths (1 second each)		+:05 seconds	
11	Delivers second cycle of compressions at correct hand position. <i>Acceptable >23 compressions</i>		+:05 seconds	
12	Gives 2 breaths (1 second each)		+:05 seconds	
13	Delivers third cycle of compressions of adequate depth with full chest recoil. <i>Acceptable >23 compressions</i>		+:05 seconds	
14	Checks pulse and then full set of vitals.		+:30 seconds	
15	Patient vomits, continues proper patient care.		+:30 seconds	
16	Proper short report to ALS. END.		+:30 seconds	
17	Any action identified as unsafe by the judge		+:30 seconds	

Total Penalty Time _____

(Timed to one hundredth of a second)

Time: _____

Penalties: _____

Total Time: _____ : _____ :

Mins Secs 100th-Secs

Total Team Time

:	:
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Mins Secs 100th-Secs



Shelter Deployment



Name _____ Date _____

Required Drill Equipment: Shelter, leather gloves, wildland helmet, radio, wildland gear pack

Optional Equipment for Competitors: Passports, boots

Objective: Properly deploy wildland shelter

Rules: Properly deploy wildland shelter in simulated wildland fire blow over and must request additional resources.

Evolution: Time starts for participants when whistle blows. They will run 200 feet to search for an area for a proper safety zone to deploy shelter.

Remember: Safety and Communication are the key elements of this competition.

Shelter Deployment

Name: _____

Evaluator: _____

SKILL STEP	TYPE	PASS (X)	PENALTY	PENALTY TIME
1	Missing any piece of PPE		+:60 seconds	
2	Ensuring there are no flammable objects nearby, i.e. gasoline or fuses.		+:30 seconds	
3	Cleared area 4 X 8 of ground fuels to mineral soil		+:15 seconds	
4	Shelter not deployed downwind from large concentration of fuel.		+:15 seconds	
5	Shelter not deployed uphill from large concentration of fuel.		+:15 seconds	
6	Make sure the proper handles are pulled from the proper hands to not slow deployment.		+:15 seconds	
7	Feet not towards fire		+:30 seconds	
8	Ensure arms are through straps up to the elbows.		+:15 seconds	
9	Any openings in shelter (each occurrence)		+:15 seconds	
10	Not having radio in shelter with you		+:30 seconds	
11	Any action identified as unsafe by the judge.		+:30 seconds	

Total Penalty Time: _____

(Timed to one hundredth of a second)

Time: _____

Penalties: _____

Total Time: _____ : _____ : _____

Mins Secs 100th-Secs
 cs 100th-Secs

Total Team Time

:	:
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Mins Secs 100th-Secs