

Directions for Use of this Worksheet

The purpose of this worksheet is to assist in gathering the information needed to complete the Outstanding Patrol Award form. The worksheet is designed to assist you with completing sections 2 through 9. The more you can identify on the worksheet, the more likely the nomination will be approved by Region, Division, and National Award Committees.

There are three categories for Outstanding Patrol: (Small) Alpine 1-40 members, (Large) Alpine 41 or more members, and Nordic Patrol. Small Alpine Patrols must count all secondaries in their number. If a Small Alpine patrol has 39 primary patrollers and 2 secondary patrollers on their roster at the time of submission, they are considered a Large Alpine patrol. Please note that these numbers are checked at both the Division and National levels.

Always use the current year's forms. Font size on the forms is 9 point Times New Roman. Do not use smaller font size. If you do, when the font is changed back to 9 point, it may affect the number of pages on your award and may result in the nomination being disqualified. Additional supporting information for the nominee may be attached when space on the form is insufficient, but it must not exceed two single-side pages. This means the Outstanding Patrol submissions cannot exceed the signed cover sheet plus 4 additional pages, including any letters of support. The letter of recommendation should be brief but complete. It should cross reference supplemental data to the numbered sections on the nomination form. Superfluous information only takes up space.

Except for Section 1, in order to ensure fairness in the selection process, all sections of the form and the letter of recommendation must not refer to a specific name of the Patrol, place, Region, etc. This page will be removed by the National Office before it is forwarded to the National Outstanding Award Judges. When referencing Region or Division throughout the nomination, do not include the name of the Region or name of the Division. For example, instead of using "Western Region" write "Region," and instead of writing "Central Division," write "Division."

The key to success with these nominations is identifying the patrol's outstanding service at the local patrol level as well at Region, Division, and National levels within NSP. The award should also identify awards received, offices and advisorships held that are above the patrol level, participation in NSP meetings, training and testing efforts of the patrol, public service provided by the patrol and its membership, and a testament as to why the patrol is outstanding. Information included in this submission includes the current season and three previous seasons. For example, this means you can use the 2013-2014 season, 2012-2013 season, 2011-2012 season, and finally, 2010-2011 season. Any mention of involvement prior to these seasons must be removed from the submission.

Make sure the proper individuals sign and print their names on the forms. Either the Awards Advisor or Region Director can sign as review board chair, but National strongly prefers the Awards Advisor be the Chair.

For purposes of the award, the current list of Credentialed Programs is as follows:

- CPR (American Heart Association, Red Cross or National Safety Council)
- Avalanche
- Mountain Travel and Rescue
- Nordic

- Outdoor Emergency Care
- Instructor
- Instructor Mentoring
- Instructor Development
- Introduction to Patrolling
- Transportation
- Accredited Senior Evaluator (ASE)
- PSIA
- AASI

These are examples of programs that are NOT credentialed:

- Awards
- Chair Evacuation
- Snowmobile
- Patrol Board of Directors
- Skiing and Snowboarding Proficiency
- CSIM
- Newsletter

Please note that as you type in any table, if you pass the end of the space it will expand automatically.
 Note: "Thru Date" must be an actual year, NOT "present".

2. Statistics

a.	Year patrol activated:			
b.	Type and number of lifts (for alpine) or miles of trails (for Nordic):			
c.	Number of days area in operation:	This season	Last season	
d.	Number of days patrol responsible:	This season	Last season	
e.	Average number of patrollers per day:		Per night (if night shifts):	
f.	Number of volunteer patrollers:		Number of paid patrollers:	
g.	Number by Classification:	Candidate:	Alpine/Nordic Patroller:	Patroller:
	Senior:	Certified:	Total registered patrollers (including secondary registrants):	
h.	Number of National Appointments or Leadership Commendation Appointments registered with patrol:			

Use the actual statistics from the patrol database and National database. The numbers from parts f, g, and h will be cross referenced if this nomination reaches Division and National levels. Remember registered secondary patrollers count, and if the total number of patrollers exceeds 40, then this nomination is considered a large patrol nomination. Use a best estimate for days in operation and responsible for the current season.

3. Organization

a.	Officers:	Elected:	Appointed:
b.	Types of written operation procedures, i.e., avalanche, triage, or major accidents:		
c.	Percentage of returning patrollers in the past four (4) years including current year		

Include types of written operational procedures your patrol has. This might include bylaws, search and rescue procedures, avalanche procedures, policies on containment of hazardous materials, AED protocols, snowmobile procedures, disciplinary procedures, and grievance procedures, etc.

If your patrol has a document for any procedural aspect of the operation of the patrol, include it.

Do not attach actual copies – a listing is sufficient.

4. Awards

Date (Year)	List NSP awards and citations received by patrol and patrollers within the date range. Awards and citations presented by a government or affiliated agency may also be included. National Appointments should not be included.

Here are some examples of successful entries for awards:

20xx – Region, Division, & National Outstanding Alpine Patroller; Division Director’s Award for Outstanding Services; Division Director’s Program Award; Region Director’s Excellence Award; Region Outstanding Service Award

20xx – Division Certificate of Appreciation for Service; Division Director’s Program Award; 10th Mountain Award; Region Director’s Excellence Award; Region Outstanding Service Award

20xx – 2 Division Director’s Program Awards; 5 Division Certificates of Appreciation; Region Director’s Excellence Award; 2 Meritorious Service Awards; Region Outstanding Service Award

5. Offices or Advisorships above the patrol level

Start Date (Year)	Thru Date (Year)	Show offices currently held by patrol members with section, region, division, and national levels. Do not include names.

Note: “Thru Date” must be an actual year, NOT “present”.

Here are samples of successful entries for the NSP Leadership question:

- 20xx – 20xx Assistant Region Director
- 20xx – 20xx Region Awards Advisor
- 20xx – 20xx Region Section Chief
- 20xx – 20xx Region OEC Advisor
- 20xx – 20xx Region Board Recording Secretary

6. Participation in NSP Meetings

Year	Indicate the patroller attendance and type of participation at regions or division meetings. If your patrol hosted the meeting, indicate the number of patrollers who worked on setting up the meeting.

Here are samples of successful entries for the participation in NSP meetings question:

20xx: Patrol hosted the Division Meeting. Twenty three patrollers were active participants in the planning and hosting of this meeting as well as organized and presented classes in Level I Avalanche, OEC Instructor Recertification Clinics, and CPR recertification.

20xx: Patrol hosted the Region Spring Board of Governor's Meeting and PR Retreat. Nine patrollers were active in the organization and planning for this meeting.

20xx - 20xx: For the past (x) years, 5-9 patrollers have attended Division IT meetings.

20xx - 20xx: 7-9 patrollers have been active participants at Region IT meetings

20xx - 20xx: 6-8 patrollers have attended Division meetings

7. Training and Testing

<p>Give the number of refresher training and other activities in excess of those required by NSP standards for registration each season. Describe in detail your candidate training and its results. List leadership training courses given. Outline the training programs hosted by your patrol. Describe the patrol's involvement in testing. The foregoing should include not only skiing and Outdoor Emergency Care but other related areas such as avalanche, search and rescue, management training, etc. List the number of certified testers, instructors, and students</p>

Here are sample sections for the testing and training question:

List the numbers of all instructors and the disciplines.

This patrol has 40 active registered instructors with 20 of these instructors teaching in 2 or more disciplines! The patrol has 5 OEC Instructor Trainers and 5 OEC Instructor Development Trainers, 36 OEC Instructors, 1 Avalanche Instructor Trainer, 3 Avalanche Instructors, 2 Region and Division Mountaineering Instructors, 5 Instructor Development Instructor Trainers and 6 Instructor Development Instructors, 1 Toboggan Training Instructor Trainer and 12 Toboggan Instructors, 3 patrollers also have PSIA certification, 3 patrollers are Certified patrollers and are also Certified trainers and evaluators, 7 patrollers are Region Senior ski/snowboard and toboggan proficiency examiners, 17 patrollers are Region Senior Emergency Management evaluators.

Describe in detail patrols OEC program, class number of participants and success rate.

Each year, this patrol sends an average of 10 evaluators to other patrols in the Region to assist with basic OEC candidate evaluations. Needless to say, patrol candidates have the benefit of many experienced instructors. Candidates on this patrol receive 80+ hours of OEC instruction in their training class. For the past 4 seasons, this patrol has utilized the OEC on-line course materials and has had both a day and an evening class of candidates totaling 14-21 students. Class participants have been from 3-4 Region patrol areas. The day class met weekly for 10 weeks, for 4 hours/session of review and practical experience. For the remainder of the time, students were expected to complete course materials on-line. The evening class met weekly for 11 weeks for 3.5 hours/ session for review and practical experience. It is this patrol's plan to continue to offer sessions in this manner due to the success of the program. There has been a 95% pass rate in these classes for the past 3 seasons.

Describe in detail the Patrols Ski and Toboggan program and success rate.

Ski/snowboard proficiency and toboggan training are also based on skill mastery and not time limited. Training lasts 6-12 weeks, based on candidate needs, with sessions meeting weekly for 2.5 hours/session. In the past four years, several patrollers go on to train for the Senior Emergency Management (SEM) course the year following their candidate year.

Describe in detail the Patrols involvement in the Senior program.

This patrol sets the standard in the Region for OEC level of training. This patrol has also been the driving force behind the current Region training program for Senior Emergency Management training and evaluation. Each year, this patrol supplies 60-70% of the volunteer staff who participates in the two Region SEM pre-course events and in the final examination. While five members of this patrol are responsible for the organization and coordination of resources necessary to run the Senior Emergency Management pre-course and final examination, many, many more of this patrol's patrollers participate in the SEM training and evaluations. SEM training occurring at the patrol level averages 4-6 hours weekly for 16 weeks. It also has been offered to, and accepted by, other patrols in the Region. It has been so successful, that there has been a 100% pass rate at the last 3 Region SEM final evaluations. Three patrollers serve as Region SEM advocates.

Include training events held in conjunction with other agencies.

Additionally, a simulated mass casualty incident is staged within the Regional Park District system and includes participation by the local Park police, Park Safety Officers, and local EMS services. Their training also includes orientation to area management protocols and lift evacuation procedures.

Two members of this patrol are also actively involved in the Division NSP/ PSIA Ski School. One patroller who is PSIA Level Three certified, in addition to attending and leading 3 numerous PSIA sessions to date this season, has also spent 10 days this season, 2.5 hrs/ session, training the patrollers who are interested in taking their Senior level skiing and toboggan handling examination.

8. Public Service

List safety lectures to schools and ski clubs, TV and radio spots, newspaper releases, etc., as well as any other information that shows the patrol's contributions to the sport of skiing, such as direct involvement in a ski club or council of clubs, involvement in Special Olympics, ski shows, clinics, and allied organization (PSIA, NSAA, Boy Scouts, YMCA), etc.

Here is a sample of a successful entry for the Patrols contributions outside of NSP question:

In addition to the training the patrollers do with new NSP candidates, many patrollers have taken their expertise into various classroom and other volunteer settings in the community. Patrollers have taught Outdoor First Care and presented numerous classes on pertinent topics (i.e. Signs and Symptoms and Emergency Care of Frostbite) to the 300 + ski and snowboard instructors in the area ski school. Patrollers have conducted numerous first aid training for scout troops and other area youth groups, have led scout groups on wilderness outings and skiing trips to ski areas throughout the Region, chaperoned school groups on outdoor wilderness winter camp experiences, provided first aid care at

USA Soccer Cup events, presented sessions to area youth groups on skier/snowboarding safety and responsibilities and appropriate dress for the winter environment, and presented training sessions for local hospital staff, ambulance, and physician groups. Annually 8-10 members of this patrol participate in the outdoor rescue simulations for the Regional Park District's refresher for their park patrollers.

Each year, 15-22 members of the patrol have served as medical first responders at a locally hosted, international marathon event, volunteering an average of 5-6 hrs per patroller for the day's event. Several members have been active volunteers at various community events, providing first aid coverage at scout events and youth group activities, mountain bike races, at a Multiple Sclerosis Benefit, and for several Regional Park district activities and events.

Include any item where patrol members interacted with groups or events both inside and outside the ski area where NSP skills were involved. Include the type of event, number of patrollers participating and the numbers receiving or benefiting from the NSP guidance, and hours contributed.

9. Why is this patrol outstanding?

Discuss in detail any unique or unusual hardships and problems overcome by the patrol during the past four seasons. State specifically why this patrol is outstanding. Describe any newly developed equipment or procedures to make the sport of skiing easier, safer, etc. This could include new lift evacuation devices, transportation devices, new aid room equipment, etc. This section should also list any off-area rescues, including time and number of patrollers involved.

Here is a sample of a successful entry for the relationship with cooperating agencies question:

The vitality of any patrol rests with the quality and commitment of its individual members. Members of this patrol are committed, dedicated to and proud of their affiliation with the National Ski Patrol. This patrol has made a commitment to excellence in all areas -from delivering quality, educational programs within the National Ski Patrol system to providing exemplary care to patrons who may sustain an injury while visiting our resort areas. Their goal is to make a difference. Patrollers consider themselves fortunate to be able to devote the time and energy to contributing to program and organizational developments within the National Ski Patrol system. They consider it their duty to have input into the current issues and to making a difference within the patrol family, within the area management organization, and within the larger National Ski Patrol organization.

Members of this patrol are actively involved in many areas and at all levels of patrolling. Teamwork, dedication to making a difference and betterment of the patrol at all levels, from local area to the national level, and to their community at large make this patrol outstanding. They are innovative and enthusiastic, sharing their talents with not only their local patrol, but also with the NSP on region, division, and national levels. They choose to make a difference in peoples' lives – and what a difference they make!

This is a short example. Include any new innovative techniques, and or equipment devised by patrol members particularly if they were shared with other patrols within the NSP system. You have the freedom in this section to convince the review that your patrol is truly outstanding.