

## Course Development Worksheet

This form is to be maintained for all approved NSP courses and used by instructors leading the course. Some elements are required across all courses so they are not listed here, including course registration and closure, participant completion of an evaluation, IT completion of a QA form, a signed NSP release form by all participants, and use of the conflict resolution process in the NSP Policies & Procedures. Some courses may have local/divisional variants that should be documented elsewhere.

Standard Course Elements:

### **CERTIFIED MODULE 3: OEC Module for the Certified Program**

**Program/Discipline: Certified**

**Suggested resources (use latest publication editions)**

- OEC Enhancement Modules for skill enhancement
- Local EMT/ambulance squads
- *Outdoor Emergency Care*, Most current text National Ski Patrol
- *The Ski Patroller's Manual*, National Ski Patrol

**Module Objective** – Upon successful completion of this module the candidate will have demonstrated an extensive knowledge and practical application of OEC skills, leadership, decision making and problem management in highly complex scenario situations.

**This module is a three-part evaluation consisting of:**

1) A written exam of 50 or 100 (Division option) questions derived from the most current OEC test bank. 30 minutes for the 50 question exam and 60 minutes for the 100 question exam) The candidate needs an 80% to pass this portion of the module.

2) A practical hands-on evaluation where candidates are assigned in groups of three and evaluated as a leader in one scenario and a helper in two scenarios (A certified member may be assigned as a member of this group when enough candidates are not available). The scores for the helper scenarios are averaged, however, the candidate must score an average of 8 to be successful. A candidate could score a “7” in one helper scenario and a “9” in the second helper scenario and still be successful, however, the candidate must score at least an “8” from all of the examiners on their leader scenario. (20 minutes allotted)

3) A bystander scenario where the candidates are dispatched individually and use untrained assistance to provide appropriate care to the patient. The candidate must score at least an “8” from all of the examiners on their bystander scenario. (20 minutes allotted)

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Note: All scenarios must be approved by the National Medical Director and the National OEC Program Director.

**Module Structure:**

- a) Venue – Written to be held indoors in a quiet area away from distractions. All scenarios to be held outdoors in the snow.
- b) Class size – Unlimited for the written exam, A team of three candidates for the practical scenarios and one candidate at a time for the by-stander
- c) Instructor/student ratio – One examiner to administer the written exam and three examiners per station to evaluate the practical and bystander scenarios.
- d) Audit frequency – An assigned Instructor Trainer (IT) should attend this module at every exam.

**Module Content** – Successful Candidates will demonstrate decision making, leadership and problem management while being evaluated in field relevant exercises.

**Resources Required** – In order to create scenarios that accurately represent realistic situations it is helpful to assign one or two seasoned OEC instructors to stage each scene.

- a) Instructors – One examiner to administer the written exam and three examiners per station for the practical and by-stander
- b) Helpers - May be used in as necessary in OEC scenarios as patients, or other assignments. Patrollers or others who are familiar with the types of accidents that a patroller would respond to should be used as patients. The by-stander scenario must use helpers who are NOT OEC qualified or have little or no first aid training
- c) Equipment – In some divisions candidates are required to bring their own equipment and in others equipment is provided. Candidates should be provided a standardized list of equipment and should include at a minimum: fixed splint, traction device, 2 blankets, cervical collars, backboard strapping devices, padding, head stabilization device, Oxygen delivery devices. (Other equipment may be necessary depending on the approved scenarios.

**Instructor Credentials** – Listed in order of preference

- OEC Instructors who are Certified members
- OEC Instructors who have previously passed the module
- Certified members at the discretion of the Certified Chair

Note: All examiners/evaluators are to attend a Certified OEC calibration clinic once every three years.

New evaluators will serve in a Provisional status until successfully completing an evaluation and receiving feedback as to the accuracy of their assessment. Their scores will not count during the exam.

**Module requirements:** NSP Member, Alpine Patroller Classification

- Completion of the Senior OEC Module of the Senior program is recommended

**Evaluation Format –**

- All NSP OEC Certified exams require at least one OEC IT to be present to provide quality assurance and support/guidance as per NSP standards. It is strongly suggested the OEC IT be a current Certified member. This IT will provide documentation to the NSP office following completion of the exam.
- All practical scenarios must be chosen from the National Certified OEC scenario test bank and have been previously approved by the National Medical Adviser. These scenarios will be indexed to the National OEC difficulty matrix and have a score no less than 8 and no greater than 10. (Currently this process is year to year. A Certified scenario test bank is currently being developed)
- The written exam will be compiled from the most current National OEC written question test bank and be made up of no fewer than 50 or greater than 100 questions. (Number of questions is a division option)

**Grade Scale/structure –** The written exam requires a score of at least 80%. All scenarios require a score of 8 or greater for a passing grade. In addition, all CPIs must be addressed.

- A score of 7 or less would indicate that the exam team felt that there were sufficient inadequacies in the performance of the candidate in OEC skills, leadership, decision making or problem management.
- A score of 8 would indicate that the candidate's performance in OEC skills, leadership, decision making and problem management met the requirements of the scenario.
- A score above 8 would indicate that the candidate's performance in OEC skills, leadership, decision making and problem management were well above the requirements of the scenario.

Note: OEC has one skill level, the certified scenarios are presented in a higher degree of complication which may include distractions, extrications and other methods of complication.

**Reporting Requirements:**

- **Class Registration** – On line (follows normal course registration, Divisions have the option of keeping module records locally, but must register the exam if this option is chosen)
- **Course completion** – On line completed by the Division Supervisor
- **Course feedback** – Course evaluation form completed by students

- **Other** – As per local (Division) policy

**Risk Management considerations** – When staging OEC scenarios, realism must not compromise safety. Scenarios/training must be conducted in a safe manner. The IOR will have all participants, instructors, and helpers for the course, sign an event training release form found at [www.nsp.org](http://www.nsp.org), education resources, education forms.. Consideration should be given to make candidates aware that they can speak up if they are asked to perform a skill or procedure that they feel is unsafe.

**Conflict Resolution** – Due to the potential for disruption of an orderly process, appeals because someone does not agree with a test score on any education or skill test, while permitted, should be done with the ranking test official on the test day while all the pool of test judges are present. When an appeal is filed because someone does not agree with a test score on any education or skill test after the test has concluded and the test judges have departed, this appeal should be denied unless it can be shown by clear and convincing evidence the test result was not based on program standards but the result was due to clear evidence of bias, prejudice or a violation of the program rules and only then is an appeal to the next highest level warranted. The officer at the next highest level should obtain evidence on the issue from the test judges present during the test along with evidence from the person making the appeal. Otherwise the officer to whom the appeal is made should deny the appeal. Any appeal filed more than thirty days from the date of the test should be denied unless not to grant the appeal would shock the conscious of fair-minded patrollers.

### **Concluding Objective:**

Upon successful completion of this module the candidate will have demonstrated an extensive knowledge and practical application of OEC skills, leadership, decision making and problem management in highly complex scenario situations.

### **Essential Knowledge**

- Demonstrate skills of; leadership, problem management, decision-making, resource management and OEC skills while acting in the capability of an incident leader and a team member.
- Demonstrate the ability to instruct and direct trained and untrained helpers.
- Demonstrate the ability to answer written emergency care questions.

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### **Scenario Criteria:**

The National OEC scenario difficulty matrix has been created by the OEC committee and is used to determine the degree of difficulty for scenarios used in both the Senior and Certified

programs. It considers such things as number of injuries, number of patients, extrications and other variables to determine a level of difficulty.

The OEC practical scenarios degree of difficulty must be **equal to or greater than 8** using the National OEC scenario difficulty matrix.

**OEC Practical** - Candidates will work as a team of patrollers and be evaluated as both leader and helper. The Certified evaluation's foundation is built on complexity, scaffolding layers of variables that rely on an extensive depth of knowledge. The candidate must demonstrate their knowledge, critical thinking and creative problem solving. These scenarios will include the following: Multiple patient, multiple injuries, challenging terrain, Challenging scene, Scene Preservation and Scene Documentation. This goal is to evaluate the candidate's ability to globally think and problem solve while efficiently putting together a plan that marshals resources to achieve a safe and timely rescue. The final evaluation must be on snow and must meet the terrain requirements as specified in the scenarios. Each candidate will be evaluated as a leader a minimum of one time. Each candidate will be evaluated as a helper a minimum of two times.

The Certified bystander scenarios degree of difficulty must be **equal to or greater than 8** using the National OEC scenario difficulty matrix.

**OEC Bystander** - Candidates will be evaluated as a leader in a bystander scenario. The candidate will successfully direct untrained bystander(s) in the delivery of emergency care. The candidate must demonstrate their knowledge, critical thinking and creative problem solving. These scenarios will include the following: Multiple patient, multiple injuries, challenging terrain, Challenging scene, Scene Preservation and Scene Documentation. This goal is to evaluate the candidate's ability to globally think and problem solve while efficiently putting together a plan that marshals resources to achieve a safe and timely rescue. The final evaluation must be on snow and must meet the terrain requirements as specified in the scenarios. The final evaluation must be on snow and must meet the terrain requirements as specified in the scenarios. Each candidate will be evaluated as a leader a minimum of one time.