

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 1 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 five categories for Outstanding Patrol: (Small) Alpine 1-40 members, (Large) Alpine 41 or more members, Nordic Patrol, Bike and Paid. 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. Current forms can be downloaded from the Awards Page of the NSP WEB Site. Don't trust any other source. Note: Any form changes or updates will be posted on the National Site on or before September 30 each year. 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 sponsors 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." If a name can be "Googled" and directly or indirectly tied to a resort, Patrol, Region or Division it will be blacked out before judging. Make all references as generic as possible i.e., a national festival not the National Chery Festival and a major point to point bike race, not The Iceman Cometh Challenge, etc.

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

These are examples of programs that are NOT credentialed: (These are under area management and not NSP program)

- Chair Evacuation
- Snowmobile

The intent of the credentialed program selections is to stimulate thought of what should be included. If members are part of the resort team that develops and teaches these skills to members or others in the Section or Region, it is an important service to the local patrol, NSP and resort. A key factor in this and all awards is “**what did the members do**”, not that they held a position. A person might have held a position and attended meetings for 20 years and not have done anything else. The question is what did the members do in that position that benefited the patrol and NSP. Did they encourage and help members attain additional training and certification (i.e., Senior, Certified or Nordic Master)? Did members mentor new members to become active in patrol education programs or management?

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”.

Section 1 – Nominees Information and Signatures

The Patrols contact information and Patrol registration should be filled out accurately.

Sections 2 – Sending, Presentation, Posting, and Signatures

The Send the awards to, presentation, posting dates are to be completed by the Division Awards Advisor or Division Director when the nomination advances to Division level. These dates are usually the dates the award will be presented. After which the award will be entered on the Patrollers profile in the National database.

Do not attach actual copies – a listing is sufficient.

Section 5 – 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.
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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

Section 6 – Other Patrol Functions (Mountain Host/Bike/Medical Associates/Alumni)

Start Date (Year)	Thru Date (Year)	For each Associated Patrol function describe how it is implemented, how it impacts the Patrol and the results. Indicate the patroller attendance and type of participation at region, division or national meetings. If your patrol hosted the meeting, indicate the number of patrollers who worked on setting up the meeting.
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Here is a sample of entries for Other Patrol Functions:

20xx - 20xx: Mountain Host class averaged 1-5 candidates each year. After one year serving as a Mt Host, following and being mentored by an Alpine Patroller, each Host became a Patroller.

20xx - 20xx: Alumni members who have maintained Instructor status have been involved in OEC, OET, and Fall Refresher training.

20xx - 20xx: One Medical Associate with the Patrol has been active in OEC classes and insuring techniques used are aligned with the current emergency medical practices.

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.

Section 7 – Public / Community 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 they type of event, number of patrollers participating and the numbers receiving or benefiting from the NSP guidance, and hours contributed.

Section 8 – Training and Testing

This is for patrol wide summary of instructor and IT activities and classes taken.

Start Date (Year)	Thru Date (Year)	Describe the ski patrol-related courses taught, including dates of classes (most recent listed first), number of students—local, region, or division level. (for Patrol Rep/Director nominations, how are patrollers performing on the patrol.
		A. Instructed
		B. Instructor and IT hours
		C. Completed

Here are some examples of successful entries for the patrol-related courses completed and/or taught:

a. Instructed

20xx - 20xx: Basic OEC candidate class instructor at nearly every class. Patrol classes have included 10-15 candidates each year

20xx - 20xx: American Heart Association CPR BLS for Healthcare Providers (8 classes each year with 10-15 participants)

2007 - 20xx: Annual Patrol OEC Refresher (100+ patrollers attending each year)

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 new candidate training and Seniors training and their results. List leadership training courses given. Outline the training programs hosted by your patrol.

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.

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.

b. Instructor and IT hours

This section can indicate the hours involved in teaching and IT in the review period. An instructor teaching a section or two of a class may put in fewer hours while an IOR will put in much more. Hours QAing refreshers, classes, mentoring new instructors. Specify hours and discipline for each involved. List the number of instructors hours and instructor trainers hours along with total hours performing those duties/functions.

c. Completed

- 20xx - 20xx: Annual Patrol OEC Refresher and On the Hill Refresher
- 20xx - 20xx: Annual Chair Evacuation Refresher
- 20xx - 20xx: Annual CPR certification
- 20xx: Region Senior Alpine Skiing
- 20xx - 20xx: Division Women's Clinic
- 20xx: Division OEC Instructor/ IT Conference
- 20xx: Region Toboggan Enhancement Seminar
- 20xx: Division Ski Trainer's Workshop
- 20xx: Region Senior Alpine Toboggan

List the date and the courses completed. Include not only Outdoor Emergency Transportation and Outdoor Emergency Care but also other related areas such as avalanche, search and rescue, mountain travel rescue, safety, instructor development, instructor calibration, leadership training, affiliate member training, continuing education, risk management, mentoring, etc.

Section 9 – NSP Leadership

- a. Seniors: Certified: Nordic Master:
- b. NA: LCA: Percentage of NA/LCA to total patrollers:
- c. List position(s) held by the Patrol membership for:
- Region:
- Division:
- National:

Significant leadership impact on the patrol by any of the above categories:

For Sections **a** and **b** show the number which are reflected in the National database.
 For Section **c** list the positions and offices held by Patrol members in the respective levels.

Start Date (Year)	Thru Date (Year)	Show offices currently held by patrol members with section, region, division, and national levels. Do not include names.
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Note: "Thru Date" must be an actual year, NOT "present".

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

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

Section 10 – 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.