



Circular 133:10:08

To: Assessors
Presidents
District Officers

Chief Instructors
Club Captains
Regional Officers

Cc: State Officers

From: Nick Bugeja
Manager – Training Services

Date: 28 October 2008

Subject: Bronze Medallion Assessments & Certificate II in Public Safety

Action: Include two patrols in all Bronze Medallion Assessments

A significant gap in patrol members qualifications has developed over the past few years with many hundreds of Bronze Medallion holders never completing their workbook and being issued with a Certificate II in Public Safety (“Cert II”). To counter this, we have prepared some new information to assist you with this.

New Awards

LSV has identified two main issues that have held back the issuing of Cert II

1. Attempting to complete the “on-the-job” requirements after the final assessment
2. Not understanding how to raise Form 14s correctly in Surfguard

Solutions

1. Incorporate “on-the-job” in your training prior to the formal assessment

“Unit PUATEA004B: Work effectively in public safety organisation” is the on the job requirement that needs to be met for the issuing of a Cert II, this can be found in Section 3 of the Workbook (Version 2).

This activity should be built into the training program and completed before the final assessment. There is no requirement for the candidate to complete full patrols, just long enough to demonstrate the requirements in the workbook.

How many patrols and how long they are should be agreed to between the Trainers and Assessors prior to the course commencing.

The LSV Life Saving Operations Council Executive recommends that candidates attend 2 patrols or scenario patrols of not less than 2 hours each

How this works in practice.

- a) Training during season
Include a couple of hours of patrol as part of your training day and complete the requirements.
- b) Training off season or on camps
Set up a patrol for a couple of hours and complete the requirements. You will need to meet all the normal requirements of a patrol, including equipment, personnel, sign on etc.

As you will be setting up a full patrol, you will also take on the full responsibility of a patrol. Make sure there are a minimum of 4 suitably qualified members separate to the Bronze Course taking responsibility for the patrol in case you do get members of the public taking advantage of this bonus service.

2. When raising the assessment (Form 14) for Bronze Medallion the tick box 'issue equivalent qualifications' should be ticked and all eight units of competency should be selected.

Proficiency Testing

As per this year's Proficiency Handbook there are three different options for people who do not hold their Cert II

1. If they did their Bronze in 2007/08 they can submit their completed workbook or the new Cert II Assessment Paper
2. If they completed their Bronze between July 2006 & June 2007 they have to complete the Cert II Assessment Paper
3. If they completed their Bronze prior to June 2006 they need to complete the in-depth proficiency paper*

*unless a Surfguard check shows:

- a. That they have been issued with 7 units from the Cert II, in which case they fall into category 2 above
- b. That they already hold a Cert II

***Certificate II in Public Safety (Aquatic Rescue) units:**

Follow defined occupational health and safety policies and procedures

Apply surf survival and self survival skills

Provide emergency care

Communicate in the workplace

Operate communication systems and equipment

Participate in a rescue

Work in a team

Work effectively in a public safety organisation

*For more information on this qualification see the introduction to the 32nd edition Training Manual

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Life Saving Victoria

Checklist for setting up extra patrols for Training purposes.

Organising the Patrols

- Get approval from Club Captain
- Correct equipment available (SOP: 05.10:SOP:03)
- Ensure correct personnel will be present (SOP: 05.01:SOP:03), in addition to trainers and bronze candidates

On the patrol day

- All correct equipment is on the beach (SOP: 05.10:SOP:03)
- Appropriate personnel are present (SOP: 05.01:SOP:03), in addition to trainers and bronze candidates
- All log books are completed, and Bronze candidates are signed in as "Trainee"
- Sign on to LSVComms (SOPs: 13.01:SOP:03 & 13.02:SOP:03)
- Bronze candidates complete requirements in Workbook for "**Work effectively in public safety organisation**"
- Patrol Captain to sign off candidates workbooks "**Work effectively in public safety organisation**" section